

CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON
REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
DEBBIE DE LEON, CHAIR
CAROL KOENIG
VICTOR CELENTINO
DIANNE HOLMAN
DEB NOLAN
PENELOPE TSENOGLOU
RANDY MAIVILLE

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, AUGUST 20, 2013 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 [July 16, 2013](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Update: Activities of the Greater Lansing Convention and Visitor's Bureau
2. City of Lansing - Funding [Request](#) for Enhanced Flood Warning Project
3. Health Department - Resolution to Authorize a 2013-2014 [AmeriCorps](#) Grant and Establish a Position
4. Human Resources - Resolution Certifying Representatives for the [MERS](#) Annual Meeting
5. Economic Development - Resolution Authorizing the Execution of Agreements for the Implementation of a Community Development Block Grant for Public Infrastructure Improvements for the [Jackson National Life](#) Insurance Company Expansion Project
6. Facilities - Request to Grant a 90 Day Extension to [Tom Larkins](#)
7. Financial Services - Resolution to Reaffirm that [Health Insurance](#) Benefits will be Provided to Employee's Other Qualified Adults
8. MIS
 - a. Resolution to Authorize [FD Hayes](#) to Install New Fiber to the 911 Center
 - b. Resolution to Authorize Engaging [Dewpoint](#) to Review and Provide Project Management of the Deployment of the Jail Communications and Control System
9. Fair Board and Fair Manager - Resolution Authorizing the Memorial Designation of the Poultry Barn on the Ingham County Fairgrounds as the [Louis Bauer Poultry Barn](#)

10. Road Department
 - a. Resolution to Approve the Special and Routine **Permits** for the Ingham County Road Department
 - b. Resolution Authorizing an Agreement for Cost Sharing for **Norwood** Drainage Improvements, Delhi Township
 - c. Resolution to Approve a Cost Agreement for **Traffic Signal** Control with the Michigan Department of Transportation
 - d. Resolution to Approve Revising the **Local Road Program** Agreement with Meridian Township for the Rehabilitation and Resurfacing of Cornell Road, M-43 to Orlando Drive, for the Ingham County Road Department
 - e. Resolution Authorizing a Contract with **Rieth-Riley** Construction Co. for Bid Packet #100-13 Recycling & Asphalt Resurfacing Cornell Road Meridian Township

11. Parks Department - Resolution Authorizing **Deer** Hunting at Lake Lansing Park-North

12. Board of Commissioners
 - a. Resolution Recognizing the **175th Anniversary** of the Organization of Vevay Township
 - b. Resolution Transferring the Board of Commissioners Authority to Appoint, Supervise and Remove Certain **Positions** to the Controller/Administrator
 - c. Resolution Amending the Ingham County Ordinance Establishing **Park Rules** and Regulations

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

July 16, 2013

Minutes

Members Present: Debbie De Leon, Carol Koenig, Victor Celentino, Dianne Holman, Deb Nolan, Penelope Tsernoglou, and Randy Maiville

Members Absent: None

Others Present: Becky Bennett, Timothy Dolehanty, Jared Cypher, Chuck Gray, Curtis Hertel, Travis Parsons, Renée Branch Canady, Sandra Dargatz, Eric Schertzing, Paul Pratt, Stacy Byers, Jim Hudgins, Rick Terrill, Bill Conklin, Vince Dragonetti, and others.

The meeting was called to order by Chairperson De Leon at 6:02 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

(Comm. Celentino stepped out at 6:03 pm)

Approval of the June 18, 2013 Minutes

The June 18, 2013 Minutes were approved as submitted.

(Comm. Celentino returned at 6:04 pm)

Chairperson De Leon asked Comm. Celentino if he approved of the June 18, 2013 minutes. Comm. Celentino stated his approval.

Additions to the Agenda

- 8h. Late - Department of Transportation & Roads - Resolution to Approve Local Road Program Agreement with Delhi Township for the Ingham County Department of Transportation and Roads
- 8i. Late - Department of Transportation & Roads - Resolution to Approve Local Road Program Agreement with Meridian Township for the Rehabilitation and Resurfacing of Cornell Road, M-43 to Orlando Drive, for the Ingham County Department of Transportation and Roads
- 8j. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item I of the 2013 Local Road Program Bid Packet #81-13 Recycling & Asphalt Resurfacing Cornell Road Meridian Township Contingent Upon the Approval of the Meridian Township Board of Trustees
- 8k. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Gallagher Asphalt Corp. for Item II of the 2013 Local Road Program Bid Packet #81-13 Hot in Place Recycling of Various Lansing Township Local Roads
- 8l. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item III of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Various Lansing Township Local Roads

