

# PHYSICAL RESOURCES COMMITTEE

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## MEMBERS

Ralph Tillotson, Terry Collins, Dustin Krasny

## MEETING LOCATION

301 N. Main St – Adrian, MI

**Minutes:** Monday, August 1, 2022 – 10:00 a.m.

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

**Absent:** Commissioner Collins

**Also Present:** Tim Mehan, Rob VanNieuwenhze, Jenny Escott, Kim Murphy, and Rebecca Borton

### I. Approval of Minutes

*Motion by Krasny, seconded by Stimpson, to approve the minutes of the July 2022, meeting. Motion carried.*

**II. Finance Reports:** Administrator Kim Murphy reviewed the finance report. Changes have been made to the monthly report to include prior year activities, current year closed projects, as well as the Maurice Spear Campus projects. The current fund balance of the Building & Site Division is approximately \$1.9 million; while the current fund balance of the Maurice Spear Campus is approximately \$228,000.

**A. MSC Campus Project Closure Request:** A request to close CPBS 2106 MSC Campus Projects was reviewed. This project included work on the entry doors and the work has been completed.

*Motion by Stimpson, seconded by Krasny, to close project CPBS 2106 Maurice Spear Campus projects. Motion carried.*

It was suggested that the pages from the project pages from Capital Improvement Plan be included in future meeting packets to provide an overall image.

**III. Building & Grounds Report:** Superintendent, Tim Mehan, reviewed the monthly report (on file).

**A. MSC Admin Roof:** A request to accept the bid from Superior Services RSH, Inc. to replace the roof on the Administration Building at Maurice Spear Campus was reviewed.

*Motion by Stimpson, seconded by Krasny, to accept the bid from Superior Services RSH, Inc. to replace the roof on the Administration Building at Maurice Spear Campus in an amount not to exceed \$91,700. Motion carried.*

**IV. Drain Commission:** The Drain Commission fund balance report was available. Drain Commissioner, Jenny Escott, reported that two lifts are being delivered for the Rollin/Woodstock project, installation will begin once the additional parts are delivered. Jenny continues to work on updating the personnel office plan.

Jenny also submitted an updated equipment charge rate for approval. These are the rates that are used to determine fees associated with projects; the cost of insurance, fuel, and equipment maintenance are considerations when determining the prices. There was an increase.

*Motion by Krasny, seconded by Stimpson, to approve the 2022 Equipment Rate Charges as presented. Motion carried.*

**V. Other Business**

Kim Murphy reported that the Human Services Building will be closing early on August 4<sup>th</sup> to conduct some emergency training.

She also provided an update on the Riverview Terrace apartment building status. All residents of Riverview Terrace had been placed. The owner of Riverview Terrace is paying for 3 weeks of hotel stay for those individuals who could not find alternative housing. The majority of the residents are located at a hotel in Dundee, while there are a few that had specific needs that are being lodged at a hotel in Adrian. There are also some who have moved in with family, friends, etc.

The City of Adrian's EOC will continue to remain open and we will continue to provide support in this emergency until a long-term solution is found to the housing situation for these individuals.

**VI. Public Comment**

There was no public comment.

**VII. Adjournment**

*Motion by Stimpson, seconded by Krasny, to adjourn the meeting at 10:54 a.m. Motion carried.*