

CHAIRPERSON
DALE COPELGE

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
VINCE DRAGONETTI

COUNTY SERVICES COMMITTEE
DIANNE HOLMAN, CHAIR
ANDY SCHOR
MARK GREBNER
VICTOR CELENTINO
DEBBIE DE LEON
DON VICKERS

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, MARCH 6, 2012 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [February 21, 2012 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Women's Commission - Interviews
2. Treasurer's Office - Resolution Authorizing a Temporary Principal [Residence Auditor Assistant](#)
3. Circuit Court
 - a. Request to Waive Hiring Freeze for Vacant [Deputy Juvenile Register III](#)
 - b. Request to Waive the Hiring Delay and Freeze for Judge Baird's [Court Officer/Research Clerk](#) Position
4. Animal Control - Request Waive of Hiring Freeze and Delay on a Vacant [Animal Control Officer](#) Position
5. Purchasing - Resolution Granting a Permanent Waiver of the Requirements of the Ingham County Living Wage Policy to [St. Vincent Catholic Charities](#)
6. Equalization
 - a. Resolution Approving Entering into a Grant with the Michigan Department of Licensing and Regulatory Affairs and Appoint Douglas A. Stover as County [Grant Administrator](#) for the 2012 Remonumentation Project
 - b. Resolution to Contract with Ronnie M. Lester as County Representative and [Enger Surveying and Engineering](#) for Services as Monumentation Surveyor for the Ingham County Monumentation and Remonumentation Project in 2012
7. Health Department - Resolution to Accept [Healthy! Capital Counties Funds](#) and to Authorize a Temporary Part-Time Position

8. Management Information Services - Resolution to Approve the Annual Maintenance Purchase for the Exagrid Backup Appliances from [CDW-G](#)

9. Parks Department
 - a. Resolution to Adopt the Ingham County Parks 2012-2016 [Facility Master Plan](#)
 - b. Resolution Rescinding the County Parks Second Vehicle Annual [Parking Pass](#) Fee
 - c. Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for [2012 Marketing](#)
 - d. Resolution Approving a Transfer of Funds and Authorization to Proceed with Replacement of Lighting Within the [Coral Reef Exhibit](#)
 - e. Resolution Authorizing a Transfer of Funds to Accommodate the Purchase of Cages for the [Discovery Building](#)
 - f. Resolution Authorizing Increasing the Vacant Part-Time [Zookeeper](#) 400 Position to a Full-Time Position and Approval of a Line Item Transfer
 - g. Resolution Approving a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide [Seasonal Workers](#) for Customer Service Related Positions

10. Controller's Office
 - a. Resolution to Establish the [Final Staffing](#) at the Ingham County 911 Central Dispatch Center
 - b. Resolution Setting Public Hearings on the Transfer of Powers, Duties and Functions of the Ingham County [Road Commission](#) to the Ingham County Board of Commissioners
 - c. Update on the Road Commission Transition (*Materials to be Distributed at Meeting*)

11. Board of Commissioners
 - a. Resolution Congratulating [Bethel Seventh-Day Adventist Church](#) on the Event of their Public Affairs and Religious Liberty Day
 - b. Fair Board Appointments

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

COUNTY SERVICES COMMITTEE
February 21, 2012
Minutes

Members Present: Dianne Holman, Andy Schor, Mark Grebner, Victor Celentino, Debbie De Leon, Don Vickers and Board Chairperson Copedge.

Members Absent: None

Others Present: Becky Bennett, Mary Lannoye, Travis Parsons, Willis Bennett, Rick Terrill, Jill Rhode, Chuck Gray, Greg Harless and others.

The meeting was called to order by Chairperson Holman at 6:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the February 7, 2012 Minutes

The February 7, 2012 Minutes were approved as submitted.

Additions to the Agenda

6. Clarification - Copies of the Scanned PDF Version of the MERS Resolution for the UAW and Teamsters.
9. Late - Resolution Urging Meijer to Continue to Allow the Distribution of Free Newspapers and Publications Throughout its Chain of Stores

Chairperson Holman changed the order of the Agenda. The Youth Commission Interviews will be first followed by the Fair Board Interviews and then the question of a Consent Agenda.

Limited Public Comment

None.

(Comm. Schor arrived at 6:04 p.m.)

1. Youth Commission – Interviews

The Committee interviewed Hyong Nguyen for the Youth Commission. Betty Banks was absent from the interview. There are up to eighteen (18) vacancies.

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. VICKERS, TO APPOINT HYONG NGUYEN TO THE YOUTH COMMISSION.

MOTION CARRIED UNANIMOUSLY.

2. Fair Board - Interviews

The Committee interviewed Jan Criss, Julie Pingston, Gary Gierke, Eileen Hunter, and Keith Rockwood, Jr., for the Fair Board. Amanda Snook was absent from the interview. There are two (2) vacancies.

(Comm. Schor left at 6:14 p.m. and returned at 6:19 p.m.)

Comm. De Leon suggested the Committee discuss the qualifications of the applicants and make their appointment decision at the Regular Board Meeting. The Committee agreed.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

4. Health Department - Resolution to Authorize a Contract with GAV Associates to Write Up Preliminary Construction Documents for Alterations and Renovations at Willow Health Center
5. Sheriff's Office
 - a. Waive Hiring Freeze and Delay for an Open Deputy (F.O.P.) Position
 - b. Waive Hiring Freeze and Delay for an Open Lieutenants (F.O.P.) Position
8. Board of Commissioners
 - a. Resolution Honoring Darryl Diamond
 - b. Resolution Honoring Stan Jordan

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

3. Circuit Court - Resolution Authorizing Supplemental Reimbursement for Judicial Assistants

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION AUTHORIZING SUPPLEMENTAL REIMBURSEMENT FOR JUDICIAL ASSISTANTS.

Comm. Schor asked if this is a bonus and if so why is it not part of the compensation. Ms. Lannoye stated it is a bonus in recognition of working for a Judge who has supervision authority. Chairperson Holman explained the reimbursement is an adjustment to the resolution language based on the change in position expertise. Comm. Grebner explained it would be necessary to reclassify the position each time a Chief Judge and Chief Judge Pro-Tem are elected with a different expertise as the preceding Judge.

MOTION CARRIED UNANIMOUSLY.

6. Financial Services - Resolution Authorizing and Clarifying Pension Benefits for Potter Park Zoo Employees

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. DE LEON, TO APPROVE THE RESOLUTION AUTHORIZING AND CLARIFYING PENSION BENEFITS FOR POTTER PARK ZOO EMPLOYEES.

Comm. Vickers asked for a brief history of why this is being done. Ms. Rhode explained during the transition of the Zoo from the city of Lansing to Ingham County some benefits were not transferred, transferred correctly or there was a conflict. This resolution takes care of those problems. Comm. Schor asked if the unions have seen the resolution. Ms. Rhode answered yes and there are letters of understanding.

MOTION CARRIED UNANIMOUSLY.

7. Parks Department - Resolution to Apply for a Michigan Department of Natural Resources Recreation Passport Grant for a Handicap Accessible Restroom at Burchfield Park

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION TO APPLY FOR A MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT FOR A HANDICAP ACCESSIBLE RESTROOM AT BURCHFIELD PARK.

Comm. Vickers expressed his concern of cost over-runs asking if the project could become over budget. Mr. Bennett stated it is not expected; however, funds are available in the budget. He explained this is a pre-fabricated building on a concrete pad and a sidewalk is needed. Comm. Grebner asked if there would be running water. Mr. Bennett answered no.

Comm. De Leon asked for status on the Snow Board Hill. Mr. Bennett was pleased to announce the hill was opened for 8 hours per day this past Saturday and Sunday. There were a couple hundred of people there each day. He was pleased to hear people calling others to tell them the hill was open.

Mr. Bennett explained they were able to make snow in the evenings; however, the entire area was not covered. He noted that weather conditions have not been favorable this winter. Mr. Bennett stated the gate and food revenues were good, in addition to, this being a learning experience. The snow making and other mechanical equipment worked well.

MOTION CARRIED UNANIMOUSLY.

9. Resolution Urging Meijer to Continue to Allow the Distribution of Free Newspapers and Publications Throughout its Chain of Stores

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION URGING MEIJER TO CONTINUE TO ALLOW THE DISTRIBUTION OF FREE NEWSPAPERS AND PUBLICATIONS THROUGHOUT ITS CHAIN OF STORES.

Comm. Vickers stated he would be voting no on the resolution because he is not in favor of telling people how to run their businesses.

MOTION CARRIED with Comm. Vickers and Holman Voting “no”.

Announcements

Comm. Vickers acknowledged the contributions of Darryl Diamond and Stan Jordan to the Fair Board.

Public Comment

Chuck Gray, UAW, stated he was opposed to bonuses for some and not others.