- 8m. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Gallagher Asphalt Corp. for Item IV of the 2013 Local Road Program Bid Packet 81-13 Hot in Place Recycling of Holbrook Drive, 700 Ft. West of Cedar Street to Turnbridge Drive
- 8n. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item V of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Various Delhi Township Local Roads
- 8o. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item VI of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Willoughby Road, Hagadorn Road to Okemos Road Alaieton Township
- 8p. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item VII of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay of Moechel Road, Baseline Road to Heeney Road Stockbridge Township
- 8q. Late - Department of Transportation & Roads - Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item VIII of the 2013 Local Road Program Bid Packet 81-13 Pavement Recycling and Asphalt Overlay of Germany Road, Meridian Road to One Half Mile East of Meridian Road and 650 Ft. West of Hart Road to Zimmer Road, Williamstown Township

Limited Public Comment

None.

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

- 2. Register of Deeds - Resolution to Contract with Legal Services of South Central Michigan to take Client Referrals from Ingham County Register of Deeds and Ingham County Treasurer
- 4. Farmland and Open Space Preservation Board
 - a. Resolution Authorizing Contracts with Appraisal, Survey, Engineering, Ecological, and Title Company Contractors for the Ingham County Farmland and Open Space Preservation Program
 - b. Resolution Amending Resolution #12-382 to Adjust the Purchase Price of the Kirk Mehlhaff and Wendy Villareal Easement Acquisition
 - c. Resolution Authorizing a Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services for the Farmland and Open Space Preservation Board
- 5. Fair Office
 - a. Resolution to Accept \$2,485 in RAP Grant Funds from the Michigan Municipal Risk Management Authority for Reimbursement for the Flooring System Upgrade in the Ingham County Fairground Main Arena Bathrooms
 - b. Resolution Authorizing Position Status Change for the Part-Time Lead Maintenance Employee to Full-Time Lead Maintenance Employee at the Ingham County Fairgrounds

6. Human Resources - Resolution to Authorize the Temporary Assignment and Salary for the Interim Chief Executive Officer, Community Health Centers and the Execution of the Related Agreement

7. Facilities
 - a. Resolution Authorizing Entering into a Contract with Allied Mechanical Services for the Installation of an Air Conditioning Unit at the Sexton High School Health Clinic
 - b. Resolution Authorizing a Two Year Service Warranty Renewal with Astrophysics for the Maintenance of the X-Ray Screening Machine at the Ingham County Family Center
 - c. Resolution Authorizing the Renewal of the Service Agreement with Smiths Detection for the Maintenance of the Two X-Ray Screening Machines at the Grady Porter Building and Veterans Memorial Courthouse
 - d. Resolution Awarding a Contract to PM Technologies to Provide Generator Services for Various Backup Generators throughout Ingham County
 - e. Resolution Authorizing Entering into a Contract with John E. Green Company for the Replacement of the Cooling Tower at the Ingham County Jail

8. Department of Transportation & Roads
 - a. Resolution to Rename the Ingham County Department of Transportation and Roads to the Ingham County Road Department
 - b. Resolution to Approve the Special and Routine Permits for the Ingham County Department of Transportation and Roads
 - c. Resolution to Execute Waterborne Centerline Pavement Marking Agreements with Aurelius Township, Locke Township, Onondaga Township, Stockbridge Township, and Williamstown Township
 - d. Resolution to Approve a Cost Agreement for Traffic Signal Control with the Michigan Department of Transportation
 - e. Resolution to Authorize Approval of the Preliminary Plat of Whitehills Lakes South No. 2
 - f. Resolution Authorizing an Agreement with Michigan State University for Michigan Department of Natural Resources Grant Funded Use of Crumb Rubber Modified Asphalt Paving Mixture
 - g. Resolution Authorizing an Agreement for Adding Branches to the Hannah Farms County Drain Pursuant to Sections 425 and 433 of Act No. 40 of the Public Acts of 1956, as Amended for the Department of Transportation & Roads
 - h. Resolution to Approve Local Road Program Agreement with Delhi Township for the Ingham County Department of Transportation and Roads
 - j. Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item I of the 2013 Local Road Program Bid Packet #81-13 Recycling & Asphalt Resurfacing Cornell Road Meridian Township Contingent Upon the Approval of the Meridian Township Board of Trustees
 - k. Resolution Authorizing a Contract with Gallagher Asphalt Corp. for Item II of the 2013 Local Road Program Bid Packet #81-13 Hot in Place Recycling of Various Lansing Township Local Roads

