

# PHYSICAL RESOURCES COMMITTEE

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## MEMBERS

Bob Knoblauch, Ralph Tillotson, Terry Collins

## MEETING LOCATION

Via ZOOM

**Minutes:** Monday, August 31, 2020 – 10:00 a.m.

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

**Absent:** Commissioner Tillotson

**Also Present:** Tim Mehan, Jenny Escott, Martin Marshall, Kim Murphy, and Scott Holtz

### I. Approval of Minutes

*Motion by Collins, seconded by Stimpson, to approve the minutes of the August 3, 2020, meeting. Motion carried.*

### II. Finance Reports

Administrator Martin Marshall reviewed the finance report. He indicated that several projects are nearing completion. Project BS1808 can be closed out since we have entered an alternate agreement with Jackson and will not be adding onto the Physical Resources Building. Marty stated that the Building & Site division of the Capital Fund is currently operating in a deficit of \$414,008.04; however bonds were sold on September 9<sup>th</sup> in the net amount of \$9.3 million and will go into the Capital Fund for work on the Old Courthouse, Annex, and possibly Judicial Building.

*Motion by Collins, seconded by Stimpson, to accept the finance report dated August 26, 2020 and place it on file. Motion carried.*

### III. Building & Grounds / Maintenance

Tim reviewed the status of buildings and grounds projects. Capital Improvement projects for the HSB come out of Human Services Building Operations, not Capital Projects. Therefore, the following requests should be referred on to the Personnel/Ways & Means Committee for consideration.

**Human Services Building PTAC Request:** A request was reviewed to accept Adrian Mechanical quote to replace the cabinet unit heater with a PTAC in the east lobby of the Human Services Building at a cost of \$11,510.00 and Adrian Electric & Generator at a cost of \$2125.00 to wire, for a total project budget of \$13,635.00.

*Motion by Collins, seconded by Stimpson, to refer the PTAC purchase in the amount of \$13,635.00 on to the Personnel/Ways and Means Committee for consideration. Motion carried.*

**Human Services Building Lighting Request:** A request to accept Adrian Electric & Generator quote to replace parking lot and building lights with led lighting at a cost not to exceed \$14,325.00 was reviewed.

*Motion by Stimpson, seconded by Collins, to refer the parking lot lighting purchase in the amount of \$14,325.00 on to the Personnel/Ways and Means Committee for consideration. Motion carried.*

#### **IV. Drain Commission**

Jenny provided highlights of recent activities of the Drain Commission, including the well-attended Drain hearings held last week. She stated that she can envision a combination of in-person and zoom meetings in the future.

#### **V. Campus Improvements / Renovations**

The status of renovations of the Old Courthouse were provided. Marty explained that last week an 8-inch water line was installed for the fire suppression system. The City of Adrian has also created a new water loop which will allow the 75 HP fire suppression system to pull water from two directions if needed. The day-safes have been removed and the scaffolding has been installed in the Commissioner Chambers to allow for work to begin on the ceiling.

#### **VI. Other Business**

There was no other business.

#### **VII. Adjournment**

*Motion by Collins, seconded by Stimpson, to adjourn the meeting at 10:24 a.m. Motion carried.*