Tom Gamez, Road Commission Employee, is looking forward to moving forward and thanked Ms. Lannoye for providing him with the web links he requested.

Comm. Grebner asked Ms. Lannoye if there is a plan for the Road Commission. Ms. Lannoye confirmed the Governor signed the bill and she would have a draft of the plan including a time table at the next meeting. She expressed her concerns of timing, hearings, and liability insurance. Comm. Vickers understood the hearings were pulled from the bill. Ms. Lannoye stated she understood the hearings are required further stating she will confirm what requirements need to be met.

The Committee discussed the Road Commission.

Steve Oswald, Ingham County Employee, stated he understands there will be many uncertainties and everyone needs to work together. He asked to bring Mr. Benjamin back to work explaining bids are needed for construction materials.

Comm. Grebner clarified that the Board of Commissioners will not hire or fire employees and further explained that is the responsibility of the Director for Department of Transportation and/or the Controller. Specifically, Mr. Benjamin’s employment status will not be a decision of the Board of Commissioners.

The meeting adjourned at approximately 7:02 p.m.

Respectfully submitted,

Julie Buckmaster

MARCH 6, 2012 COUNTY SERVICES COMMITTEE STAFF REVIEW SUMMARY

HIRING FREEZE

The Controller recommends approval of the following hiring freeze requests:

- 3(a). Circuit Court - Deputy Juvenile Register III
- 3(b). Circuit Court - Judge Baird's Court Officer/Research Clerk Position

- 4. Animal Control - Animal Control Officer

ACTION ITEMS

The Controller recommends approval of the following action items:

- 2. Treasurer - *Resolution Authorizing Temporary Principal Residence Auditor Assistant*

This temporary position would assist in auditing principal residence exemption claims and would be funded out of the Delinquent Tax Revolving Fund. The Treasurer asserts that based on past experience the position will recoup unpaid property taxes well in excess of the cost of the position.

- 5. Purchasing - *Resolution Granting a Permanent Waiver of the Requirements of the Ingham County Living Wage Policy to St. Vincent Catholic Charities.*

Attached is a letter dated February 22, 2012, from St. Vincent Catholic Charities (STVCC) requesting a permanent waiver from the requirements of the Ingham County Living Wage Policy. In 2003, 2004, and again in 2008, STVCC requested, and the County agreed to grant a waiver to STVCC, provided that adequate yearly progress was being made toward paying its employees a living wage. The 2008 waiver expired on December 31, 2011.

- 6(a). Equalization - *Resolution Approving Entering into a Grant with the Michigan Department of Licensing and Regulatory Affairs and Appoint Douglas A. Stover as County Grant Administrator for the 2012 Remonumentation Project.*

The resolution authorizes acceptance of our annual remonumentation grant from the State in the amount of \$85,400 and appoints the grant administrator.

- 6(b). Equalization - *Resolution to Contract with Ronnie Lester as County Representative and Enger Surveying and Engineering for Services as Monumentation Surveyor for the Ingham County Monumentation and Remonumentation Project in 2012.*

The resolution officially appoints Mr. Lester as County Representative and authorizes a contract with his firm Enger Surveying & Engineering in amount not to exceed \$65,360. Enger submitted the lowest bid, has other relevant experience with the County, and is a local vendor.

- 7. Health Department - *Resolution to Accept Healthy! Capital Counties Funds and to Authorize a Temporary Part-Time Position.*

The resolution accepts \$25,000 from the Barry-Eaton Health Department to work on a health assessment and health improvement plan. The health assessment is funded by our local hospitals and Barry-Eaton is the fiduciary. The resolution also authorizes a part-time temporary position to work on the project.

8. Management Information Services - *Resolution to Approve the Annual Maintenance Purchase for the Exagrid Backup Appliances from CDW-G.*

Ingham County currently utilizes 2-Exagrid backup appliances to backup all of Ingham County's electronic information. This is a critical piece of hardware for the county and is used to retrieve files in the case of a failure or disaster to our network data. I am recommending we place these appliances under an annual maintenance contract at a total cost of \$17,143.74. This cost is identical to the cost of the maintenance in 2011/2012.

9(a). Parks - *Resolution to Adopt the Ingham County Parks 2012-2016 Facility Master Plan.*

This resolution adopts the 2012-2016 Ingham County Parks Facility Master Plan as presented by the Ingham County Parks & Recreation Commission. The plan can be amended at any time by the Board of Commissioners, and carries with it no commitment on the part of the Board of Commissioners to fund any particular recommendation contained within the plan. The Parks Facility Master Plan is intended to provide general guidelines for the orderly development of the County Park system. In order to remain eligible for state and federal grant programs it is necessary that the Parks Facility Master Plan be updated every five years.

9(b). Parks - *Resolution Rescinding the County Parks Second Vehicle Annual Parking Pass.*

The resolution eliminates the \$15 county parks second vehicle annual parking pass fee that was approved in Resolution #11-165. Please refer to Willis Bennett's memorandum for a more detailed explanation.

9(c). Parks - *Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2012 Marketing.*

This resolution approves a transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Zoo Society for the 2012 marketing of the Zoo. A similar transfer was approved last year. The Zoo Society will match the \$60,000 with an additional \$15,000.

9(d). Parks - *Resolution Approving a Transfer of Funds and Authorization to Proceed with Replacement of Lighting Within the Coral Reef Exhibit.*

This resolution authorizes Facilities staff to proceed with the replacement of lighting within the Coral Reef Exhibit. It also authorizes the transfer of \$3,000 approved for the Mandrill Floor project to the maintenance supply line-item to cover the costs. The funds are available because the Mandrill project was completed last year.

9(e). Parks - *Resolution Authorizing a Transfer of Funds to Accommodate the Purchase of Cages for the Discovery Building.*

The Animal Management Team and Zoo Management have recommended replacing the cages within the Discovery Building due to the poor design and age of the existing cages. By replacing the cages, care and health of the animals will be improved as well as the safety and efficiency of Zookeeper staff. Zoo staff recommends that funds previously approved in the 2012 Capital Improvement Budget for the Otter and Lemur exhibits be transferred to allow for the replacement of the cages.

9(f). Parks - *Resolution Authorizing Increasing the Vacant Part-Time Zookeeper 400 Position to a Full-Time Position and Approval of a Line-item Transfer.*

It is the desire of the Potter Park Zoo Management Team to have an adequately staffed animal care department. The Zoo Management Team has identified funding for the additional costs associated with the full-time position within the existing Potter Park Zoo budget. The Zoo Management Team recommends that the vacant part-time Zookeeper 400 position be increased to a full-time Zookeeper 400 position. The savings from reductions in the overtime line item by having a full-time position plus savings realized from the Potter Park Zoological Society assuming responsibility for the seasonal revenue positions will fund this position.

9(g). Parks - *Resolution Approving a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide Seasonal Workers for Customer Service Related Positions.*

This resolution authorizes the Potter Park Zoological Society to provide seasonal workers for customer service related positions at the Potter Park Zoo. In addition, this resolution approves the transfer of funds for the year 2012 in the amount of \$102,000.00 from the Potter Park Zoo Millage to the Potter Park Zoo Society. The Zoo Management Team recommends that combining resources in the key customer service areas, by having all revenue staff be hired, trained, supervised and paid by the Potter Park Zoological Society, will allow the Zoo to provide the most effective and consistent customer service.

10(a). Controller - *Resolution to Establish the Final Staffing at the Ingham County 911 Central Dispatch Center.*

The resolution establishes the following positions: 1 Assistant Director, 1 Administrative Assistant, 56 Telecommunicators, and 6 Supervisors in the 911 Center. In addition the resolution establishes a Computer Technician Level I in MIS to provide technical support to the 911 Center.

10(b). Controller - *Resolution Setting Public Hearings on the Transfer of Powers, Duties, and Functions of the Ingham County Road Commission to the Ingham County Board of Commissioners.*

The resolution sets public hearings for March 27, 2012 and April 10, 2012 before the Board of Commissioners at 6:30 pm in the Courthouse Board Room. One of the statutes recently signed by the Governor requires 2 public hearings before the Board can take action to dissolve the Road Commission and absorb their responsibilities.

OTHER ACTION ITEMS

11(a). Board of Commissioners - *Resolution Congratulating Bethel Seventh-Day Adventist Church on the Event of their Public Affairs and Religious Liberty Day.*

Memorandum

ERIC SCHERTZING
Ingham County Treasurer

John C. Schlinker
Chief Deputy Treasurer

P.O. Box 215
Mason, MI 48854-215
517/676-7220

February 23, 2012

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Temporary Principal Residence Auditor

The County Treasurer proposes a Temporary Principal Residence Exemption Auditor position during FY 2012 to assist in auditing principal residence exemption claims. This position will be funded from Delinquent Tax Fund 529 in the amount of \$5,000. Based on our experience, this position will recoup unpaid property taxes well in excess of the cost of the position.

