

PHYSICAL RESOURCES COMMITTEE

301 N. Main St, Adrian, MI 49221
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MEMBERS

Ralph Tillotson, Terry Collins, Dustin Krasny

MEETING LOCATION

301 N. Main St – Adrian, MI

Minutes: Monday, September 12, 2022 – 10:00 a.m.

Present: Commissioners Collins and Tillotson

Absent: Commissioner Krasny

Also Present: Rob VanNieuwenhze, Jenny Escott, Kim Murphy, Shannon Elliott, and Matt Turgeon

I. Approval of Minutes

Motion by Collins, seconded by Tillotson, to approve the minutes of the August 1, 2022, meeting. Motion carried.

II. Finance Reports: Administrator Kim Murphy reviewed the finance report.

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 \$188,000.

III. Building & Grounds Report: Rob VanNieuwenhze, reviewed the monthly report (on file).

A. HSB Concrete: A request to accept the bid from K&B in an amount of \$32,503 for crack fill, seal, and striping at the Human Services Building was reviewed. This project is part of the 2022 Capital Improvement Plan at an estimated cost of \$25,500.

Motion by Collins, seconded by Tillotson, to accept the bid from K&B to fill, seal, and stripe the Human Services Building parking lot, \$32,503 out of the Capital Improvement fund (502.238.930). Motion carried.

B. Complex Concrete: A request to accept the bid from Rock Hard in an amount of \$8,640 for curb and walkway replacement. This project is part of the 2022 Capital Improvement Plan at an estimated cost of \$10,000.

Motion by Collins, seconded by Tillotson, to accept the bid from Rock Hard Concrete in the amount of \$8,640 for curb and sidewalk replacement out of the Capital Improvement fund (401.901.853-930). Motion carried.

C. Annex Building Renovations: Quotes to perform the required renovations. The renovations are fairly extensive. Krieghoff Lenawee prepared the pre-construction documents, which included the floor plans and bid documents. Bids were received for all disciplines required for the renovation. Those bid openings were performed on Wednesday, September 7, 2022. After reviewing the bids and adding up all of the low bids for each discipline, the project has an estimated renovation cost not to exceed \$350,000.

The Public Defender has a grant that may be able to assist with a portion of the cost. However, until that has been verified, I am recommending that funding for this project come from the Contingency Division of the Capital Fund.

Motion by Collins, seconded by Tillotson, to recommend to Personnel Ways and Means that the County move forward with the renovation of the Public Defender's Office in an amount not to exceed \$350,000 with funding to come from 401.901.890 (Capital Fund – Contingency Division). Motion carried.

IV. Drain Commission: The Drain Commission fund balance report was available. Drain Commissioner, Jenny Escott, reported that two lifts were delivered for the Rollin/Woodstock project, installation has begun. Jenny continues to work on updating the personnel office plan.

The Interim Sewer and Water Systems Superintendent has obtained Class "B" license and a request to reclassify him to Sewer and Water Systems Superintendent will be submitted to the Board of Commissioners for consideration. This is a 100% reimbursed position through various sewer and water systems.

V. Other Business

No other business was presented

VI. Public Comment

There was no public comment.

VII. Adjournment

Motion by Collins, seconded by Tillotson, to adjourn the meeting at 10:34 a.m. Motion carried.