

PHYSICAL RESOURCES COMMITTEE



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MEMBERS

Bob Knoblauch, Ralph Tillotson, Terry Collins

MEETING LOCATION

Committee Room, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI

Minutes: Monday, November 4, 2019 – 10:00 a.m.

Present: Commissioners Collins, Tillotson, and Stimpson

Absent: Commissioner Knoblauch

Also Present: Ed Scheffler, Martin Marshall, Sheriff Bevier, Tim Mehan, Jenny Escott, Kim Murphy, Scott Holtz, Irv Shaw, and Rebecca Borton

I. Approval of Minutes

Motion by Collins, seconded by Stimpson, to approve the minutes of the October 10, 2019, meeting. Motion carried.

It was requested that “Adrian Public Schools property request” be added under item #6; Other Business.

I. Finance Reports

Administrator Martin Marshall reviewed the finance report and noted that the Sheriff Building renovation should be ready for closure next month.

II. Building & Grounds / Maintenance

The Building and Grounds report was available for review; Supervisor Tim Mehan provided highlights and requests.

Door Request – Jail: A request for \$13,500 to replace the intake/booking slider door at the jail was reviewed.

Motion by Stimpson, seconded by Collins, to approve up to \$13,500 out of the Capital Improvement Fund for the replacement of the Intake/Booking sliding door. Motion carried.

Concrete Request – Judicial Building: There are a couple of areas around the Judicial Building that need sidewalk repairs/replacement.

Motion by Collins, seconded by Stimpson, to accept the proposal from Schug and authorize up to \$4,130 out of the Capital Improvement Fund for sidewalk repairs around the Judicial Building. Motion carried.

Generator Request – Human Services Building: The Human Services Building is in need of a generator that will provide back-up power for the entire building. A retaining wall, fencing, and landscaping will also need to be done to enclose the generator.

Motion by Collins, seconded by Stimpson, to recommend approval of up to \$310,000 for the Human Services Building generator projector out of the Human Services Building fund. There was discussion. Motion carried.

III. Drain Commission

Drain Commissioner Jenny Escott provided an account balance summary report and shared updates regarding 11 drain bids and the pipeline bond.

Ed Scheffler reviewed a vehicle replacement schedule. There are three trucks due for replacement and the current vehicles will be sold with proceeds returned to the equipment revolving fund.

Jenny added that the request before the Committee today is authorization to purchase the vehicles. She added that financing is typically handled through a bank and then paid for from the Revolving Loan Fund; sewer funds then reimburse the revolving fund.

There was discussion regarding borrowing funds internally vs. a bank. It was determined that if the interest on a loan from the financial institution is more than 3% then it would be prudent to borrow internally.

Motion by Stimpson, seconded by Collins, to authorize the purchase of three vehicle through the MIDeals program at a cost not to exceed \$110,000. Motion carried.

IV. Campus Improvements / Renovations

Phase II: Marty shared copies of architectural renderings of proposed renovations to the Old Courthouse. He reviewed items that had not been included in the proposal. He anticipates the project inclusive of the all items at a cost of \$8,000,000.

Funding of the Old Courthouse renovations will be out of bond proceeds and the Delinquent Tax Revolving Fund will be used to cover bond payments.

There was discussion regarding past, present, future buildings; and the symbolic importance of this particular building.

Motion by Collins, seconded by Stimpson, to recommend Phase II to the Personnel/Ways & Means Committee for consideration. Motion carried.

V. Other Business

ProMedica: A letter has been received from ProMedica notifying the County that the morgue currently housed and operated within ProMedica Bixby Hospital will close on August 1, 2020. The Medical Examiner has been communicating with Jackson County about use of their morgue.

Adrian Public Schools: The County is currently renting storage space at Drager School. Adrian Public Schools has proposed exchanging storage fees for approximately an acre of land adjacent Prairie School (for additional parking).

Motion by Stimpson, seconded by Collins, to recommend to the Personnel/Ways and Means Committee approval of the transfer of property to Adrian Public Schools in lieu of storage fees. Motion carried.

VI. Adjournment

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