Thank you for your consideration of this Resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A TEMPORARY PRINCIPAL RESIDENCE
AUDITOR ASSISTANT**

WHEREAS, the Ingham County Treasurer has the authority to audit claims of Principal Residence Exemption [MCL 211.7cc(10) et. seq.]; and

WHEREAS, the Ingham County Treasurer's Office denied 66 Principal Residence Exemptions for the 2010 Tax Year resulting in recoupment of an additional \$302,434 in property taxes; and

WHEREAS, the Ingham County Treasurer is convinced that a temporary employee dedicated to auditing Principal Residence Exemptions will result in the recoupment of sufficient property tax dollars to justify investing in a this position; and

WHEREAS, the Ingham County Treasurer proposes to fund this temporary position from the Delinquent Tax Fund 529; and

WHEREAS, the Ingham County Treasurer proposes to employ this position in FY 2012.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves funding of a Temporary Principal Residence Exemption Auditor position for FY 2012 in the Treasurer's Office at an amount not exceed \$5,000.

BE IT FURTHER RESOLVED, that funding for this position will come from Delinquent Tax Fund 529.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller to make any necessary budget adjustments and position allocation list amendments in the Treasurer's 2012 budget.

MEMORANDUM

TO: RESOLUTIONS/COUNTY SERVICES COMMITTEE

FROM: KAY L. TAYLOR, CIRCUIT COURT CLERK'S OFFICE

**RE: REQUEST TO WAIVE HIRING FREEZE FOR VACANT DEPUTY
JUVENILE REGISTER III**

DATE: FEBRUARY 21, 2012

Due to the voluntary resignation of a Deputy Juvenile Register III this position has remained vacant since December 31, 2011. The Circuit Court Clerk juvenile staff has been reduced by two full time FTEs in recent years. The remaining seven FTEs (one currently vacant) are responsible for processing and maintaining the records of the Juvenile Division of the Circuit court including preparing and processing court orders, preparing and ensuring proper notice is provided, and maintaining the court records for delinquency and abuse/neglect cases assigned to four judicial offices and two referees. In addition one of the seven FTEs processes all adoption and name change matters filed with the court.

The Circuit Court Clerk's office has struggled to process court documents during the loss of staffing to ensure the workload assigned to the juvenile clerks of the Circuit Court Clerk's office is maintained. With the Deputy Juvenile Register III position unfilled those demands have now reached the saturation point causing an inability to timely process orders, provide appropriate notice, and properly process court documents creating a detrimental impact on the judicial offices, the community, and the youth of Ingham County.

For the above reasons I am requesting the hiring freeze be waived for the vacant Deputy Juvenile Register III position. I am also requesting if the position is filled internally that the resulting vacant internal position in the Circuit Court Clerk's office be exempt from a hiring freeze and/or eight week hiring delay.

MEMORANDUM

TO: County Services Committee

FROM: David Easterday, Circuit Court Administrator

RE: Request To Waive The Hiring Delay And Freeze For Judge Baird's
Court Officer / Research Clerk Position

DATE: February 29, 2012

Judge Baird hired a new Court Officer / Research Clerk in October, 2011. She and I attended the County Services Committee meeting on August 16, 2011 to ask for an exception to the hiring freeze for the position. That exception was approved and Mr. Robare began employment on 10/17/11.

Mr. Robare has decided to pursue other employment and gave Judge Baird a letter of resignation today that is effective April 18, 2012. Because of his short duration with the Circuit Court, and the importance of the Court Officer / Research Clerk position, Judge Baird has asked that I request an exception to the hiring delay and hiring freeze in order that she can fill the position as soon as possible after Mr. Robare's departure.

A copy of my memo to this Committee dated July 26, 2011 is attached.

Your approval is requested.

MEMORANDUM

TO: County Services Committee

FROM: David Easterday, Circuit Court Administrator

RE: Request To Waive The Hiring Freeze For Judge Baird's
Court Officer / Research Clerk Position

DATE: July 26, 2011

Judge Baird's Court Officer / Research Clerk has submitted her letter of resignation stating that she will be leaving her position on July 29, 2011. The position is also known as the Law Clerk.

Judge Baird relies heavily of the support of the Court Officer and without someone in the position she would have a difficult time fulfilling her duties as an Ingham County Judge.

Each Circuit Court Judge has three staff members for their office. They include a Judicial Assistant, Court Reporter and Court Officer. Not having all three staff members would create a severe hardship on the ability to do the work in the Judicial Office. The biggest concern is that the Court Officer is the only staff member of the office who possesses accreditation to assist the Judge in the analysis of law. One specific case in which this has been extremely helpful is a current case assigned to Judge Baird, Duncan et al v the State of Michigan and Jennifer Granholm. This case would ultimately impact the entire State of Michigan's indigent defense system and, therefore, it is imperative that Judge Baird is able to properly research and then execute a thorough opinion, while not neglecting her other ongoing cases.

The Court Officer helps the Judge and her staff on a daily basis by assisting in the legal review of orders, motions and personal protection orders by communicating legal concerns and direction not only to the Judge but also to attorneys and individuals in pro per. She helps in the preparation of daily cases, acts as back-up to the Judicial Assistant, retrieves documents and filings from an already overwhelmed clerk's office and helps analyze and execute new statutes and court rules. On a larger scale the Court Officer is the first in line to create order and security for the Judge, her staff, jurors and the general public. This position is the only staff member deputized by the Ingham County Sheriff's Department and has the ability to arrest and escort prisoners in the absence of Sheriff's Department deputies. Additionally, the Court Officer has the distinct responsibility for jurors on the Judge's behalf. She must escort the jurors to and from the courtroom and juror room and act as liaison between the jury and the Judge.

The Circuit Court utilizes Court Officers each week to assist the Personal Protection Order Judge when those hearings are held. Once again the Court Officer is the only person with a legal background able to assist that judge in the interpretation and execution of the proper laws and procedures that go along with PPOs. The loss of Judge Baird's Court Officer would create a hardship on the other Judges as their Court Officers would need to fill in on extra days, not allowing them to complete the duties of their assigned Judges.

Judge Baird is willing to wait eight weeks for the hiring delay. We would like to request that the position be exempted from the hiring freeze and that she be able to hire someone the first part of October. Both she and I understand the current financial status of Ingham County and its budget crisis, but she needs this position filled in order to honor her responsibility as an elected official of Ingham County. A Court Officer is imperative so that she is able to complete her duty to provide justice and fairness to the people of the 30th Circuit Court.

Thank you for your consideration.

Memo

To: County Services Committee
From: Jamie McAloon Lampman, Director
CC: Mary Lannoye, County Controller and John Neilsen, Deputy Controller
Date: March 1, 2012
Re: Request waive of hiring freeze and delay on a vacant Animal Control Officer Position and to allow for back filling of the position.

The position of Animal Control Officer is vacant as a result of a retirement in December 2011. This position is not slated to be cut in 2012 and is budgeted to be filled on April 1, 2012.

Funds are available in the in the General Fund. ICAC is requesting to fill the position April 1, 2012 as budgeted.

ICAC's road officer level is at a critical point. This vacancy will have a seriously negative impact on the service response in the field and citizen safety. It is for this reason I am asking for your consideration. This ACO responds to priority complaints such as police-assist, dog bites, licensing revenue, rabies quarantines and animal cruelty. This position is an essential function to ICAC

The minimum total personnel costs (salary and fringes) to maximum personnel costs cost for the FT Animal Shelter Operator range from \$63,175 including fringe benefits to total maximum cost is \$80,661 including fringe benefits. ICAC is planning on replacing this position at the minimum cost for 2012. This position is fully funded by the General Fund.

ICAC is one of the busiest shelters in Michigan. Six officers respond to over 7000 complaints annually. Road officers work six days per week. The shelters takes in 4000 animals annually.

SERVICE IMPACTS

- Inability to maintain current level of service and response time to citizens
- Increase in nuisance complaints-many of which are predominantly complaints directly related to dogs that are unaltered and unlicensed.
- Decline in the quality of care and services provided to animals, citizens and effectiveness of staff
- Inability to enforce the licensing of dogs will lead to an increase in unaltered dogs that are a significant percentage of the service calls and resources used by animal control.
- Threat to the safety and health of the staff; the public and the animals due to overwhelming work loads and associated stress.
- Increase in customer complaints, animal euthanasia and loss of community support

Waiving the hiring freeze for this position not only prevents loss of revenue but has shown through previous years it has been instrumental in producing revenue through timely, efficient and professional customer service. The shelter has worked diligently to promote a positive customer service image throughout the county that encourages people to seek and use its services.

The short term benefits of further freezing this position are not in the County's best interest compared to the negative long range consequences of undoing the positive work that has been accomplished.

