

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, September 4, 2025

I. Call to Order

Present: *Dustin Krasny, Terry Collins, Jim Van Doren, Beth Blanco*

Also *Deputy Drain Commissioner Kara Choate, Administrator Kim Murphy, Deputy*

Present: *Administrator Shannon Elliott, Marketing & Communications Coordinator Jennifer Ambrose, Administrative Coordinator Carissa Zubke, Community Engagement Specialist Quinn Wilt, Captain Jacob Pifer, Accountant Matt Turgeon, Brian Vish (WLEN), Building and Grounds Superintendent Rob VanNieuwenhze*

The meeting was called to order at 11:00 by Comm. Krasny

II. Approval of Minutes

A. Approval of Minutes: August 7, 2025

Motion by Blanco, seconded by Tillotson to approve the minutes from August 7, 2025. Motion carried.

III. Finance Reports

A. Finance Report

Deputy Administrator Elliott reviewed the MSC and Building/Site Divisions of the Capital Fund finance reports. Various projects are open and expected to close in the near future. No discussion.

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

Building & Grounds Superintendent VanNieuwenhze reviewed the department's report. The padded cell doors at the Jail have been repaired after 20 years of use. Painting in the Juvenile Probation department was completed. A backup Emergency Operations Center (EOC) was reconfigured at the Robertson building, to reflect the set-up at the primary EOC. The chiller compressor at the Human Services Building has broken and is unable to be repaired. Quotes are being requested for a replacement. The first quote received was for approximately \$75,000.

Roof installation at the existing MSC detention unit has been completed, and the project is expected to close next month.

B. Request: Accept Bids for PR Building Exterior Project

The 2025 capital improvement plan included a budget for repairing the exterior brick-mortar/caulk/paint at the Physical Resources Building. It is being requested to accept the proposal from OBR for this project in the amount of \$28,864.00.

Motion by Blanco, to approve the OBR proposal for \$28,864.00, as part of the 2025 Capital Improvement Plan, seconded by Tillotson. Motion carried.

C. Request: Close Judicial Elevator Project CPBS 2503

Deputy Elliott stated no funds remain from project CPBS 2503, and it is ready to close.

Motion by Tillotson, to close project CPBS2503, seconded by Blanco. Motion carried.

D. Request: Close Jail Roof Project CPBS 2505

The Jail Roof project is completed and ready to close. Deputy Elliott stated there is a balance of just over \$9,000 and will be returned.

Motion by Blanco, to close project CPBS2505, seconded by Tillotson. Motion carried.

V. Drain Commission

A. Monthly Report

Deputy Drain Commissioner Kara Choate shared highlights from the department. Crews are currently working on the open drains at Rollin & Hudson Twp.

There will be a tile drain replacement project and the Commission is currently accepting bids from contractors. This project is in Ridgeway Twp. and will replace about 4,300 lf. of tile main. No further discussion.

VI. Updates & Other Business

A. Request: Secondary Road Patrol Vehicle

The Secondary Road Patrol grant will have approximately \$48,000 remaining after expenses are paid in the 4th Quarter. The current vehicle is beginning to age and requires maintenance and the request is to purchase a 2025 Dodge Durango police vehicle from LaFontaine CDJR of Lansing for \$43,913.

Deputy Administrator Elliott reported the purchase will take place this month and the upfit will be in October.

Motion by Tillotson, to recommend the purchase of a 2025 Dodge Durango for less than \$43,913 for Secondary Road Patrol, seconded by Blanco. Motion carried.

B. Request: MSC Cell Booster

The expansion at Maurice Spear Campus is built with thick concrete walls, metal reinforcements, and secure construction materials, which can severely block cellular signals. Cellular Boosters help improve signal penetration within offices, staff areas, and control rooms.

This project and cost are included in the Guaranteed Maximum Price of the Maurice Spear Campus project, falling under the Soft Costs portion of the project.

Motion by Blanco, seconded by Tillotson to recommend the purchase of the MSC cell booster for \$36,500.00 to Personnel/Ways & Means. Motion carried.

C. Request: 2026-2030 Capital Improvement Plan -Building & Site Division

The 5 year 2026-2030 Building and Site Division of the Capital Improvement Plan was reviewed. The budget year 2026 reflects projects totaling \$363,235.00 and includes a \$20,000 contingency.

Elliott noted that the 2025 Annex building project planned for this year is being moved to 2026 due to the various road work being done this season.

