

PHYSICAL RESOURCES COMMITTEE

Kimberly L. Murphy
County Administrator

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MEMBERS

Dustin Krasny, Ralph Tillotson, Beth Blanco
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Thursday, May 1, 2025

I. Call to Order

The meeting was called to order at 11:05 AM by Commissioner Krasny.

Present: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco, Commissioner Van Doren

Also Present: Drain Commissioner Ed Scheffler, Administrator Kim Murphy, Marketing & Communications Coordinator Jennifer Ambrose, Building & Grounds Superintendent Tim Mehan, Deputy Superintendent Rob VanNieuwenhze, Accountant Matt Turgeon, Accounts Payable Coordinator Paul Gilbert, Bryan Vish (WLEN)

II. Approval of Minutes

A. Approval of Minutes: April 3, 2025

Motion by Commissioner Blanco, Second by Commissioner Tillotson to approve the Minutes of April 3, 2025. Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco. Opposed: None. Motion Passed.

III. Finance Reports

A. Finance Report

Administrator Murphy presented the Finance Reports to the committee. The committee had no questions on the finance reports.

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

A written report was made available to the committee. Deputy Superintendent Rob VanNieuwenhze presented highlights, including the ARPA projects at the jail and the judicial buildings, the backup HVAC system for the Dispatch Center, the Veregy lighting upgrade project, the DHHS construction project at the Human Services Building, and the Maurice Spear Campus projects.

Commissioner Van Doren inquired about a tracking system for maintenance requests. Deputy VanNieuwenhze reported that they do not have a system like that in place,

but they do try to communicate back with the departments frequently regarding outstanding projects, and he would be happy to look into any issues they were experiencing.

B. Request: Jail Roof Replacement

The request was presented to the committee by Deputy VanNieuwenhze. As part of the 2025 Capital Improvement plan, \$213,000 was budgeted for the replacement of the Lenawee County Jail roof.

Motion by Commissioner Tillotson, Second by Commissioner Blanco to approve the Lenawee County Jail roof replacement by M.W. Morss Roofing not to exceed the price of \$209,700 (\$199,715 + \$9,985 contingency), as part of the Capital Improvement Plan.

Commissioner Tillotson inquired as to the age of the current roof. Deputy VanNieuwenhze responded that it was 22 years old. Commissioner Krasny inquired if that was a good age for flat roofs. Deputy VanNieuwenhze indicated that it had reached the end of its life cycle; they average 20-25 years and the recommended bid for the replacement contains a 20-year warranty. Commissioner Krasny then inquired about the square footage of the roof. Deputy VanNieuwenhze responded that it was 26,592 square feet.

*Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco.
Opposed: None. Motion Passed.*

C. Request: MSC Detention Roof replacement

The request was presented by Deputy VanNieuwenhze to the committee. As part of the 2025 Capital Improvement Plan, \$78,750 was budgeted for the replacement of the Maurice Spear Campus Detention roof.

Motion by Commissioner Blanco, Second by Commissioner Tillotson to approve the Maurice Spear Campus Detention roof replacement by M.W. Morss Roofing, not to exceed the price of \$71,434. (\$64,940 + \$6494 contingency), as part of the Capital Improvement Plan.

Commissioner Tillotson asked if this was a part of the current project taking place at Maurice Spear Campus. Administrator Murphy clarified that this is on the existing part of the detention building, not a part of the new expansion project, and is part of the 2025 Capital Improvement Plan. Commissioner Krasny inquired as to the age of the current roof. Deputy VanNieuwenhze responded that it was over 20 years old.

*Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco.
Opposed: None. Motion Passed.*

V. Drain Commission

A. Monthly Report

A written report was made available to the committee. Drain Commissioner Scheffler presented highlights to the committee including work on the lift station project at Posey Lake, the Red Mill Dam project, drain maintenance work, and a joint meeting with the Road Commission.

The grant request for the Red Mill Dam project was not awarded to Lenawee County, which will necessitate a special assessment for residents in that Special Assessment District. Letters will be mailed to residents in that district soon. Commissioner Krasny inquired as to how the properties are assessed for this project. Drain Commissioner Scheffler responded that it is based on a formula for lake frontage and/or access, not property values. Commissioner Krasny asked when the County acquired the pond. Drain Commissioner Scheffler clarified that the County took ownership of the dam in 2013 based on a court order, after the citizens of the district and the City of Tecumseh petitioned the court. Commissioner Krasny then inquired if the County board voted to take ownership. Drain Commissioner Scheffler clarified that there was no vote; the County was mandated by order of the court. Commissioner Van Doren then added that the funding comes from the district for the maintenance of the dam.

Commissioner Tillotson praised the Drain Commission for the work in his community. He appreciates the work that they do.

B. Request: Purchase of 2025 Ford F-250

Drain Commissioner Scheffler presented the request to the committee. The Drain Commission would like approval to purchase a new 2025 Ford F-250 truck to replace a 2010 GMC Sierra that is not currently drivable without extensive mechanical repairs.