- l. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item III of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Various Lansing Township Local Roads
- m. Resolution Authorizing a Contract with Gallagher Asphalt Corp. for Item IV of the 2013 Local Road Program Bid Packet 81-13 Hot in Place Recycling of Holbrook Drive, 700 Ft. West of Cedar Street to Turnbridge Drive
- n. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item V of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Various Delhi Township Local Roads
- o. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item VI of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay & Repairs of Willoughby Road, Hagadorn Road to Okemos Road Alaiedon Township
- p. Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item VII of the 2013 Local Road Program Bid Packet 81-13 Asphalt Overlay of Moechel Road, Baseline Road to Heeney Road Stockbridge Township
- q. Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item VIII of the 2013 Local Road Program Bid Packet 81-13 Pavement Recycling and Asphalt Overlay of Germany Road, Meridian Road to One Half Mile East of Meridian Road and 650 Ft. West of Hart Road to Zimmer Road, Williamstown Township

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

1. Treasurer - CDBG Status Update

Mr. Schertzing explained that the current level of grant funding cannot continue to support staffing. He described the status of the current budget cycle and an amicable severance package through the end of the year for an employee.

Mr. Schertzing informed the Committee that there is still a public need for services provided; therefore, the work will be distributed to the Treasurer, Chief Deputy Treasurer, Ingham County Economic Development Coordinator and the Land Bank Executive Director.

(Comm. Celentino stepped out from 7:07 pm to 7:08 pm)

Mr. Schertzing stated there will be CDBG grant opportunities in September and October.

3. Drain Commissioner - Resolution Pledging Full Faith and Credit to Maple Shade Drain Drainage District 2013 Bonds or Notes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION PLEDGING FULL FAITH AND CREDIT TO MAPLE SHADE DRAIN DRAINAGE DISTRICT 2013 BONDS OR NOTES.

Mr. Pratt informed the Committee of the not to exceed cost. He stated that this will most likely be a note; however, the resolution was written in case bonding is necessary.

Mr. Pratt stated the deadline to appeal the assessment is Friday and at this time there has not been anyone who has expressed they are upset with the assessment.

Comm. Holman asked if the purpose is for cleaning or flooding. Mr. Pratt described the flooding problems and health risks.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

8. Department of Transportation & Roads

- i. Resolution to Approve Local Road Program Agreement with Meridian Township for the Rehabilitation and Resurfacing of Cornell Road, M-43 to Orlando Drive, for the Ingham County Department of Transportation and Roads

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE RESOLUTION TO APPROVE LOCAL ROAD PROGRAM AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE REHABILITATION AND RESURFACING OF CORNELL ROAD, M-43 TO ORLANDO DRIVE, FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS.

Mr. Conklin explained that the resolution is subject to Meridian Township's approval because the Board of Commissioners does not meet again until August. He noted that the township meeting is July 23rd.

Mr. Conklin explained that the township may consider reducing the project to crush, shape and pave. Comm. Holman stated she had heard they may wait a year before making a decision. Mr. Conklin stated that is possible.

The Committee discussed Cornell and Tihart Roads widths, shoulders, Pedestrian/Bicycle Pathways along with the process and public announcements pertaining to those activities.

Comm. De Leon asked Mr. Conklin to establish a procedure policy or check list for local units of government to ensure proper steps are taken throughout the bidding, authorization and approval process.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

9. Controller's Office - Resolution Authorizing Adjustments to the 2013 Ingham County Budget

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2013 INGHAM COUNTY BUDGET.

Mr. Cypher informed the Committee that there are two 2nd quarter adjustments made that affect the County Services Liaison Committee. The first is the transfer of funds to the CDBG fund. The second is because of changes amongst the Parks, Facilities and Zoo funds which need to be aligned accordingly.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

10. Board of Commissioners - Resolution Calling for the Legislature to Support Same-Sex Marriage in Michigan

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION CALLING FOR THE LEGISLATURE TO SUPPORT SAME-SEX MARRIAGE IN MICHIGAN.

Comm. Celentino expressed his concern that religious freedom is protected similar to what was done in New York and Maryland. He stated he had asked Mr. Cypher to investigate if Senate Bills 405 or 406 had similar language. Mr. Cypher stated in his initial review there is no such language.