MEMORANDUM

TO: County Services Committee
FROM: Jim Hudgins, Purchasing Director
SUBJECT: Living Wage Permanent Waiver Request
DATE: February 23, 2012

Attached for your review and consideration is a letter dated February 22, 2012, from St. Vincent Catholic Charities (STVCC) requesting a permanent waiver from the requirements of the Ingham County Living Wage Policy. In 2003, 2004, and again in 2008, STVCC requested, and the County agreed to grant a waiver to STVCC, provided that adequate yearly progress was being made toward paying its employees a living wage. The 2008 waiver expired on December 31, 2011.

In Ingham County, living wage is defined as an hourly wage rate which is equivalent to 125% of the U.S. Department of Health and Human Services poverty threshold for a family of four, based on 2,000 hours worked annually. For 2012, the living wage rate is \$14.42/hour. Twenty percent (20%) of the hourly rate paid by the employer may be reduced if a comprehensive health care benefits package is provided.

Vendors contracting with the County primarily to perform services are required to pay their employees a living wage if the following two (2) conditions apply:

1. The total expenditure of the contract or the total value of all contracts the vendor has with the County exceeds \$50,000 in a twelve-month calendar; and,
2. The vendor employs five (5) or more employees.

Certain groups of vendors and special conditions are exempt from the provision of this policy including a non-profit human services agency.

The Living Wage Policy states that:

“... a non-profit human services agency may request a waiver of the provisions of the policy if it believes that the application of the policy would cause economic harm to the agency in a fashion that would result in the harm created by application of the policy outweighing the benefits of applying the policy.”

The County Services Committee reviews waiver requests and provides its recommendation to the Board of Commissioners for final action. Representative Lynette Long, V.P. Human Resources/Quality Assurance, STVCC, will be in attendance at the March 6 County Service Committee meeting to answer your questions.

February 22, 2012

Jim Hudgins, Jr., Director of Purchasing
Ingham County
P.O. Box 319
Mason, MI 48854

Dear Mr. Hudgins,

We have received the Ingham County Resolution outlining the policy that requires any vendor who contracts with the County for services, where the total expenditure of the contract exceeds \$50,000 in a 12-month period pay its employees living wage. The purpose of this letter is to request a permanent waiver.

Since 2003 our agency has received waivers that have allowed us to be exempt from complying with the living wage requirement. These exemptions have been granted because:

1. *The extreme financial hardship that would be placed upon our agency if forced to comply would without doubt require us to close programs or discontinue some services that we currently provide.*
2. *The largest contract with the county and the money received for the Refugee Services program is pass through money.*

In the Ingham County Commissioners meeting in 2009, the last time our waiver was granted, the Board discussed allowing our agency to have a permanent waiver. However, neither I nor the Chief Executive Officer, Andrea Seyka ever received any follow-up or feedback regarding the outcome of that discussion.

In closing, again, I am requesting that St. Vincent Catholic Charities be provided a permanent waiver from the Ingham County living wage requirement.

Sincerely,

Lynette Long, Vice President
Administrative Services

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION GRANTING A PERMANENT WAIVER OF THE REQUIREMENTS OF THE
INGHAM COUNTY LIVING WAGE POLICY TO ST. VINCENT CATHOLIC CHARITIES**

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #03-168, which established a policy requiring certain contractors to pay their employees a living wage; and

WHEREAS, the policy provides that a non-profit human services agency may request a waiver of the provisions of the policy if it believes that the application of the policy would cause economic harm to the agency in a fashion that would result in the harm created by application of the policy outweighing the benefits of applying this policy; and

WHEREAS, in 2003, 2004, and in 2008, St. Vincent Catholic Charities requested, and the County agreed to grant waivers of the requirements of the Living Wage Policy to St. Vincent Catholic Charities; and

WHEREAS, due to the extreme economic hardship that it believes that it would incur in complying with the Living Wage Policy, St. Vincent Catholic Charities is now requesting a permanent waiver from the requirements of the Living Wage Policy; and

WHEREAS, the request has been reviewed and is being recommended by staff and the County Services Committee.

THEREFORE BE IT RESOLVED, that the Board of Commissioners grants a permanent waiver of the requirements of the Ingham County Living Wage Policy to St. Vincent Catholic Charities.

Agenda Item 6a and 6b

To: County Services and Finance Committees

From: Douglas A. Stover, Director
Ingham County Equalization Department

Date: February 21, 2012

Subject: 2012 Remonumentation Grant

Attached are two resolutions.

The first resolution authorizes entering into the 2012 Survey and Remonumentation Grant with the Michigan Department of Licensing and Regulatory Affairs and appoints the County Grant Administrator. The appropriation amount for the 2012 grant is \$85,400.

The second resolution appoints the County Representative and County Surveyor.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING ENTERING INTO A GRANT WITH THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS AND APPOINT DOUGLAS A. STOVER AS COUNTY GRANT ADMINISTRATOR FOR THE 2012 REMONUMENTATION PROJECT

WHEREAS, a grant application was submitted to the Office of Land Survey and Remonumentation of the Michigan Department of Licensing and Regulatory Affairs, for the sole purpose of receiving funds to implement Ingham County's Monumentation and Remonumentation Plan; and

WHEREAS, as requested, the Ingham County Remonumentation Committee did consult with and take into account the preferences and needs of local units of government, the Ingham County Road Commission, local surveyors, and area real estate developers in choosing areas in which to work; and

WHEREAS, the Office of Land Survey and Remonumentation of the Michigan Department of Licensing and Regulatory Affairs has reviewed Ingham County's 2012 Survey and Remonumentation Grant Application in the amount of \$85,400, and has forwarded the 2012 Grant Agreement/Contract for execution; and

WHEREAS, as required by Act 345, P.A. 1990, a condition of receiving annual grant funds to implement the County Monumentation and Remonumentation Plan is that the County appoint a County Grant Administrator.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners approves entering into a grant with the Michigan Department of Licensing and Regulatory Affairs for the purpose of receiving \$85,400 in grant funds for the Ingham County Monumentation and Remonumentation Project in the year 2012.

BE IT FURTHER RESOLVED, upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners appoint Douglas A. Stover, Equalization Director, for the related services of County Grant Administrator as required by Act 345, P.A. 1990.

BE IT FURTHER RESOLVED, that the County Chairperson, County Clerk and County Grant Administrator have the authority to sign said grant contract documents once County Attorney has approved said contract.

MEMORANDUM

TO: County Service and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: February 24, 2012
SUBJECT: Proposal Summary for Remonumentation Surveyor

Project Description:

The Ingham County Remonumentation Committee sought proposals from qualified and experienced surveyors for the purpose of acting as Monumentation Surveyor for 2012, in accordance with the guidelines and conditions set forth in P.A. 345 of 1990, State Survey and Remonumentation Act.

It is expected that approximately 75 corners will be researched and/or be monumented and recorded in 2012 (specific corners will be determined at a later date). The Contractor will perform the required services in areas of Ingham County as directed by Ronnie M. Lester, the County representative.

Proposal Summary:

Vendors contacted: 15 Local: 5
Vendors responding: 2 Local: 2

Table with 3 columns: Company, Cost, Local. Rows include Enger Surveying & Engineering (\$65,360, Yes - Mason) and DLZ Industrial Surveying (\$82,500, Yes - Lansing).

Other vendors not responding:

- 1) Bumstead Land Surveys, Charlotte - Would prefer to serve as a subcontractor on this contract rather than the primary.
2) Boss Engineering, Howell - Did not provide a reason for non-submittal.
3) Polaris Surveying Company, Mason - Busy out of town with other projects.
4) Fitzgerald Henne, Lansing - Person solicitation was sent to no longer works for the company. Vendor file has been updated.
5) LSG Engineers & Surveyor, Lansing - Woman who handles proposals was out on maternity leave and others were not available to respond and handle project.

Recommendation:

The Evaluation Committee recommends awarding a contract to Enger Surveying & Engineering in an amount not to exceed \$65,360. In addition to submitting a responsive bid, Enger is a local vendor, is licensed and insured, has other relevant experience working on projects of similar size and scope, and has previous experience working with the County.

