

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, June 4, 2026

I. Call to Order

Present: *Comm Ralph Tillotson, Beth Blanco, Dustin Krasny, Ralph Tillotson, Terry Collins*

Also Present: *Drain Commissioner Ed Scheffler, Administrator Kim Murphy, Marketing & Communications Coordinator Jennifer Ambrose, Administrative Coordinator Carissa Zubke, Building & Grounds Superintendent Rob VanNieuwenhze, Accountant Matt Turgeon, Community Engagement Quinn Wilt, Budget Analyst Tracy Stace*

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

II. Approval of Minutes

A. Approval of Minutes: May 7, 2026

Motion by Tillotson to approve the minutes of May 7, 2026, seconded by Blanco. Motion carried.

III. Finance Reports

A. Finance Report

Administrator Murphy reviewed the quarterly report, which includes all the divisions that the Physical Resources Committee is responsible for: Building and Site, Maurice Spear Campus, Building and Grounds Equipment, Contingency, Other Vehicles, Sheriff's Vehicle Division.

Remaining funds from the Richard Germond dedication will be returned once the project is completed.

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

Superintendent Rob VanNieuwenhze provided monthly updates.

A few weeks ago, the department assisted with the Richard Germond Sheriff's Office dedication and had a great attendance. The Commissioners thanked VanNieuwenhze for all the work the department assisted with for this event.

Exterior painting was completed at the Physical Resources building, along with a roof and gutter replacement in progress.

The County Parks are open and are being fully maintained.

A punch list walkthrough of MSC renovations was completed yesterday and a final walkthrough is scheduled next week.

Discussion opened up regarding road salt for the winter. VanNieuwenhze reported they have 100 tons being delivered initially, and another 50 tons delivered later in the season. The current salt barn will hold a total of 100 tons. Over the years, the barn has started to deteriorate and a replacement for it is scheduled on the capital improvement plan in the next 3–4 years.

B. Request: Close Concrete Repair Project

There was a request to close project CPBS2507, Complex Concrete Repair, which was carried over from the 2025 Capital Improvement Plan project.

Motion by Blanco, to close project CPBS2507, seconded by Tillotson. Motion carried.

C. Request: Close MSC Old DT Windows

The MSC old detention window replacement project has been completed and ready to close.

Motion by Blanco, to close project CPMS 2602, seconded by Tillotson. Motion carried.

Discussion opened up; no contingency was used for either of the projects being requested to close and remaining funds will go back into the fund balance for each division.

V. Drain Commission

A. Monthly Report

Drain Commissioner Ed Scheffler shared highlights from the report.

Two open ditch projects are ongoing, they are catching up on the drain maintenance projects, and are scheduling summer projects.

Commissioner Scheffler met with state reps last week regarding a house bill, the Dam Safety amendment bill, which would increase permitting requirements with unclear timelines, and increased expenses. State appropriations are primarily for dam removal, not dam improvements, and if the bill passes, there would be increased expenses to the department. Scheffler stated they sent a joint letter to the house requesting a delay in action for this bill.

An update on the Burns Drain project was provided; Sheffler stated this will require a public hearing to be scheduled in the near future.

VI. Updates & Other Business

A. MSC Renovations

As mentioned previously the new construction and old detention renovations at MSC are coming very close to ending; no further discussion.

VII. Public Comment

No comment.

VIII. Adjournment

Motion by Tillotson to adjourn at 11:19am, seconded by Blanco. Motion carried.