Comm. Maiville expressed his concern that the Committee's focus is on local and County issues. He suggested if a Commissioner wants to support a state or federal bill they should do so individually with those officials and not use county staff and resources. Chairperson De Leon stated it has been a past practice of this Board whenever there is an item of special interest to a Commissioner it is communicated one way or another to the different elected bodies in this manner. She stated this is done routinely by every other county in the state. Comm. Holman stated she generally agrees with Comm. Maiville; however, this is a part of what the County does through issuing marriage licenses in the Clerk's Office.

Comm. Celentino stated the various municipalities should discuss the non-discrimination ordinances like Meridian, Delta and Lansing Townships have. He suggested a resolution calling for municipalities to call for non-discrimination ordinances throughout the County because that is important too. Comm. Celentino expressed his concern that religious freedom is vital. He read a statement from the President after the Supreme Court ruling on Proposition 8 and DOMA. Comm. Celentino stated he supports the President's statement; however, feels in this resolution there should be an exemption for religious institutions.

(Comm. Koenig arrived at 6:43 pm)

The Committee discussed the status and language in SB 405, SB 406 and SJR W including the practicality and impact of amending the resolution to include "protecting religious freedom". They further discussed religious freedom, equality, municipalities' non-discrimination ordinances and employment benefits.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. KOENIG, TO AMEND THE RESOLUTION, 4th BE IT FURTHER RESOLVED, ADDING, "BUT STILL PROTECTS RELIGIOUS FREEDOMS" AT THE END OF THE SENTENCE, as follows:

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners calls on the legislature to enact other legislation supportive towards same-sex marriage, but still protects religious freedoms.

MOTION TO AMEND CARRIED UNANIMOUSLY.

Comm. Celentino stated after discussion it is his opinion that the title should refer to marriage equality.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. KOENIG, TO AMEND THE RESOLUTION TITLE BY DELETING “SAME-SEX” AND ADDING “EQUALITY” AFTER THE WORD MARRIAGE, as follows:

**RESOLUTION CALLING FOR THE LEGISLATURE TO SUPPORT
MARRIAGE EQUALITY IN MICHIGAN**

MOTION TO AMEND CARRIED with Comm. Nolan Voting “no”.

Chairperson De Leon pointed out in the 1st BE IT FURTHER RESOLVED that the legislature has not passed the SJR W bill. She then stated if there is no objection the word “enact” should be changed to “pass”, as follows:

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners calls on the legislature to ~~enact~~ **pass** SJR W, a bill to amend the Michigan Constitution by removing language prohibiting same-sex marriage.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED with Comm. Maiville voting “no”.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. TSERNOGLOU, TO SUSPEND THE BOARD RULES TO ALLOW COMM. KOENIG TO VOTE ON THE MINUTES AND CONSENT AGENDA.

Comm. Koenig voted yes to approve the minutes and the consent agenda.

Announcements

Comm. Nolan informed the Committee of the Land Bank Auction at the Lansing Center on July 24th at 10:00 a.m. She encouraged Commissioners to attend.

Comm. De Leon announced the new Controller, Timothy Dolehanty is in attendance tonight. The Committee welcomed Mr. Dolehanty.

Comm. Koenig invited the Commissioners to the Fairgrounds Wednesday, July 31st for a 4H Dinner between 5:30 pm and 6:00 pm. She mentioned it is okay to come early and bring children. Comm. Nolan noted staff is also welcome to attend. Ms. Bennett requested the Commissioners and staff RSVP.

Public Comment

None.

The meeting adjourned at approximately 7:10 p.m.

Respectfully submitted,

Julie Buckmaster

AUGUST 20, 2013 COUNTY SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Controller/Administrator recommendations are as follows:

2. ***City of Lansing: Funding Request for Enhanced Flood Warning Project***

By way of his communication dated April 17, 2013, City of Lansing Emergency Management Chief Michael R. Hamel seeks a financial contribution from Ingham County to offset expenses for a proposed Enhanced Flood Warning System developed by the U.S. Geological Survey (USGS). Citing unique problems associated with the configuration of rivers and dams in the Lansing area, Mr. Hamel asserts implementation of the USGS model will result in more accurate forecasts that will enable local officials, residents, and critical infrastructure managers to take protective actions in a flood emergency.

