

# PHYSICAL RESOURCES COMMITTEE

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## MEMBERS

Ralph Tillotson, Terry Collins

## MEETING LOCATION

Via ZOOM

**Minutes:** Monday, January 11, 2021 – 10:00 a.m.

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

**Others:** Commissioner Wittenbach

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

### I. Approval of Minutes

*Motion by Collins, seconded by Tillotson, to approve the minutes of the December 7, 2020, meeting. Motion carried.*

### II. Finance Reports

Administrator Martin Marshall reviewed the finance report and noted that adjustments to the OCH Renovation Planning and OCH Renovation line items may be brought back to the Committee in February or March.

### III. Building & Grounds / Maintenance

Tim reviewed the status of buildings and grounds projects (report on file).

Maintenance software data entry has been time consuming.

### IV. Drain Commission

Drain Commissioner, Jenny Escott provided current personnel status reporting that there are two current openings and she is anticipating being short-staffed in the near future. She also noted that she will be submitting the 2021 equipment plan and rate approval next month.

### V. Campus Improvements / Renovations

The status of renovations of the Old Courthouse were provided.

The scaffolding has been removed from taken the chambers and the floors are being leveled out. Windows have been installed and work has begun on interior window trimming.

### VI. Other Business

There was no other business.

### VII. Adjournment

*Motion by Collins, seconded by Stimpson, to adjourn the meeting at 10:17 a.m. Motion carried.*