

PHYSICAL RESOURCES COMMITTEE

Kimberly L. Murphy
County Administrator

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MEMBERS

Dustin Krasny, Terry Collins, Ralph Tillotson
301 N. Main St, Adrian, MI 49221

MEETING LOCATION
Chambers

Minutes: Monday, July 1, 2024

I. Call to Order

The meeting was called to order at 1:29pm by Comm. Collins

Comm. Krasny was unable to attend. Commissioner Collins chaired the committee and appointed Comm. Van Doren as a voting member of the committee.

Present: Commissioners Terry Collins, Ralph Tillotson, James Van Doren
Also Drain Superintendent Rob Ed Scheffler, Administrator Kim Murphy, Deputy
Present: Administrator Shannon Elliott, Marketing & Communications Coordinator
Jennifer Ambrose, Administrative Coordinator Carissa Zubke, Building &
Grounds Superintendent Tim Mehan, Sheriff Troy Bevier
Absent: Dustin Krasny, Jenny Escott

II. Approval of Minutes

A. Approval of Minutes: June 6, 2024

Motion by Van Doren seconded by Tillotson, to approve the minutes of June 6, 2024. Motion carried.

III. Finance Reports

A. Finance Report

*Administrator Murphy reviewed the finance reports. The Building & Site division of the Capital improvement fund has a \$1.5 million cash balance and four (4) open projects. Maurice Spear Campus division of the Capital improvement fund has approximately \$147,000 with one (1) project remaining open.
No further discussion was held.*

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

*Mehan reviewed his monthly report. Recently there have been issues with the Roof Top Unit #1 at the Sheriff's office.
The water intrusion repairs at the Annex building are nearing completion.
No further discussions.*

B. REQUEST: Jail Booking Renovations

Administrator Murphy reviewed the request to solicit bids for the Jail Booking area renovation project. Previously, approximately \$300,000 of the ARPA funds that were designated for the Mobile Command Unit, was reallocated for renovations. Kreighoff is the contractor of choice due to their security clearance and familiarity with the Jail. They will bid and oversee the project. After bids are reviewed, they will be brought back to the committee for recommendation and approval.

Motion by Tillotson, to move the request to solicit bids for the Jail Booking project to the Board of Commissioners, seconded by Van Doren. Motion carried.

Sheriff Bevier shared that the plans for the project is to build an addition on the north side of the building for the booking and intake. Currently, there is a half wall in the booking area that does not allow for safety. The funds will come from the reallocated ARPA funds.

C. REQUEST: Mobile Command

Administrator Murphy reviewed the request to move forward with the restoration of the Mobile Command Unit at the Sheriffs Office, at a cost not to exceed \$125,000, with funding to come from the re-allocated ARPA funds.

Motion by Van Doren, to move the request to renovate the Mobile Command Unit, to the Board of Commissioners, seconded by Tillotson. Motion carried.

Sheriff Bevier mentioned that the renovations to the Mobile Command Unit will involve upgrading the air conditioning unit to improve efficiency, as well as remodeling the interior. It was discussed that a new build would be close to \$1 million. No further discussion.

V. Drain Commission

A. Account Balances

Superintendent Scheffler reviewed the monthly Drain Commission report. He informed the committee the Woodstock projects continue to move forward and are expected to be completed at the end of summer.

VI. Updates & Other Business

A. REQUEST: Road Patrol Vehicles

The Sheriff's office is requesting approval to purchase three (3) Chevrolet Tahoe for the Lenawee County Sheriff's Office Fleet for Road Patrol in 2024, as part of the Capital Improvement Plan for \$155,955.

Motion by Tillotson, to approve the purchase of 3 Chevrolet Tahoe's from account number 401.901.857-981 for an amount not to exceed \$155,955.00, seconded by Van Doren. Motion

carried.

Administrator Murphy shared the funding will be from the Sheriff Vehicle Fund within the Capital Improvement Plan.

B. MSC Renovations

Deputy Elliott informed the committee that bids for the renovation project started to go out last week. Requests for the approval of items may come to the Board in the near future. Elliott also stated bids for electrical items will be presented at the Personnel Ways & Means meeting. Deputy Elliott is hopeful to break ground on the MSC Renovation in the fall of 2024.

C. Veregy

Previously, the Board of Commissioners requested a study to assess the energy efficiency of the County facilities. Veregy has completed the study and is ready to present the findings and recommendations to the Board. Administrator Murphy reported Veregy will be presenting the findings next week and proposed options include solar, LED, and both. Comm. Tillotson suggested having a first reading of the findings, prior to voting on it. It was discussed that as the full Board of Commissioners, they have an option to table the discussion, postpone, etc.

VII. Public Comment

There was no public comment.

VIII. Adjournment

Motion by Tillotson, Second by Van Doren to adjourn the meeting at 01:49 PM. Motion carried.