Project supporters established a budget of \$319,000 for this project, plus an additional \$45,000 over three years. Proponents also seek \$66,000 over three years to restore and maintain the Sycamore Creek gauge, bringing the total budget to \$430,000. Total funds committed to date amount to \$256,000, including \$80,000 from the U.S. Army Corps of Engineers and \$110,000 from USGS. These agencies have asked for local support to match those funds in the amount of \$110,000.

RECOMMENDATION: In his communication Mr. Hamel stated, “Any amount that Ingham County can contribute toward (this project) would be gratefully received.” However, information provided in support of his request does not identify a target amount sought from Ingham County, nor does it provide financial commitments of other municipalities. The County should postpone a decision regarding this request pending receipt of this supplemental information and review by the County Emergency Management Program Manager. (NOTE - We will attempt to secure the additional information and review prior to August 20.)

3. ***Health Department: Resolution to Authorize a 2013-2014 AmeriCorps Grant and Establish a Position***

This resolution authorizes a new AmeriCorps Program grant of \$168,134 for the 2013-2014 fiscal year. Of this \$168,134 the Michigan Community Service Commission will withhold \$1,750 as an administrative fee. The net grant to Ingham County will be \$166,384. This is the second program year of a new three-year funding cycle, with additional anticipated funding for the 2014-2015 program year. A total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process. The grant amount offered by DHS includes \$64,340 (salary and fringe) for the full-time AmeriCorps State Specialist (ICEA 5), plus staff training/travel; and partial AmeriCorps member support.

The grant requires a match.

	Amount	Percent
Grant	168,134	60%
Match	110,420	40%*
Total	278,554	

*Grant guidelines direct applicants to hold the DHS share at \$13,300 per member. Our match put the DHS share of our application at \$13,295 per member. The match is drawn from:

- 1) Cash contributions from the external host sites totaling \$100,104;
- 2) Existing salary and fringe used as match of \$3,315; and
- 3) Indirect costs used as match of \$7,001.

RECOMMENDATION: Approve the proposed Resolution to authorize a 2013-2014 AmeriCorps Grant and to establish the AmeriCorps State Specialist position as presented.

4. ***Human Resources: Resolution Certifying Representatives for the MERS Annual Meeting***

The Michigan Municipal Employees' Retirement System (MERS) will hold its annual meeting from October 1 through October 3, 2013 at the Grand Traverse Resort in Acme. MERS allows two delegates, one management (officer) representative and one employee representative, to represent Ingham County at the annual meeting. The Human Resources Department seeks Board certification of Human Resources Director Travis Parsons and Department of Transportation and Roads employee Kelly Rankin-Gomez as Ingham County representatives, and to authorize total expenses not to exceed \$1,400.

RECOMMENDATION: Approve the proposed Resolution certifying representatives for the MERS annual meeting as presented.

5. ***Economic Development: - Resolution Authorizing the Execution of Agreements for the Implementation of a Community Development Block Grant for Public Infrastructure Improvements for the Jackson National Life Insurance Company Expansion Project***

As directed under Resolution # 13-242, a Community Development Block Grant (CDBG) agreement with the Michigan Economic Development Corporation (MEDC) was executed for expansion of Jackson National Life Insurance Company. It was subsequently learned that the County will also need to execute several other agreements in its capacity as fiduciary agent for the CDBG funds.

RECOMMENDATION: Approve the proposed Resolution authorizing the execution of agreements for the implementation of a community development block grant for public infrastructure improvements for the Jackson National Life Insurance Company expansion project as presented.

6. ***Facilities: Request to Grant a 90 day Extension to Tom Larkins***

Facilities Director Rick Terrill requests that the Committee grant a 90-day leave extension to employee Tom Larkins through November 14, 2013. Mr. Terrill will be available on August 20 to discuss his request in greater detail.

RECOMMENDATION: Approve Facilities Director request to grant a 90-day leave extension as presented.

7. ***Financial Services: Resolution to reaffirm that health insurance benefits will be provided to employees' other qualified adults***

The Financial Services Department proposes a resolution to authorize immediate reinstatement of health insurance benefits for other qualified adults using the same criteria in place prior to the passage of Public Act 297.

RECOMMENDATION: Approve the proposed Resolution to reaffirm that health benefits will be provided to employees' other qualified adult as presented.

8a. ***MIS: Resolution to Authorize FD Hayes to Install New Fiber to the 911 Center***

MIS Director Michael Ashton seeks retroactive authorization to install a 24-pair fiber strand from the Human Services Building to the 911 center. Tests conducted on existing fiber line in conjunction with installation of a new telephone system indicated the fiber was in extremely poor condition. In that failing fiber lines were identified as one source of equipment malfunction at the 911 center, replacement of fiber strands was expedited given the sensitivity of 911 operations.

