

PHYSICAL RESOURCES COMMITTEE

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

John Lapham, Ralph Tillotson, Terry Collins

MEETING LOCATION

113 W. Front St – Adrian, MI

Minutes: Monday, October 4, 2021 – 10:00 a.m.

Present: Commissioners Lapham, Collins, and Stimpson

Absent: Commissioner Tillotson

Also Present: Martin Marshall, Tim Mehan, Jenny Escott, Kim Murphy, Rebecca Borton, Scott Holtz, Sheriff Bevier, and Captain Pifer

I. Approval of Minutes

Motion by Collins, seconded by Stimpson, to approve the minutes of the August 30, 2021, meeting. Motion carried.

II. Finance Reports: Administrator Martin Marshall reviewed the finance report. All 2021 Appropriations have been made to the Building and Site Division of the Capital Improvement Plan totaling \$365,342.48. There are funds from the sale of bonds to offset the negative balance in the Building and Site Division and money will be transferred from bond proceeds upon completion of the Old Courthouse renovation project.

III. Building & Grounds / Maintenance: Superintendent, Tim Mehan, provided highlights of the activities (report on file). He noted that acquiring parts continues to be a challenge.

IV. Drain Commission: Drain Commissioner, Jenny Escott, provided highlights.

Dump truck: A replacement has been found for the dump truck that was destroyed by a fire. Insurance is expected to cover approximately \$26,600; and what is left of the truck will be scrapped to help cover the costs of the replacement.

Drain Assessment: The Drain Assessment will be presented to the Board of Commissioners next week.

Woodstock-Rollin project: As earlier reported, the bids for the Woodstock-Rollin project came in higher than the anticipated 7.2 million dollars. The project is being rebid and a second request for full faith in credit will be presented to the Board of Commissioners in an amount not to exceed 11.5 million.

The Delinquent Tax Revolving Fund loaned the Drain Commission \$295,000 to pay for engineering for the Woodstock-Rollin project with an expect repayment date of September. However, due to the rebidding process and additional engineering costs, a second loan request in the amount of \$295,000 from the Delinquent Tax Revolving Fund

will be brought before the Commissioners next week. Both loans are expected to be repaid by the end of the year.

The bidding and construction phase will then be opened for this project.

There was some historical background given on the system that was built in the 1970's, the changes to the lake homes that have occurred during this time, and the condition of the system as it is now. Which has been reported to be in good condition.

The project includes the pump stations but not the underground piping, and a replacement fund will be incorporated into the land-owners sewer bills to cover some issues moving forward.

- V. Department on Aging:** A request to authorize a vehicle purchase was reviewed. This vehicle purchase was included in the FY 2020-21 budget.

Motion by Collins, seconded by Stimpson, to recommend authorization of the purchase of a Dodge ProMaster 1500 in an amount not to exceed \$40,000. Motion carried.

VI. Capital Improvement Plan 2022-2026

Deputy Administrator Kim Murphy explained each section of the 2022-2026 Capital Improvement Plan. She reminded the Committee that this is a recommendation to approve the plan, not the individual projects which come back to the Committee for approval as they move forward.

- A. Sheriff Vehicles:** Five vehicles are being requested by the Sheriff's Office as part of their 2022 Capital Improvement plan totaling 124,236.82. In addition, the continued lease payments from prior years will bring the total annual cost of this division to \$237,424.58.

Motion by Collins, seconded by Stimpson, to recommend approval of the 2022 Capital Improvement Plan for the Sheriff's Vehicle Division and authorize the purchase of the Jeep Laredo and two 2021 Dodge Durangos and related equipment in the amount of \$73,309.70 in 2021. Motion carried.

- B. Building & Site:** Budget year 2022 reflects projects totaling \$267,400.

Motion by Stimpson, seconded by Collins, to recommend approval of the 2022-2026 Capital Improvement Plan for the Building and Grounds Division of the Capital Fund. Motion carried.

- C. Bldg & Grnds Vehicle & Equipment:** One equipment replacement in the amount of \$15,000 is included in the proposed for 2022 plan. A formal request to purchase will come back to the Physical Resource Committee in 2022.

Motion by Collins, seconded by Stimpson, to recommend approval of the 2022-2026 Capital Improvement Plan for Building and Grounds Vehicles Division of the Capital Fund. Motion carried.

D. Maurice Spear Campus: Budget year 2022 reflects projects totaling \$145,750.

Motion by Stimpson, seconded by Collins, to recommend approval of the 2022-2026 Capital Improvement Plan for Maurice Spear Campus Division of the Capital Fund. Motion carried.

VII. Campus Improvements / Renovations

Old Courthouse renovations:

- Stained glass ceiling is being installed this week
- Construction fencing has been removed
- Landscaping is being finished up
- Interior cleaning is being conducted

VIII. Other Business

There was no other business.

IX. Public Comment

There was no public comment.

X. Adjournment

Motion by Stimpson, seconded by Collins, to adjourn the meeting at 10:47 a.m. Motion carried.