Motion by Blanco to recommend approving the 2026-2030 Building & Site Division of the Capital Improvement Plan, seconded by Tillotson. Motion carried.

D. Request: 2026-2030 Capital Improvement Plan- B & G Equipment/Vehicles

The 2026-2030 Building and Grounds Equipment/Vehicles was presented. The budget year 2026 reflects projects totaling \$95,000. It is requested to recommend approval of the Building & Grounds — Vehicles/Equipment Division of the Capital Improvement Plan to Personnel/Ways & Means.

Motion by Tillotson to recommend approving the Building & Grounds - Vehicles/Equipment Division of the Capital Improvement Plan to Personnel/Ways & Means, seconded by Blanco. Motion carried.

E. Request: 2026-2030 Capital Improvement Plan- Maurice Spear Campus Division

The 2026-2030 Maurice Spear Campus Division of the Capital Improvement Plan was reviewed. Budget year 2026 reflects projects totaling \$233,369.00 and includes a \$20,000.00 contingency.

Deputy Administrator Elliott shared that the MSC gym and administration buildings will be the focus in 2026. Two projects that were planned for 2025 were not completed due to the expansion project and the funding will be carried over for completion in 2026.

Motion by Blanco, to recommend approving the 2026-2030 Maurice Spear Campus Division of the Capital Improvement Plan to Personnel/Ways & Means, seconded by Tillotson. Motion carried.

Discussion took place regarding the inclusion of the building's exterior mortar/caulk/seal project and how this will tie in with the awarded grant that will address some of the same projects.

Deputy Administrator Elliott stated that the awarded grant does not cover the exterior of the buildings, but will renovate the interior sleeping rooms of existing detention, therefore capital funds would be used for the exterior projects.

F. Request: 2026-2030 Capital Improvement Plan - Sheriffs' Vehicles Division

The 2026–2030 Sheriff's Vehicles Division of the CIP was reviewed, and the request is to recommend the approval of the plan to the Personnel/Ways & Means Committee. The budgeted amount for 2026 is \$327,000.

Motion by Blanco, to recommend approval of the Sheriff's Vehicles Division of the Capital Improvement Plan to Personnel/Ways & Means, seconded by Tillotson. Motion carried.

Discussion was held regarding the bidding process for the vehicles. Captain Pifer stated that LaFontaine is the primary state vendor for these types of vehicles.

There is a cost savings for the County when purchasing them through the States bidding process.

Deputy Administrator Elliott shared that the up-fit to the patrol vehicles are done locally in Lenawee.

G. Request: 2026 Capital Improvement Plan - Other County Vehicles

The 2026 Capital Improvement Plan for Other County Vehicles was reviewed, and the requested amount is \$55,000.

Motion by Blanco, to recommend approval of the 2026 County Vehicles Division of the Capital Improvement Plan, to Personnel/Ways & Means, seconded by Tillotson. Motion carried.

Discussion was held that the vehicle would include the County Seal, lists Emergency Management Department, and would be white. This is the standard vehicle color for Lenawee County vehicles.

The current Emergency Management vehicle has several issues and will be moved to the County Airport, where staff can fix it and use it for their needs.

H. Request: 2026 Capital Improvement Plan - Tecumseh Products Division

The 2026 Tecumseh Products Site Division of the Capital Improvement Plan was reviewed and includes a 2026 budget of \$20,000, for property maintenance. It was requested to recommend approval to Personnel/Ways & Means.

Motion by Tillotson, to recommend approving the Tecumseh Products Site Division of

the Capital Improvment Plan, to Personnel/Ways & Means, seconded by Blanco. Motion carried.

I. Request: 2026 Capital Improvement Plan - Judicial

A new Division to the Capital Improvement Plan has been added for Judicial Building Renovations. As noted in the 2024 Judicial Building study, there are various renovations needed at the Judicial Building. The request is to recommend approving the 2026 budget of \$2,000,000 for the Judicial Division of the Capital Improvement Plan.

Motion by Tillotson, to recommend approving the Judicial Division of the Capital Improvement Plan to Personnel/Ways & Means, seconded by Blanco. Motion carried.

J. MSC Renovations

Renovations to the Maurice Spear Campus are close to complete. A ribbon-cutting ceremony is scheduled 9/26/25 at 2:00pm.

The Department on Aging will occupy the kitchen space at the end of this month. Full occupancy will take place the first week of October.

VII. Public Comment

No comment.

VIII. Adjournment

Motion by Tillotson, seconded by Blanco to adjourn at 11:26am. Motion carried.