

PHYSICAL RESOURCES COMMITTEE

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MEMBERS

Ralph Tillotson, Terry Collins

MEETING LOCATION

113 W. Front St – Adrian, MI

Minutes: Monday, February 7, 2022 – 10:00 a.m.

Present: Commissioners Collins and Stimpson

Absent: Commissioner Tillotson

Also Present: Commissioner Krasny, Martin Marshall, Tim Mehan, Ed Scheffler, Kim Murphy, and Rebecca Borton

I. Approval of Minutes

Motion by Stimpson, seconded by Collins, to approve the minutes of the December 6, 2021, meeting. Motion carried.

II. Finance Reports: Administrator Martin Marshall reviewed the finance report.

III. Project 2105 Closure: The generator wiring at the Physical Resources Building has been completed and a request to close Project CPBS 2105 was submitted for consideration.

Motion by Stimpson, seconded by Collins, to close project CPBS.2105 PR Generator Wiring. Motion carried.

IV. Building & Grounds / Maintenance: Superintendent, Tim Mehan, provided highlights of the maintenance report.

Jail Request – Kitchen Steamer: A request to kitchen equipment upgrades in an amount not to exceed \$11,500 was reviewed. This includes a Groehn HY-5G pan convection steamer, filters, and electrical work.

Motion by Stimpson, seconded by Collins, to approve the purchase and installation of the convection steamer in an amount not to exceed \$11,500 out of the Building and Site Division of the Capital Improvement Plan 401.901.859.931. Motion carried.

Jail Request – Laundry Equipment: A request to replace one washer and 2 dryers at a cost not to exceed \$32,831 was reviewed. There is a 5% contingency.

Motion by Stimpson, seconded by Collins, to approve the purchase of one washer and two dryers in an amount not to exceed \$32,831 out of the Building and Site Division of the Capital Improvement Plan 401.901.859.931. Motion carried.

Jail Request – RTU 2, 4 & 5: A request to replace three roof top units at the Jail was reviewed.

Motion by Stimpson, seconded by Collins, to accept the Adrian Mechanical proposal for the replacement of RTU 2, 4, and 5, SC Technologies proposal to land BMI wiring and approve the RTU Replacement project in an amount not to exceed \$145,560 out of the Build and Site Division of the Capital Improvement Plan 401.901.859.931. Motion carried.

Kim noted that since items are coming in over budget, the capital plan will need to be revisited and consideration given for additional funding.

Drain Commission: Drain Commissioner, Ed Scheffler, provided the annual Drain Commission's Equipment Use Charge Rates. These rates are internal charge rates for the committees review and approval. He also mentioned that he anticipates submitting a request to purchase a couple of pick-up trucks in 2022.

Motion by Stimpson, seconded by Collins, to accept the Drain Commission's 2022 Equipment Use Charge Rates. Motion carried.

V. Other Business

Continue to work on OCH renovations and furniture issues.

VI. Public Comment

There was no public comment.

VII. Adjournment

Motion by Stimpson, seconded by Collins, to adjourn the meeting at 10:28 a.m. Motion carried.