RECOMMENDATION: Approve the proposed Resolution to authorize FD Hayes to install new fiber to the 911 center as presented.

8b. MIS: Resolution to Authorize Engaging DEWPOINT to Review and Provide Project Management of the Deployment of the Jail Communications and Control System

The Sheriff's Office voiced several concerns with the new Jail Communications and Control system and has requested a review of the technology and installation. MIS received a proposal from Dewpoint, an information technology consulting firm and registered vendor, to perform an assessment of this newly installed system and to provide recommendations to resolve outstanding issues. If it is determined identified issues cannot be resolved or the system is deemed inadequate, Dewpoint will create a long term replacement strategy.

RECOMMENDATION: Approve the proposed Resolution to authorize engaging Dewpoint to review and provide project management of the deployment of the jail communications and control system as presented.

9. Fair Board and Fair Director: Resolution Authorizing the Memorial Designation of the Poultry Barn on the Ingham County Fairgrounds as the Louis Bauer Poultry Barn

The Fair Board and Fair Director seek authorization to designate the current Ingham County Fair poultry barn as the Louis Bauer Poultry Barn, to purchase appropriate signage, and to conduct a memorial designation presentation.

RECOMMENDATION: Approve the proposed Resolution authorizing the memorial designation of the poultry barn on the Ingham County Fairgrounds as the Louis Bauer Poultry Barn, as presented.

10a. Road Department: Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

The Ingham County Board of Commissioners periodically approves special and routine permits submitted by the Road Department.

RECOMMENDATION: Approve the proposed Resolution to approve special and routine permits for the Ingham County Road Department as presented.

10b. Road Department: Resolution Authorizing an Agreement for Cost Sharing for Norwood Drainage Improvements, Delhi Township

Road Department Managing Director William M. Conklin seeks approval of an informal cost sharing agreement to correct a small drainage problem in Delhi Township. Rear yard flooding occasionally occurs in the identified area because of inadequate drainage facilities. Delhi Township asked that the County provide funding for 25% of total project costs, or \$4,841.50. The Road Department portion of this contribution can be funded from the Department's 2013 drain assessment budget.

RECOMMENDATION: Approve the proposed Resolution authorizing an agreement for cost sharing for Norwood Drainage Improvements, Delhi Township, as presented.

10c. Road Department: Resolution to Approve a Cost Agreement for Traffic Signal Control with the Michigan Department of Transportation

The Michigan Department of Transportation (MDOT) will modernize the traffic signal at the intersection of Rosemary Street and M-43 (Saginaw Street) as part of the Windemere Park Academy access improvement project. Signal equipment modifications, maintenance, and operation costs are divided

between MDOT (50%), Windemere Park Academy (25%), and Ingham County (25%). County maintenance costs are estimated to be \$210 annually, which is budgeted under the county road fund for signal operation and maintenance.

RECOMMENDATION: Approve the proposed Resolution to approve a cost agreement for traffic signal control with the Michigan Department of Transportation, as presented.

10d. Road Department: Resolution to Approve Revising the Local Road Program Agreement with Meridian Township for the Rehabilitation and Resurfacing of Cornell Road, M-43 to Orlando Drive, for the Ingham County Road Department

Meridian Township requested design changes on the Cornell Road project (omitting originally proposed shoulder widening to reduce cost and environmental impact), which necessitated a re-bid of the project. Based on the revised project and re-bid results, the Road Department proposes a resolution to authorize an agreement with Meridian Township for the revised project. This resolution supersedes a similar resolution approved by the Board of Commissioners at its regular meeting held on July 23.

RECOMMENDATION: Approve the proposed Resolution to approve revising the local road program agreement with Meridian Township for the rehabilitation and resurfacing of Cornell Road, M-43 to Orlando Drive, for the Ingham County Road Department, as presented.

10e. Road Department: Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Bid Packet #100-13 Recycling & Asphalt Resurfacing Cornell Road Meridian Township

Meridian Township requested design changes on the Cornell Road (omitting originally proposed shoulder widening to reduce cost and environmental impact), which necessitated a re-bid of the project. Based on the revised project and re-bid results, the Road Department proposes a resolution to accept the low bid and award a contract for the revised project. Two bids were received in the re-bidding per Bid Package #100-13 as follows:

Rieth-Riley Construction Co., Inc., Lansing, MI: \$817,543.85
Michigan Paving and Materials Co., Lansing, MI: \$854,926.06

The low bidder, Rieth-Riley, is MDOT pre-qualified, well experienced and equipped for projects of this type, and their bid met all specifications. This resolution supersedes a similar resolution approved by the Board of Commissioners at its regular meeting held on July 23.