Commissioner Tillotson inquired on the bid price. Drain Commissioner Scheffler responded that the quote is for \$49,698 through the Mi-Deal program.

Motion by Commissioner Tillotson, Second by Commissioner Blanco to recommend the purchase of a 2025 Ford F-250 not to exceed \$50,000, to the Personnel/Ways & Means Committee.

Commissioner Collins inquired about the color of the truck. Drain Commissioner Scheffler responded that it is Oxford White. Commissioner Blanco inquired about the typical replacement process. Drain Commissioner Scheffler responded that the vehicles should be replaced every ten years. They have twenty vehicles in their fleet. Commissioner Krasny inquired about the need for a F-250 versus a F-150. Drain Commissioner Scheffler responded that they frequently haul generators that exceed the capacity of a F-150.

*Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco.
Opposed: None. Motion Passed.*

C. Request: Purchase 2025 Ford F-250

Drain Commissioner Scheffler presented the request to the committee. He explained that he planned to bring this forward later this year, but due to the immediate need to replace one vehicle and the ability to still purchase 2025 models through Mi-Deal, he proposed the purchase of a second vehicle at the same time. The second vehicle proposed to be replaced is a 2015 Ford F-250 with 134,000 miles and in need of considerable work.

Motion by Commissioner Tillotson, Second by Commissioner Blanco to recommend the purchase of 2025 Ford F-250 in the amount not to exceed \$50,000, to the Personnel/Ways & Means Committee.

Commissioner Tillotson inquired if it was a two-door or four-door vehicle. Drain Commissioner Scheffler responded that it is a two-door vehicle. Commissioner Collins asked about the mileage on the previous vehicle, if similar to the Sheriff's Office vehicles, much of that was idling time. Drain Commissioner Scheffler confirmed that it is the case. Commissioner Krasny asked about the process for the vehicles once they are replaced. Drain Commissioner Scheffler explained the process to accept sealed bids for the sale of our fleet vehicles once they are replaced.

*Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco.
Opposed: None. Motion Passed.*

VI. Updates & Other Business

A. Request: Purchase Dodge Ram - Sheriff's Office

Administrator Murphy presented the request to the committee. The request is to purchase a 2025 Dodge Ram from LaFontaine CJDR of Lansing on State bid pricing. This was originally approved as part of the 2025 Capital Improvement Plan.

Motion by Commissioner Blanco, Second by Commissioner Tillotson to approve the purchase of 2025 Dodge Ram from LaFontaine CJDR of Lansing for \$45,466.00, as part of the Capital Improvement Plan.

Commissioner Collins asked questions regarding the drive system and weight of the vehicle. Administrator Murphy researched the information provided in the packet to provide clarification; it was not provided. Commissioner Van Doren researched the VIN number online to provide clarification to the committee.

*Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco.
Opposed: None. Motion Passed.*

B. Request: Commissioning Agent at Maurice Spear Campus

Administrator Murphy presented the request to the committee. Our new construction project at Maurice Spear Campus (MSC) has reached the 50% completion milestone. With progress moving steadily, it is now critical that we engage a Commissioning Agent (CxA) to ensure that the systems being installed and integrated are functioning according to the project's design

intent, performance requirements, and operational needs. The commissioning services will consist of testing the energy performance of the mechanical systems, service water heating systems, power systems, lighting systems, other equipment systems, the building envelope, and associated system controls. 4 proposals were received from Obsborn, Fishbeck, Matrix, and FST. These proposals were reviewed and vetted by the Construction Manager at Risk, Granger. Fishbeck's proposal encapsulated the entire scope of work and offered the best value for the price of \$28,850. This component of the MSC expansion is in Owner soft costs and the County will need to sign the contract directly with Fishbeck.

Commissioner Tillotson inquired as to the range and number of bids solicited. Administrator Murphy clarified that those are outlined on the Action Request Form. There were four proposals received, reviewed, and vetted by Granger.

Motion by Commissioner Blanco, Second by Commissioner Tillotson to recommend to the Board of Commissioners to accept and sign the Fishbeck contract for Commissioning Agent for the Maurice Spear Campus expansion in the amount of \$28,850. Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco. Opposed: None. Motion Passed.

C. MSC Renovations

Administrator Murphy gave an update on the Maurice Spears Campus renovation and expansion project. She reviewed the recent walk-through given to Commissioners and explained that the work is about 50% complete. Photographs were provided to the committee and are available on our website for the public to stay informed on progress of the project. Another tour will be offered in the future.

VII. Public Comment

There was no public comment.

VIII. Adjournment

Motion by Commissioner Tillotson, Second by Commissioner Blanco to adjourn the meeting at 11:36 AM. Votes in Favor: Commissioner Krasny, Commissioner Tillotson, Commissioner Blanco. Opposed: None. Motion Passed.