Advertisement:

The RFP was advertised in the Lansing State Journal, New Citizens Press and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTRACT WITH RONNIE M. LESTER AS COUNTY REPRESENTATIVE AND ENGER SURVEYING AND ENGINEERING FOR SERVICES AS MONUMENTATION SURVEYOR FOR THE INGHAM COUNTY MONUMENTATION AND REMONUMENTATION PROJECT IN 2012

WHEREAS, Acts 345 and 346, P.A. of 1990, states that each County in the State of Michigan shall prepare a County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Monumentation and Remonumentation Plan was submitted by the Ingham County Board of Commissioners and approved by the State Survey and Remonumentation Commission on June 24, 1992; and

WHEREAS, as required by Act 345, P.A. 1990 a condition of receiving annual grant funds to implement the County Monumentation and Remonumentation Plan is that the County obtain and/or contract with a professional surveyor to oversee the activities of the grant project; and

WHEREAS, Ronnie M. Lester, P.S., was selected in 1992 to be the Ingham County Representative and has since been an integral part of the implementation of the Ingham County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Remonumentation Committee has completed the Request for Proposal process to select a qualified surveying company to conduct the actual research and monumentation field work necessary to accomplish the objectives of the grant agreement; and

WHEREAS, Enger Surveying & Engineering submitted a proposal to perform all of the monumentation services for 2012; and

WHEREAS, it is the recommendation of the Purchasing Department, with the concurrence of the Remonumentation Committee, that it is in the County's best interest to authorize a contract with Enger Surveying & Engineering for services as monumentation surveyor for 2012.

THEREFORE BE IT RESOLVED, upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners contract with Ronnie M. Lester, P.S., upon approval of the 2012 Grant Application by the State Monumentation and Remonumentation Commission, for the related services of County Representative as required by Act 345, P.A. 1990. Said contract to be funded by Survey and Remonumentation grant funds authorized under Act 345, P.A. 1990, for the period of one year, January 1, 2012 through December 31, 2012, at a cost not to exceed \$12,250.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract for the services of County Remonumentation Project Surveyor as required by Act 345, P.A., 1990, with Enger Surveying & Engineering, said contract to be funded by Survey and Remonumentation grant funds for a period of one year, January 1, 2012 through December 31, 2012, in an amount not to exceed \$65,360.

BE IT FURTHER RESOLVED, that the County Chairperson and County Clerk have authority to sign said contracts and County Attorney be directed to prepare the necessary contracts.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: February 23, 2012

RE: Recommendation to Accept Healthy! Capital Counties Funds
and Authorize a Temporary Position

The Ingham County Health Department has partnered with Mid Michigan hospitals and local health departments to work on a community health assessment project called *Healthy! Capital Counties*. Participation in the project is helping us move closer to one of my goals for the Health Department: achieving national accreditation from the Public Health Accreditation Board (PHAB).

As part of the Affordable Care Act, the Internal Revenue Service requires not-for-profit hospitals to conduct periodic community health assessments and create health improvement plans to guide their community benefits programs (IRS Notice 2011-52). Hospitals are strongly encouraged to collaborate with local health departments in this work. In Mid Michigan Sparrow, McLaren Greater Lansing, Eaton Rapids and Hayes Green Beach hospitals are collaborating with the Ingham County Health Department, Mid Michigan District Health Department and Barry Eaton District Health Department. The hospitals are using their own funds to support this work and have designated the Barry-Eaton District Health Department as fiduciary.

This project will help the Health Department win PHAB accreditation. Accreditation is likely to influence the ability of health departments to win federal grants in the future. PHAB requires local health departments that want to be accredited to create a community health assessment and a community health improvement plan. As mentioned, these documents will be created as part of our participation in *Healthy! Capital Counties*.

The participants in this project have agreed to provide the Health Department up to \$25,000 to work on the health assessment and health improvement plan. I am seeking authorization to accept funds to permit us to hire a temporary part-time Health Analyst (ICEA/PRO8).

I recommend that the Board of Commissioners accept the \$25,000 from the Barry-Eaton District Health Department and authorize the Health Department to hire a temporary part-time health analyst to work on the community health assessment and health improvement plan.

Attachment

c: John Jacobs w/attachment

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT
HEALTHY! CAPITAL COUNTIES FUNDS AND
TO AUTHORIZE A TEMPORARY PART-TIME POSITION**

WHEREAS, under new Internal Revenue Service regulations (IRS Notice 2011-52) that are part of the Affordable Care Act, not-for-profit hospitals are required to conduct community health assessments and write health improvement plans and are encouraged to partner with local health departments in this work; and

WHEREAS, Mid Michigan hospitals and health departments, including the Ingham County Health Department, are conducting such a community health assessment and will write a health improvement plan; and

WHEREAS, the participating hospitals are using their own funds to support this work and have established the Barry-Eaton District Health Department as fiduciary for the project; and

WHEREAS, the Ingham County Health Department has agreed to play the leading role in conducting the data analysis and writing for the health assessment and health improvement plan; and

WHEREAS, the project participants have agreed to reimburse the Health Department \$25,000 for the cost of this work; and

WHEREAS, the Health Department desires to use these funds to hire a temporary part-time Health Analyst (ICEA/PRO 8) to work on the health assessment and health improvement plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts \$25,000 from the Barry-Eaton District Health Department.

BE IT FURTHER RESOLVED, effective upon approval of this resolution, the Board of Commissioners authorizes the creation of a temporary part-time Health Analyst (ICEA/PRO 8) to work on the community health assessment and health improvement plan in FY 2012.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and County Clerk are authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

Ingham County Management Information Services

Tom Shewchuk, Director - Email: tshewchuk@ingham.org

To: Board of Commissioners
From: Tom Shewchuk
CC:
Date: February 21, 2012
Re: Resolution – Exagrid Maintenance 2012/2013

Dear Commissioners,

Ingham County currently utilizes 2-Exagrid backup appliances to backup all of Ingham County's electronic information. This is a critical piece of hardware for the county and is used to retrieve files in the case of a failure or disaster to our network data. I am recommending we place these appliances under an annual maintenance contract at a total cost of \$17,143.74. This cost is identical to the cost of the maintenance in 2011/2012.

Thank you in advance for your consideration and please contact me if you have any questions.

Sincerely,

Tom

Agenda Item 8

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE ANNUAL MAINTENANCE PURCHASE FOR THE EXAGRID
BACKUP APPLIANCES FROM CDW-G**

WHEREAS, the Ingham County network data is backed up nightly on 2 Exagrid Disk Backup Appliances; and

WHEREAS, these appliances are critical to maintaining a copy of all County information in case of a failure;
and

WHEREAS, these appliances require hardware and software maintenance in order to maintain current software levels and timely replacement of hardware if needed; and

WHEREAS, the total cost for 12 months of annual maintenance for these appliances is \$17,143.74 which is the same cost of the previous year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the Exagrid Annual Maintenance from a CDW-G (government co-operative contract) in the amount of \$17,143.74.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund (245-25810-932030).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 7, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution to Adopt the Ingham County Parks Facility Master Plan

This resolution asks the Board of Commissioners to adopt the 2012-2016 Ingham County Parks Facility Master Plan as presented by the Ingham County Parks & Recreation Commission. The plan can be amended at any time by the Board of Commissioners, and carries with it no commitment on the part of the Board of Commissioners to fund any particular recommendation contained within the plan.

The Parks Facility Master Plan is intended to provide general guidelines for the orderly development of the County Park system. In order to remain eligible for state and federal grant programs it is necessary that the Parks Facility Master Plan be updated every five years.

The plan is based on feedback from 730 area residents, park users, park staff, and others who participated in an online survey in January of 2012. It should be noted that the first three priorities identified by participants were: (1) maintaining and improving existing park land, facilities and features; (2) enhancing existing and developing new multi-use trails; and (3) providing free or low-cost activities and entertainment year-round.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE INGHAM COUNTY PARKS
2012-2016 FACILITY MASTER PLAN**

WHEREAS, in 2007, the Ingham County Board of Commissioners adopted a revised County Parks Master Plan for Ingham County; and

WHEREAS, the Parks Facility Master Plan is intended to provide general guidelines for the orderly development of the County Park system; and

WHEREAS, in order to remain eligible for state and federal grant programs it is necessary that the Parks Facility Master Plan be updated every five years; and

WHEREAS, the Ingham County Parks & Recreation Commission recommends to the Ingham County Board of Commissioners that the 2012-2016 Ingham County Parks Facility Master Plan be approved.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the 2012-2016 Ingham County Parks Facility Master Plan as presented by the Ingham County Parks & Recreation Commission.

BE IT FURTHER RESOLVED, that the goals and objectives for 2012 through 2016, as stated in the Master Plan, shall be construed as desirable goals only with no implied commitment on the part of the Board of Commissioners to fund any particular recommendation contained therein.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Rescinding the County Parks Second Vehicle Annual Parking Pass Fee

The resolution authorizes the elimination of the \$15.00 county parks second vehicle annual parking pass fee that was approved in Resolution #11-165.

In an effort to increase revenue the Parks Management team recommended fee increases to certain revenue generating activities within the Ingham County Parks system for implementation in 2012. Along with other county fees Board of Commissioner Resolution #11-165 authorized a 2012 second vehicle annual parking pass fee at the reduced rate of \$15.00.

