

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, November 6, 2025

I. Call to Order

Present: Terry Collins, Dustin Krasny, Ralph Tillotson, Jim Van Doren, Beth Blanco
Also Drain Commissioner Ed Scheffler, Administrator Kim Murphy, Deputy
Present: Administrator Shannon Elliott, Marketing & Communications Coordinator
Jennifer Ambrose, Administrative Coordinator Carissa Zubke, Building &
Grounds Superintendent Rob VanNieuwenhze, Accountant Matt Turgeon,
Engagement Specialist Quinn Wilt

Meeting called to order at 11:11am by Comm. Krasny.

II. Approval of Minutes

A. Approval of Minutes: October 9, 2025

Motion by Tillotson, to approve the minutes of October 9, 2025 seconded by Blanco.
Motion carried.

III. Finance Reports

A. Finance Report

Deputy Elliott reviewed the Building & Site and MSC Divisions of the Capital Improvement fund reports; no discussion.

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

*Superintendent Rob VanNieuwenhze shared highlights from the monthly report.
The department recently welded grating at the Jail and the kitchen mixer was repaired.
The boiler controls at the Judicial building were recently fixed.
Arrangements for the County Christmas tree have been completed.
Lawn equipment has been winterized, and the department is preparing for winter weather.
The renovations at the Health Department are ongoing, and they will be starting the HSB meeting room renovations soon.*

V. Drain Commission

A. Monthly Report

Drain Commissioners account balance summary was provided; no discussion.

B. **Request:** Lake Arrowhead Estates - Capital Improvements/Debt Service Charge

Drain Commissioner Ed Scheffler reviewed the request for a Capital Improvement Debt Service charge for the water system in Raisin Twp, north of Sutton Rd.

Lenawee County has been the owner since 1982. In this time, there have been two (2) temporary debt service charges; one in 2021 and 2022, both of which have expired.

The remaining original well pumps failed and had to be replaced. The cost of that replacement was \$25,493.85. Scheffler is proposing a short-term (3-year) loan to cover this expense. The proposed debt service charge would be \$10.73 per month plus finance charges per residence. The typical interest is about 4.5–5%.

The current monthly base charge is \$37.50 for Operation and Maintenance; with this increase it will be approximately \$50.00 per month.

A draft resolution is included in the packet, and it is requested to recommend to the Personnel/Ways & means committee.

Motion by Tillotson, to recommend approving the 2-year debt service charge for \$25,493.85, to Personnel/Ways & Means, seconded by Blanco. Motion carried.

Scheffler stated a notice would be sent to all residents. There will be an option to pay in advance.

It was confirmed that the water comes from 2 wells existing prior to 1982.

VI. Updates & Other Business

A. MSC Renovations

Deputy Elliott discussed that phase two of the MSC renovations are on track and going well.

B. **Request:** Furnishings for Jail Control Room

Deputy Administrator Elliott reviewed the request. The Control Center of the Lenawee County Jail is the main hub to maintain security throughout the jail. It serves as the eyes and ears of all operations by use of cameras, electronic door access / egress, and officer / inmate communication. There are two redundant stations, one on the north end, and one on the south end of the 3rd floor. Control is designed this way to manage complete oversight of 8 total housing units (4 to each side).

The request is to recommend accepting the bid from Xybix in the amount of \$45,372.47 for furnishings at the Lenawee County Jail control room. County IT will acquire 14 additional monitors (7 at each station) totaling \$1,666. The remaining funds will go towards the cost of electrical work needed for the installation of new equipment, as part of the 2025 Capital Improvement Plan.

Motion by Tillotson, to approve the bid for furnishings at the Jail Control room, as part of the 2025 Capital Improvement Plan, not to exceed \$55,000, seconded by Blanco. Motion carried.

It was discussed that since this was approved in the Capital Improvement Plan, this committee has the authority to approve.

C. Request: Juvenile Justice Grant - Contingency

Deputy Administrator Elliott reviewed the request. The MDHHS Juvenile Justice Infrastructure grant project has started, and demolition of the existing MSC detention has begun. The budget established for this project is \$1,833,194.00, with \$132,063.00 earmarked for contingency. During construction, unforeseen issues inevitably arise and are resolved through change orders, which require prompt approval to avoid costly delays. It is requested to recommend authorizing the Administrator to approve change orders in the project utilizing the project contingency funds, to the Personnel Ways & Means Committee.

Motion by Blanco, to recommend authority to the Administrator to expend Contingency funds earmarked in the budget for necessary Change Orders on the MSC detention renovation project, to the Personnel/Ways & Means Committee, seconded by Tillotson. Motion carried.

D. Evergreen Tree Discussion

Comm. Van Doren opened discussion regarding a permanent tree in the Old Courthouse front lawn, to act as the annual Christmas tree, instead of one being cut down each year. Comm. Van Doren has someone who would be willing to donate a large permanent tree and cover the expense of it. Discussion continued regarding possible impact on utility lines, etc.

Additional details regarding the transportation of the large tree and information will be brought back to the committee.

VII. Public Comment

No comment.

VIII. Adjournment

Motion by Tillotson to adjourn at 11:35am, seconded by Blanco. Motion carried.