RECOMMENDATION: Approve the proposed Resolution authorizing a contract with Rieth-Riley Construction Company for Bid Packet #100-13 recycling and asphalt resurfacing Cornell Road, Meridian Township, as presented.

11. Parks Department: Resolution to authorizing deer hunting at Lake Lansing Park-North

The deer herd within Meridian Township and specifically in Lake Lansing Park-North has caused damage to plant life within park property and surrounding private lands. In addition, deer/car accidents in the Lake Lansing area have increased over the last five years. The Parks Department seeks authorization to allow hunting of white tailed deer within the boundaries of Lake Lansing Park-North during the 2013 Archery Deer Season. Hunters must meet all requirements of the Meridian Township deer hunting program and may only use crossbows.

RECOMMENDATION: Approve the proposed Resolution authorizing deer hunting at Lake Lansing Park-North as presented.

12a. Board of Commissioners: Resolution recognizing the 175th Anniversary of the organization of Vevay Township

RECOMMENDATION: Approve the proposed Resolution recognizing the 175th anniversary of the organization of Vevay Township as presented.

12b. Board of Commissioners: Resolution transferring the Board of Commissioners authority to appoint, supervise and remove certain positions to the Controller/Administrator

Michigan statutes assign to the Board of Commissioners responsible for appointment and supervision of the Controller/Administrator (MCL 46.13(b)), Equalization Director (MCL 211.34), Health Officer (MCL 333.2428), and Managing Director of the Road Department (MCL 224.9(3)). Similarly, the Board has elected to retain responsibility for appointment and supervision of the Animal Control Director, Board Coordinator, Fair Board Executive Director and Parks Director. The proposed Resolution seeks to transfer appointment and supervision of the Animal Control Director, Fair Board Executive Director and Parks Director to the Controller/Administrator. The Board would retain appointment and supervision authority over all other positions.

RECOMMENDATION: Approve the proposed Resolution transferring the Board of Commissioners authority to appoint, supervise and remove certain positions to the Controller/Administrator, as presented.

12c. Board of Commissioners: Resolution amending the Ingham County ordinance establishing park rules and regulations

Ingham County Park Rules and Regulations currently permit the sale and consumption of beer and wine at public or private events within the grounds of the Potter Park Zoo Exploration and Discovery Center and Plaza, but prohibit the possession, sale and consumption of liquor in all County Parks. The proposed amendment would allow the sale and consumption of alcoholic beverages within the grounds of Potter Park Zoo, in compliance with specified conditions.

RECOMMENDATION: Approve the proposed Resolution amending the Ingham County ordinance establishing park rules and regulations as presented.

**CITY OF LANSING
OFFICE OF EMERGENCY MANAGEMENT**

815 Marshall St.
Lansing, MI 48912

April 17, 2013

Deb Nolan, Chairperson
Ingham County Board of Commissioners
Ingham County Court House
P.O. Box 319
Mason, MI 48854

Dear Ms. Nolan,

Thank you for taking the time to consider our request that Ingham County contributes to the funding of the US Geological Survey's proposed Enhanced Flood Warning System. This project will address a critical need in Lansing, East Lansing, and Delhi, Alaieton and Lansing Townships.

The configuration of rivers and dams in the Lansing area creates unique problems for flood forecasters. Currently, the National Weather Service cannot accurately predict flooding in our area. The Enhanced Flood Warning project will develop complex models that address forecasting issues. The result will be more accurate forecasts that will enable local officials, residents, and those managing critical infrastructure to make the best possible decisions regarding protective actions in a flood.

Infrastructure protected by this project include City of Lansing Public Service Department facilities, Lansing Board of Water and Light water and electrical infrastructure, the East Lansing Wastewater Treatment Plant, McLaren Orthopedic Hospital, and the Potter Park Zoo. More than 4,000 people live in the affected area.

The project will cost \$319,000, with an additional cost of \$15,000 per year for three years. To date, \$256,000 has been contributed, leaving an outstanding balance of \$62,000, plus three years of ongoing maintenance. Any amount that Ingham County can contribute toward that total would be gratefully received.