The Parks Management team has identified the following difficulties in administering the sale of the second vehicle pass and determined there is a very real possibility of fraud by both users and staff:

- Without a stringent, time consuming process, staff cannot effectively administer the sale of the second annual pass. The system needed to determine sale of the passes were for vehicles at the same address, would require verification of proof of registration for each vehicle, create long lines at the parking booths, and be difficult for users to produce the needed proof of registration for each vehicle at the time of purchase.
- A less complex honor system would speed up the process, but allow users to purchase a second pass at the reduced rate and possibly share it with others not residing at their address. For example, a parent could purchase two passes and give one to their child who lives at a completely different address.
- The less complex honor system would also allow for employee fraud. The employee could sell passes at full price, document sales at the reduced fee, and pocket the difference.

This determination has led the Parks Management team to recommend the elimination of the \$15.00 second vehicle annual pass fee.

The Parks & Recreation Commission supported the elimination of this fee with a resolution passed at their February meeting.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RESCINDING THE COUNTY PARKS SECOND VEHICLE
ANNUAL PARKING PASS FEE**

WHEREAS, in an effort to increase revenue the Parks Management team recommended fee increases to certain revenue generating activities within the Ingham County Parks system for implementation in 2012; and

WHEREAS, Board of Commissioner Resolution #11-165 authorized a 2012 second vehicle annual parking pass fee at the reduced rate of \$15.00; and

WHEREAS, the Parks Management team has identified difficulty in administering the sale of the second vehicle pass and determined there is a very real possibility of fraud by users and staff; and

WHEREAS, this determination has led the Parks Management team to recommend the elimination of the second vehicle annual pass fee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the elimination of the \$15.00 county parks second vehicle annual parking pass fee.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2012 Marketing

This resolution approves a transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Potter Park Zoological Society for the 2012 marketing of the Potter Park Zoo.

The electorate of Ingham County overwhelmingly approved the millage renewal proposal in November of 2011 to fund the operation and improvement of Potter Park and the Potter Park Zoo. The Potter Park Zoological Society is a private, 501c(3) nonprofit, fundraising organization that raises funds to support the Zoo. In that capacity the Zoological Society supports: Marketing, Educational Programming, the Docent Association, the Teen Zookeeper Program, Special Events and the Zookambi Summer Camp. The Zoological Society operates on a \$1,600,000 budget, all of which is spent on supporting the Potter Park Zoo through educational programming, special events, operating costs, and capital improvements. The Potter Park Zoological Society Board of Directors is comprised of eight prominent community leaders.

In 2011, the Ingham County Parks & Recreation Commission approved the transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for marketing purposes. The Potter Park Zoological Society Board has proposed \$15,000 for advertising within the 2012 Society budget for a total of \$75,000 to be spent on advertising and marketing.

The Potter Park Zoological Society has agreed to, on a monthly basis, supply the county with invoices detailing spending of these funds. County staff will, on a quarterly basis, include with monthly financial reports a marketing expense report to the Potter Park Zoo Board.

The Zoo Board and Parks & Recreation Commission supported this fund transfer with a resolution passed at their February meetings.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A FUND TRANSFER
TO THE POTTER PARK ZOOLOGICAL SOCIETY FOR 2012 MARKETING**

WHEREAS, the electorate of Ingham County overwhelmingly approved the millage renewal proposal in November of 2011 to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society is a private, 501c(3) nonprofit, fundraising organization that raises funds to support the Zoo; and

WHEREAS, in that capacity the Zoological Society supports: Marketing, Educational Programming, the Docent Association, the Teen Zookeeper Program, Special Events and the Zookambi Summer Camp; and

WHEREAS, the Zoological Society operates on a \$1,600,000 budget, all of which is spent on supporting the Potter Park Zoo through educational programming, special events, operating costs, and capital improvements; and

WHEREAS, the Potter Park Zoological Society Board of Directors is comprised of eight prominent community leaders; and

WHEREAS, the Ingham County Parks & Recreation Commission approved the transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for 2011 marketing purposes; and

WHEREAS, the Potter Park Zoological Society Board has proposed \$15,000 for advertising within the 2012 Society budget for a total of \$75,000 to be spent on advertising and marketing; and

WHEREAS, the Potter Park Zoological Society has agreed to, on a monthly basis, supply the county with invoices detailing spending of these funds; and

WHEREAS, County staff will, on a quarterly basis, include with monthly financial reports a marketing expense report to the Potter Park Zoo Board.

THEREFORE BE IT RESOLVED, the Board of Commissioners approves a transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Potter Park Zoological Society for the 2012 marketing of the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Approving a Transfer of Funds and Authorization to Proceed with Replacement of Lighting within the Coral Reef Exhibit

This resolution authorizes Facilities staff to proceed with the replacement of lighting within the Coral Reef Exhibit at the Potter Park Zoo. In addition, the resolution approves the transfer of the \$3,000.00 approved for the 2012 Mandrill Floor project (line item 258-699000-9777000-1204Z) to the Maintenance Supply line item (258-69300-931000-37000) for the Coral Reef Lighting Project.

The Ingham County Facilities Department staff assigned to the Potter Park Zoo completed the necessary repairs to the Mandrill exhibit floors in 2011 using existing funds. The Mandrill exhibit floor project was an approved 2012 Capital Improvement Project in the amount of \$3,000.00 and those funds are no longer needed for that project. Facilities staff have researched replacing the existing lighting in the Coral Reef exhibit with LED lighting and determined that LED lighting will provide for immediate savings in utility costs and maintenance. Facilities staff can purchase materials and provide installation, thus saving additional funds. The Cost Recovery on Investment (ROI) is less than two years.

The Zoo Board and Parks & Recreation Commission supported this Potter Park Zoo Millage fund transfer with a resolution passed at their February meetings.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A TRANSFER OF FUNDS AND AUTHORIZATION TO PROCEED WITH REPLACEMENT OF LIGHTING WITHIN THE CORAL REEF EXHIBIT

WHEREAS, the Ingham County Facilities Department staff assigned to the Potter Park Zoo completed the necessary repairs to the Mandrill exhibit floors in 2011 using existing funds; and

WHEREAS, the Mandrill exhibit floor project was an approved 2012 Capital Improvement Project in the amount of \$3,000.00 and those funds are no longer needed for that project; and

WHEREAS, Facilities staff have researched replacing the existing lighting in the Coral Reef exhibit with LED lighting and determined that LED lighting will provide for immediate savings in utility costs and maintenance; and

WHEREAS, Facilities staff can purchase materials and provide installation, thus saving additional funds; and

WHEREAS, the Cost Recovery on Investment (ROI) is less than two years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Facilities staff to proceed with the replacement of lighting within the Coral Reef Exhibit.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners approves the transfer of the \$3,000.00 approved for the 2012 Mandrill Floor project (line item 258-699000-9777000-1204Z) to the Maintenance Supply line item (258-69300-931000-37000) for the Coral Reef Lighting Project.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of Potter Park Zoo Millage funds.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Authorizing a Transfer of Funds to Accommodate the Purchase of Cages for the Discovery Building

This resolution authorizes the transfer of \$5,000.00 approved for the 2012 Cement Trees-Lemur Exhibit project (line item 258-699000-977000-1203Z) and \$1,500 approved for the 2012 Otter Exhibit-Slide & Glass project (line item 258-699000-977000-1205Z) to accommodate the purchase of cages for the Discovery Building from line item 258-699000-726010-1209Z.

Potter Park Zoo Staff completed the Otter Exhibit glass and slide repair and repairs to the Cement Trees within the Lemur Exhibit in 2011 with existing funds. The Animal Management Team and Zoo Management have recommended replacing the cages within the Discovery Building due to the poor design and age of the existing cages. By replacing the cages, care and health of the animals will be improved as well as the safety and efficiency of Zookeeper staff. Zoo staff recommends that funds previously approved in the 2012 Capital Improvement Budget for the Otter and Lemur exhibits be transferred to allow for the replacement of the cages.

The Zoo Board and Parks & Recreation Commission supported this fund transfer with a resolution passed at their February meetings.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO ACCOMMODATE THE PURCHASE OF CAGES FOR THE DISCOVERY BUILDING

WHEREAS, Potter Park Zoo Staff completed the Otter Exhibit glass and slide repair and repairs to the Cement Trees within the Lemur Exhibit in 2011 with existing funds; and

WHEREAS, the Animal Management Team and Zoo Management have recommended replacing the cages within the Discovery Building due to the poor design and age of the existing cages; and

WHEREAS, by replacing the cages, care and health of the animals will be improved as well as the safety and efficiency of Zookeeper staff; and

WHEREAS, Zoo staff recommends that funds previously approved in the 2012 Capital Improvement Budget for the Otter and Lemur exhibits be transferred to allow for the replacement of the cages.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the transfer of \$5,000.00 approved for the 2012 Cement Trees-Lemur Exhibit project (line item 258-699000-977000-1203Z) and \$1,500 approved for the 2012 Otter Exhibit-Slide & Glass project (line item 258-699000-977000-1205Z) to accommodate the purchase of cages for the Discovery Building from line item 258-699000-726010-1209Z.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Authorizing Increasing the Vacant Part-Time Zookeeper 400 Position to a Full-Time Position and Approval of a Line Item Transfer

This resolution authorizes increasing the vacant part-time Zookeeper 400 position to a full-time position and asks that line item transfers be made to fund the position. In addition, the resolution asks that \$16,000 be transferred from the full-time overtime line item (258-69200-706000-31000) and \$15,000 from the seasonal wage line item to the full-time wages and benefits line item within the approved 2012 Potter Park Zoo Millage.

