

PHYSICAL RESOURCES COMMITTEE

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MEMBERS

Dustin Krasny, Terry Collins, Ralph Tillotson

MEETING LOCATION

301 N. Main St – Adrian, MI

Minutes: Thursday, September 7, 2023 – 11:00 a.m.

Present: Commissioners Krasny, Collins, Tillotson, and Van Doren

Also Present: Kim Murphy, Tim Mehan, Jenny Escott, Cari Rebottaro, Shannon Elliott, Becky Borton, Matt Turgeon, and Jen Ambrose

K. Murphy noted that a request needs to be added as agenda item #7.

Motion by Collins, seconded by Tillotson, to accept the amended agenda. Motion carried.

I. Approval of Minutes

Motion by Tillotson, seconded by Collins, to approve the minutes of the August 3, 2023 meeting. Motion carried.

II. Finance Reports: Administrator K. Murphy reviewed the activities of the Building and Site Division of the Capital Improvement Plan; the fund balance is approximately \$1.3 million. She went on to review the Maurice Spear Campus report which has a current fund balance of \$168,302.53.

III. Building & Grounds Report: T. Mehan reviewed the Building and Grounds report and personnel status.

K. Murphy went into more detail regarding the acoustics project within the chambers which is scheduled to begin later this month, noting that while the physical work should be completed by next month's meetings, there may be additional software requirements to provide all of the video functions.

IV. Drain Commission: Drain Commissioner, J. Escott reported that one bid was received for the funding of two projects with interest rates at 4.6 and 5.2%. Although these rates are considered good, it was noted that banks are not interested in funding drain projects.

V. Department on Aging/Vehicle Request: C. Rebottaro reviewed a request to purchase a vehicle; which has been included in the Department on Aging's 2023 budget.

Motion by Tillotson, seconded by Collins, to recommend approval of the vehicle purchase in an amount of \$29,995; out of fund 296.673.601-981 (LDA Admin Vehicle). Motion carried.

VI. DHHS Renovations / Lease: K. Murphy reported that long-term leases are preferable with tenants of the Human Services Building and she has been working with the Michigan Department of Technology, Management, and Budget (agent of DHHS) for several years on an updated lease agreement. Several factors such as space requirements, renovations, and payment options are being negotiated and it seems that an agreement may be available in the near future. A request to move forward with renovations pending State approval was reviewed.

It was also noted that the final lease agreement will be brought back for approval once it becomes available and has been reviewed by corporation counsel.

Motion by Collins, seconded by Tillotson, to recommend the approval of the renovation proposal to the DHHS Office suite in the total cost of up to \$781,186.00 pending the approval of same from the Michigan Department of Technology, Management & Budget. Motion carried.

VII. Public Defender Renovations: K. Murphy reported that due to a recent surprise audit by MIDC, the Public Defender was notified that the County needs to comply with the standard for a private meeting location within the judicial building, and if left unresolved, it could potentially jeopardize funding.

A proposed location was reviewed and the Public Defender has indicated that there may be funds available up to \$25,000 for reimbursement.

Motion by Tillotson, seconded by Collins, to approve the renovations to meeting room 107 in the Judicial Building in the amount of \$28,679 with funding to come from the Building and Site Division of the Capital Fund (401-901-853). Motion carried.

The Committee noted the lack of representation from the Public Defender's Office. They appreciate Department Heads and want to encourage their interaction with the Board of Commissioners, especially when they have a request for approval.

VIII. Updates/Other Business

A. Maurice Spear Campus: K. Murphy provided an update including the steps being taken to research kitchen, facility, and furniture design options, as well as, meetings and tours with state representatives.

Maurice Spear Campus is considered a gold start facility when it comes to the programming and opportunities provided to the adjudicated youth within the facility. Improvements being considered in the detention area will allow us to separate offenders by age and behaviors. This will allow for more productive programming as we continue to work with the adjudicated youth of not only our county, but several other counties around the State of Michigan. We continue to look to the State of Michigan for funding assistance with our facility.

- B. Former Tecumseh Product Site:** K. Murphy reported that as debris is being removed from the site, more debris is being found and all of the debris needs to be removed prior to the installation of the remediation equipment. Additional costs for the debris removal is being evaluated.

The City of Tecumseh is no longer interested in utilizing the water tower and has been working on a city-wide plan that may have an impact on the property.

The appraisal for the property has been completed and is being reviewed.

To date, no proposal to purchase the property has been received.

- C. October Meeting:** A request was submitted to move the October meeting to the second Thursday of the month.

Motion by Tillotson, seconded by Collins, for the next Physical Resources Committee meeting to be set for Thursday, October 12th, at the same time. Motion carried.

IX. Public Comment

There was no public comment.

X. Adjournment

Motion by Tillotson, seconded by Collins, to adjourn the meeting at 11:46 a.m. Motion carried.