

# PHYSICAL RESOURCES COMMITTEE

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## MEMBERS

Bob Knoblauch, Ralph Tillotson, Terry Collins

## MEETING LOCATION

Via ZOOM  
Annex, 113 W. Front Street, Adrian, MI

**Minutes:** Monday, July 6, 2020 – 10:00 a.m.

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**Present:** Commissioners Knoblauch, Tillotson, Collins, and Stimpson

**Also Present:** Tim Mehan, Jenny Escott, Martin Marshall, Kim Murphy, Rebecca Borton, and Ed Scheffler, Dmitriy Shapiro (The Daily Telegram)

### I. Approval of Minutes

*Motion by Collins, seconded by Tillotson, to approve the minutes of the June 1, 2020, meeting. Motion carried.*

### II. Finance Reports

Administrator Martin Marshall reviewed the finance report.

Projects that have been completed and are ready to be closed include the Judicial Building Elevator Upgrade and Concrete Replacement, as well as, the MSC Rooftop Air Handling Units projects. There was question of the budgeted costs of project 1907, concrete replacement.

*Motion by Tillotson, seconded by Collins, to close projects 1813 and 1905. Motion carried.*

### III. Building & Grounds / Maintenance

Tim noted that project 1907 Concrete Replacement was budgeted at \$5,000 and the closing amount was \$4,130, he will re-submit the closure request. He also reviewed the Building and Grounds report.

*Motion by Collins, seconded by Tillotson, to close project 1907 Judicial Building Concrete. Motion carried.*

### IV. Drain Commission

Drain Commissioner Jenny Escott noted that the current cash balance of the Revolving Equipment fund is approximately \$200,000 and she presented three vehicle requests.

*Motion by Collins, seconded by Tillotson, to authorize the upgrades to the 2003 Sterling tri-axle dump truck in an amount not to exceed \$37,500 with funding from the Revolving Equipment fund 639. Motion carried.*

Jenny would like to replace the 1999 GMC tri-axle dump truck with a 2005 or newer truck. She estimates a replacement will cost between \$50,000-\$70,000 and may take awhile find. Funding would either come from the Revolving Equipment fund, or a short-term loan. She would like authorization from the Committee to move forward.

*Motion by Tillotson, seconded by Collins, to authorize replacement of the 1999 GMC tri-axle dump truck in an amount not to exceed \$75,000 with funding from either the Revolving Equipment fund or a short-term loan. Motion carried.*

*Motion by Collins, seconded by Tillotson, to authorize the replacement of the 1996 tandem axle trailer in an amount not to exceed \$35,000 with funding to come from the Revolving Equipment fund 639. Motion carried.*

Jenny provided highlights of recent activities.

An open job position has been posted.

Requests for Proposals have been distributed for Phase III of the Red Mill Pond dam and the tri-annual inspection of the dam has been completed.

There will be a request at tomorrow's Personnel/Ways & Means Committee to approve a loan in the amount of \$295,000 from the Delinquent Tax Revolving Fund for the Rollin/Woodstock Townships project which replaces 18 sanitary lift stations around Devils and Round Lakes. This loan will cover engineering and related costs until State Revolving Funds (SRF) are obtained. There is a public hearing on the project set for July 22<sup>nd</sup>.

#### **V. Vehicle Purchase Request**

The approved Capital Improvement Plan for Sheriff Vehicle/Equipment Division includes the lease of two Durangos and three Chargers. A three-year lease with LaFontaine includes two Durangos at \$9,124.09 annually and three Chargers at \$10,956.12 annually. There is also \$6,000 in equipment costs. Enterprise has been having difficulties providing the requested vehicles and the LaFontaine will be a lease-to-own arrangement.

*Motion by Tillotson, seconded by Collins, to approve the lease contract with LaFontaine for the two (2) Durangos and three Chargers at an annual rate of \$46,980.53 and \$6,000 for equipment to be paid out of Capital Improvement Sheriff's Vehicle Division. Motion carried.*

#### **VI. Campus Improvements / Renovations**

Hazardous material abatement has been performed at the Old Courthouse. The ceiling has been removed in the Chambers and it was discovered that the rafters and trusses are running both north and south in part of the room and east and west in another area.

More information will be available tomorrow at Personnel/Ways & Means Committee when the bonding process is presented.

#### **VII. Other Business**

There was no other business.

#### **VIII. Adjournment**

*Motion by Collins, seconded by Tillotson, to adjourn the meeting at 10:41 a.m. Motion carried.*