It is the desire of the Potter Park Zoo Management Team to have an adequately staffed animal care department. The Zoo Management Team has identified funding for the additional costs associated with the full-time position within the existing Potter Park Zoo budget. The Zoo Management Team recommends that the vacant part-time Zookeeper 400 position be increased to a full-time Zookeeper 400 position. The savings from reductions in the full-time overtime line item by having a full-time position plus savings realized from the Potter Park Zoological Society assuming responsibility for the seasonal revenue positions will fund this position.

The Zoo Board and Parks & Recreation Commission supported the increase from part-time to full-time zookeeper position and the fund transfer to effect the increase with a resolution passed at their February meetings.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING INCREASING THE VACANT PART-TIME ZOOKEEPER 400 POSITION TO A FULL-TIME POSITION AND APPROVAL OF A LINE ITEM TRANSFER

WHEREAS, it is the desire of the Potter Park Zoo Management Team to have an adequately staffed animal care department; and

WHEREAS, the Zoo Management Team has identified funding for the additional costs associated with the full-time position within the existing Potter Park Zoo budget; and

WHEREAS, the Zoo Management Team recommends that the vacant part-time Zookeeper 400 position be changed to a full-time Zookeeper 400 position; and

WHEREAS, the savings from reductions in the full-time overtime line item by having a full-time position plus savings realized from the Potter Park Zoological Society assuming responsibility for the seasonal revenue positions will fund this position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes increasing the vacant part-time Zookeeper 400 position to a full-time position and that line item transfers be made to fund this position.

BE IT FURTHER RESOLVED, that \$16,000.00 be transferred from the full-time overtime line item (258-69200-706000-31000) and \$15,000 from the seasonal wage line item to the full-time wages and benefits line item within the approved 2012 Potter Park Zoo Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: February 23, 2012
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Approving a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide Seasonal Workers for Customer Service Related Positions

This resolution authorizes the Potter Park Zoological Society to provide seasonal workers for customer service related positions at the Potter Park Zoo. In addition, this resolution approves the transfer of funds for the year 2012 in the amount of \$102,000.00 from the Potter Park Zoo Millage to the Potter Park Zoo Society from the following line items:

- \$35,874 from admissions seasonal wages, line item #258-69200-705000-32000
- \$27,198 from seedeater seasonal, line item #258-69200-705000-31300
- \$11,890 from parking seasonal, line item #258-69300-705000-35000
- \$21,236 from animal/care seasonal, line item #258-69200-705000-31000
- \$5,802 from equipment seasonal, line # 258-69300-705000-34600

It is the desire of the Potter Park Zoo Board and the Zoo Management Team to work towards a successful Private/Public relationship with the Potter Park Zoological Society. The Zoo Management Team wishes to continue to provide excellent customer service and be able to improve upon existing standards and proceed in a financially prudent manner. The Zoo Management Team recommends that combining resources in the key customer service areas, by having all revenue staff be hired, trained, supervised and paid by the Potter Park Zoological Society, will allow the Zoo to provide the most effective and consistent customer service.

The Zoo Management Team has identified funding within the approved Potter Park Zoo budget, which will provide for adequate staff as determined by the Zoo Interim Director and the Director of Parks. The Potter Park Zoological Society has agreed to, on a monthly basis, supply the County with statistical reports verifying hours worked, revenue collected and expenses associated with the various seasonal positions. The Potter Park Zoological Society has agreed to follow all County revenue collection protocols, policies and procedures, and funds collected will be deposited into the Potter Park Zoo bank account and receipted into the County financial system.

The Zoo Board and Parks & Recreation Commission supported this fund transfer and authorization for the Potter Park Zoological Society to provide seasonal workers for customer service related positions at the Potter Park Zoo with a resolution passed at their February meetings.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A TRANSFER OF FUNDS AND AUTHORIZATION FOR
THE POTTER PARK ZOOLOGICAL SOCIETY TO PROVIDE SEASONAL WORKERS FOR
CUSTOMER SERVICE RELATED POSITIONS**

WHEREAS, it is the desire of the Potter Park Zoo Board and the Zoo Management Team to work towards a successful Private/Public relationship with the Potter Park Zoological Society; and

WHEREAS, the Zoo Management Team wishes to continue to provide excellent customer service and be able to improve upon existing standards and proceed in a financially prudent manner; and

WHEREAS, the Zoo Management Team recommends that combining resources in the key customer service areas, by having all revenue staff be hired, trained, supervised and paid by the Potter Park Zoological Society, will allow the Zoo to provide the most effective and consistent customer service; and

WHEREAS, the Zoo Management Team has identified funding within the approved Potter Park Zoo budget, which will provide for adequate staff as determined by the Zoo Interim Director and the Director of Parks; and

WHEREAS, the Potter Park Zoological Society has agreed to, on a monthly basis, supply the County with statistical reports verifying hours worked, revenue collected and expenses associated with the various seasonal positions; and

WHEREAS, the Potter Park Zoological Society has agreed to follow all County revenue collection protocols, policies and procedures, and funds collected will be deposited into the County's financial system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Potter Park Zoological Society to provide seasonal employees for the customer service related positions at the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the transfer of funds for the year 2012 in the amount of \$102,000.00 from the Potter Park Zoo Millage to the Potter Park Zoo Society from the following line items:

- \$35,874 from admissions seasonal wages, line item #258-69200-705000-32000
- \$27,198 from seedeater seasonal, line item #258-69200-705000-31300
- \$11,890 from parking seasonal, line item #258-69300-705000-35000
- \$21,236 from animal/care seasonal, line item #258-69200-705000-31000
- \$5,802 from equipment seasonal, line # 258-69300-705000-34600

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.

DATE: February 27, 2012

TO: Law Enforcement Committee
County Services Committee
Finance Committee

FROM: John Neilsen, Deputy Controller

RE: Resolution to Establish the Final Staffing at the Ingham County 911 Central Dispatch Center

Commissioners:

As you are aware, the Board of Commissioners previously authorized the Building Authority to proceed with the Ingham County Consolidated 911 Dispatch Center Project as well as Legacy Agreements with our partners the Cities of Lansing and East Lansing.

The current Construction Schedule has established an effective date of integration of April 17, 2012 to begin operations at the new 911 Central Dispatch Center. Although that date may change, that is our current planning date for opening the Center.

As part of the planning process for this consolidation, conducted by the 911 Steering Committee, its Sub Committees, and Ingham County Human Resources Department we have established job descriptions, salary and grade levels for the new positions, and a proposed Final Staffing Plan.

To date two positions have already been established at the Ingham County 911 Central Dispatch Center including the Ingham County 911 Central Dispatch Director and the System Administrator .5 FTE).

The Final Staffing Plan differs from the original Steering Committee plan in that the new Director is proposing a reduction of one temporary Supervisor for the first four years and six permanent Supervisors to just six permanent Supervisors.

Therefore, the Controller's Office and 911 Director are recommending that the Board of Commissioners approve this Resolution and authorize the establishment of the final Staffing level of sixty five and one half FTE's at the Ingham County 911 Central Dispatch Center.

In addition, the resolution establishes an additional Computer Technician Level I position, UAW/I (\$40,867 - \$48,776) in the MIS Department to provide the necessary technical support to the 911 Central Dispatch Center.

An initial Budget will be presented at a later date prior to the opening of the Facility.

Finally, the Provisions of Resolution #08-056 with respect to the current 911 Centers employees will be followed:

- Express the parties intent that the current two 911 Centers' employees would not be placed in any worse position regarding wages.
- Express the parties' intent that the current two 911 Centers employees' benefit package be held harmless unless otherwise negotiated through collective bargaining.

Please contact us if you have any questions.

