

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, August 6, 2026

I. Call to Order

Present: *Dustin Krasny, James Van Doren, Beth Blanco, Ralph Tillotson, Terry Collins*
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, Community Engagement
Quinn Wilt

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

II. Approval of Minutes

A. Approval of Minutes: July 2, 2026

Motion by Tillotson, to approve the July 2, 2026 minutes, seconded by Blanco. Motion carried.

III. Finance Reports

A. Finance Report

Deputy Administrator Elliott reviewed the monthly finance reports; no further discussion.

IV. Building and Grounds / Maintenance

A. Building and Grounds / Maintenance

Superintendent Rob VanNieuwenhze was present. The department replaced a cracked cast iron pipe at the Jail and padded cell renovations have started.

The rooftop unit at the Sheriff's office was repaired and working well now.

The AC condenser drain at the Old Courthouse began leaking and work was done to reroute it.

The carpet replacement project at the Community Mental Health suite in HSB has started.

This is a large project and is being done on the weekends; expected to take a total of about 10 weeks.

Chiller repairs at the Human Services Building were also completed and working well.

B. **Request:** Close Judicial Building Chiller Repair Project

There was a request to close the Judicial Chiller repair project. Deputy Administrator Elliott reported a project balance of \$1,500 that would be returned.

Motion by Blanco, to close project CPBS 2607, seconded by Tillotson. Motion carried.

C. Request: Close MSC Gym Roof Replacement Project

There was a request to close MSC gym roof replacement project; there is a project balance of \$37,650.

Motion by Blanco, to close project CPMS 2603, seconded by Tillotson. Motion carried.

D. Request: Close Physical Resource Building Carpet Replacement Project

There was a request to close the physical resources building carpet replacement; project balance of \$2,500.

Motion by Blanco, to close project CPBS 2604, seconded by Tillotson. Motion carried.

E. Request: Close Physical Resource Building Roof Replacement Project

Request to close the physical resource building roof replacement project; a project balance of \$5,000.

Motion by Tillotson, to close project CPBS 2605, seconded by Blanco. Motion carried.

F. Request: Complex Sealcoating Project

Deputy Elliott reviewed the request for complex seal coating.

As part of the 2026 Capital Improvement Plan, \$22,500 was budgeted to crack fill/seal/stripe the South Complex lots at the County. It was requested to accept K&B proposal of \$15,646.71 and a \$1,500 project contingency.

Motion by Tillotson, to approve the K&B proposal for South Complex lots in the amount of \$15,646.71 and \$1,500 contingency, seconded by Blanco. Motion carried.

V. Drain Commission

A. Monthly Report

Drain Commissioner Ed Scheffler was present.

Currently, the drain crews have a drain clean out project in Adrian Twp. The annual ditch brush spraying is occurring and will continue through the summer.

Last month, the City of Hudson required a large culvert replacement after it had failed; this was funded by the City of Hudson.

The sewer and water operation crews have been performing a lot of preventative maintenance projects. The department was very busy with emergency call-outs during the large storm on July 4th.

Discussion took place regarding recent nationwide hacking of water and sewer systems.

VI. Updates & Other Business

A. MSC Renovations

Deputy Elliott reported there are a few minor projects to be completed and hopeful to take full possession in the next month.

VII. Public Comment

No comment.

VIII. Adjournment

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