Introduced by the Law Enforcement, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH THE FINAL STAFFING AT THE INGHAM COUNTY
911 CENTRAL DISPATCH CENTER**

WHEREAS, that the Ingham County Board of Commissioners have approved the recommendation of the Ingham County Building Authority and authorized the Ingham County Consolidated 911 Central Dispatch Center Project to proceed with a revised project design and budget; and

WHEREAS, the current Construction Schedule has established a effective date of integration of April 17, 2012 to begin operations at the new 911 Central Dispatch Center; and

WHEREAS, there is currently two positions already established at the Ingham County 911 Central Dispatch Center including the Ingham County 911 Central Dispatch Director and the System Administrator .5 FTE; and

WHEREAS, the Ingham County 911 Central Dispatch Director is recommending a Final Staffing level of sixty five and one half FTE's; and

WHEREAS, MIS support will be provided to the 911 Central Dispatch Center by Ingham County's MIS Department, which will require an increase to the MIS staffing level.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby establishes the following positions for Ingham County 911 Central Dispatch Center at the following Salary and Grade Levels:

One Assistant Director MCF 11 (\$ 63,641 - \$87,739, Salary range)

One Administrative Assistant MCF 5 (\$38,710 - \$46,467, Salary range)

BE IT FURTHER RESOLVED, that the following positions are also established with the Salary Range and Grade Levels to be determined by the Human Resources Department, the provisions of Resolution #08- 056 and the collective bargaining process:

Six Supervisors

Fifty-Six Telecommunicators

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby establishes an additional Computer Technician Level I position, UAW/I (\$40,867 - \$48,776) in the MIS Department.

BE IT FURTHER RESOLVED, that the Position Allocation List is hereby amended to include the above positions for the Ingham County 911 Central Dispatch Center and the MIS Department.

BE IT FURTHER RESOLVED, that the hiring freeze and hiring delay are hereby waived for any of these positions at the 911 Center and the MIS Department and any vacancies may be posted immediately.

BE IT FURTHER RESOLVED, that the positions will start the effective date of Integration.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF INTENT TO ENTER INTO A CONDITIONAL AGREEMENT WITH THE CITIES OF EAST LANSING AND LANSING FOR THE PURPOSES OF CREATING AN INGHAM COUNTY CONSOLIDATED 911 CENTER

RESOLUTION #08-056

WHEREAS, the Ingham County Board of Commissioners authorized a contract with Plante & Moran to evaluate the potential of combining the two 911 Dispatch Centers into one Consolidated 911 Dispatch Center operated by the County of Ingham; and

WHEREAS, representatives from the Cities of East Lansing and Lansing and Ingham County have worked with Plante & Moran as a Steering Committee to provide information and guide this study; and

WHEREAS, Plante & Moran presented their report at the July 13, 2006 Law Enforcement Meeting, with participation of the Board of Commissioners, representatives of the Cities of Lansing and East Lansing, and the public safety community; and

WHEREAS, the Plante & Moran Study concluded that merging the operations of the East Lansing and Lansing Dispatch Centers is an attractive option for the County in order to create a state of the art Consolidated Dispatch Center with new facilities and technology, at a lower cost than operating the current separate 911 Centers; and

WHEREAS, the Cities of East Lansing and Lansing have reviewed the Plante & Moran Study conclusions that Ingham County should develop an action plan to pursue the goal of a consolidated 911 Center and are supportive of moving forward to develop an Action Plan for the creation of a Consolidated Ingham County 911 Center; and

WHEREAS, the Ingham County 911 Steering Committee is expected to work with the 911 Advisory Committee, representatives of the Cities of East Lansing and Lansing, the Police Departments of East Lansing and Lansing, the Directors of the Lansing 911 Public Safety Answering Point (PSAP) and East Lansing 911 Public Safety Answering Point (PSAP), and all public safety agencies in Ingham County in developing this action plan; and

WHEREAS, the Ingham County Board of Commissioners recommends that the proposed action plan and proposed subsequent agreements contain the following general terms and conditions:

(a) The City of Lansing and East Lansing allow the use of the current City operated 911 Centers at no cost to Ingham County, during a transitional phase of 911 operations, until a new 911 Center is identified and secured for use, transfer to Ingham County all personal property necessary for 911 Center operations and maintenance, and transfer responsibility for the operation and maintenance of 911 Center Operations to Ingham County.

(b) The following principles are restated as to the structure of the Ingham 911 Consolidated Center:

RESOLUTION #08-056

General Principles of Consolidation

- Demonstrated efficiencies;
- Operational control entity representative of users;
- County oversight because of primary funding source (countywide 911 millage and telephone surcharges);
- Legacy costs borne by respective cities.

Principles Related to Governance

- The governance structure needs to be independent of any one existing law enforcement or fire command structure;
 - The operational governing board needs to have representation of user law enforcement and fire entities, and meet any legal requirements for access to LEIN;
 - Such a board needs to be subject to the overall governance of the County Board of Commissioners, since the primary funding comes from the County.
- (c) Express the parties intent that the current two 911 Centers' employees would not be placed in any worse position regarding wages.
- (d) Express the parties' intent that the current two 911 Centers employees' benefit package be held harmless unless otherwise negotiated through collective bargaining.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners expresses its intent to enter into a conditional agreement with the Cities of Lansing and East Lansing for the purposes of creating a Consolidated 911 Center operation, as outlined above, once an Action Plan has been developed and approved by the affected parties.

BE IT FURTHER RESOLVED, that the Controller shall be authorized to negotiate an agreement with representatives of the City of Lansing and East Lansing, with the final agreement to be brought back to the Ingham County Board of Commissioners for approval.

BE IT FURTHER RESOLVED, that the County Attorney shall prepare a draft agreement for further consideration by this Board of Commissioners upon successful completion of the Action Plan and adoption by the affected parties as noted above.

BE IT FURTHER RESOLVED, that a copy of this resolution be submitted to the Lansing City Council, Lansing Mayor, and East Lansing City Council.

LAW ENFORCEMENT: Yeas: Holman, Copedge, Celentino, De Leon, Tennis, Schafer
Nays: None **Absent:** None **Approved 2/14/08**

FINANCE: Yeas: Grebner, Hertel, Weatherwax-Grant, Dougan
Nays: None **Absent:** Celentino, Schor **Approved 2/20/08**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING PUBLIC HEARINGS ON THE TRANSFER OF POWERS, DUTIES AND FUNCTIONS OF THE INGHAM COUNTY ROAD COMMISSION TO THE INGHAM COUNTY BOARD OF COMMISSIONERS

WHEREAS, House Bills 5125 and 5126 allow county boards of commissioners to dissolve appointed road commissions by a majority vote of the county boards of commissioners, transferring duties of the road commissions to the county boards of commissioners; and

WHEREAS, HB 5125 and HB 5126 authorize the county board of commissioners to receive and expend funds as allowed under 1951 PA 51, MCL 247.651 to 247.675; and

WHEREAS, the Ingham County Board of Commissioners adopted a Resolution of Intent to Dissolve the Ingham County Board of Road Commissioners and Create an Ingham County Department of Transportation and Roads (Resolution 11-379); and

WHEREAS, pursuant to HB 5125, the county board of commissioners shall conduct, at a minimum, 2 public hearings on whether to transfer the powers, duties, and functions of the board of county road commissioners to the county board of commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby sets public hearings for March 27 and April 10, 2012, before the Board of Commissioners at 6:30 p.m. in the Board of Commissioners' Room, Ingham County Courthouse, Mason, Michigan to hear any interested persons on the transfer of powers, duties, and functions of the board of county road commissioners to the county board of commissioners.

BE IT FURTHER RESOLVED, that notice of the public hearings will be published pursuant to state law by the County Clerk prior to the hearings.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CONGRATULATING BETHEL SEVENTH-DAY ADVENTIST CHURCH ON
THE EVENT OF THEIR PUBLIC AFFAIRS AND RELIGIOUS LIBERTY DAY**

WHEREAS, the Seventh-day Adventist Church was founded in the Township of Washington, New Hampshire in 1844; and

WHEREAS, the Seventh-day Adventist Church celebrates a history that has emphasized "freedom", as it welcomes and grows from diversity within its membership; and

WHEREAS, since its beginning, the Seventh-day Adventist Church has defended religious freedom for all, as a result, under its patronage several religious liberty associations have been established; and

WHEREAS, since 1901, the Department of Public Affairs and Religious Liberty has represented the Seventh-day Adventist Church to governments, religious bodies, and international organizations by supporting, protecting and defending religious freedom and human rights for all people everywhere; and

WHEREAS, on Saturday, March 10, 2012, Bethel Seventh-day Adventist Church will be holding their annual Public Affairs and Religious Liberty Day -- the theme for the day is "World of Opportunities"; and

WHEREAS, the annual Public Affairs and Religious Liberty Day provides Bethel Seventh-day Adventist Church with an opportunity to recognize and respect the various faith communities in our society, advocate for the protection of religious freedom for people, as well as encourage public officials and community leaders to continue to support religious liberty.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates Pastor Eric D. Thomas, Minister of Public Affairs and Religious Liberty, Edward Woods, III and the entire congregation of Bethel Seventh-day Adventist Church on the event of their annual Public Affairs and Religious Liberty Day.

BE IT FURTHER RESOLVED, that the Board appreciates the contributions they have made to the community and wishes them continued success in all of their future endeavors.