The flood risk in our area is real. There has been a major flood on average of every 30 years since Ingham County was settled. We have a unique opportunity to implement this project right now, to reduce the impact of the next flood. We hope that Ingham County will partner with us in supporting this important project.

Sincerely,

Michael R. Hamel
Emergency Management Chief

**Lansing Area
Enhanced Flood Warning Project Overview**

Problem

Flood forecasting for the Lansing area is extremely complicated:

- Three rivers converge within 1 mile, creating backwater in areas not monitored by gauges
- North Lansing Dam changes the flow of the Grand River depending on whether gates are closed, open, or partially open—also in an area not monitored by gauges
- Hydraulic study has never been completed for Sycamore Creek
- Gauge on Sycamore Creek is not operational at this time, reports are made by volunteer river monitors

All of this means that forecasters, who only have gauge data to rely on, may be working with incorrect information. Flood levels could be higher or lower than predicted.

Critical facilities in the affected area include:

- Potter Park Zoo
- McLaren Orthopedic Hospital
- City Public Service Complex
- Board of Water and Light equipment yard, Environmental Services, Administrative Offices, Dye Water Treatment plant
- East Lansing Wastewater Treatment Plant

- More than 5,000 people live in the area and there are more than 200 businesses

Solution

The basis for the enhanced flood warning system will be a set of complex predictive models that can more accurately forecast what flood levels will be. A major component of the project is a hydraulic study of Sycamore Creek and the restoration of the Sycamore Creek flood gauge at Holt Road. That gauge has been out of commission for several years.

Funding

The US Corps of Engineers has given the Michigan Silver Jackets organization \$80,000 toward this project. The US Geological Survey is putting \$110,000 toward it. They have asked for local support to match those funds in the amount of \$110,000, as well as costs to restore and maintain the Sycamore Creek gauge (\$66,000 over three years).

Potential partners include:

Accident Fund
Granger Foundation
McLaren Medical Centers
LEPFA
Lansing Board of Water and Light
City of Lansing
Ingham County
Ingham County Drain Commissioner
Potter Park Zoological Society
Michigan State University
City of East Lansing
Lansing Township
Tri-County Regional Planning Commission
Delhi Township

MEMORANDUM

TO: Human Services Committee
 County Services Committee
 Finance Committee

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

DATE: August 8, 2013

RE: Resolution to Authorize a 2013-2014 AmeriCorps Grant

Following a successful 2012-2013 grant year, the Michigan Department of Human Services has granted the Ingham County Health Department, on behalf of the Power of We Consortium, a new AmeriCorps Program grant of \$168,134 for the 2013-2014 fiscal year. Of this \$168,134 the Michigan Community Service Commission will withhold \$1,750 as an administrative fee. The net grant to Ingham County will be \$166,384. This is the second program year of a new three-year funding cycle, with additional anticipated funding for the 2014-2015 program year. A total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process.

The grant amount offered by DHS includes \$64,340 (salary and fringe) for the full-time AmeriCorps State Specialist (ICEA 5), plus staff training/travel; and partial AmeriCorps member support.

The grant requires a match.

	Amount	Percent
Grant	168,134	60%
Match	110,420	40%*
Total	278,554	

*Grant guidelines direct applicants to hold the DHS share at \$13,300 per member. Our match put the DHS share of our application at \$13,295 per member.

The match is drawn from:

- 1) cash contributions from the external host sites totaling \$100,104;
- 2) existing salary and fringe used as match of \$3,315; and
- 3) indirect costs used as match of \$7,001.

I recommend that the Board of Commissioners adopt the attached resolution to accept this grant from the Michigan Department of Human Services for the second year of this AmeriCorps Program.

Attachment

- c: Debbie Edokpolo w/attachment
 John Jacobs w/attachment
 Isaias Solis w/attachment
 Rich Estill w/attachment

Agenda Item 3

TO: Debbie Edokpolo, Assistant Deputy Health Officer
FROM: Michelle Rutkowski, Human Resources Specialist
DATE: 8/8/13
RE: Analysis of new classification (AmeriCorps Specialist)

Per your request, Human Resources has created a new classification titled “AmeriCorps State Specialist”. The classification has a community of interest with the ICEA and is appropriately compensated at an ICEA 5 salary range (\$41,626-\$49,972). The ICEA has been notified. I anticipate their support will follow shortly.

Please use this memo as acknowledgement of Human Resources’ participation and analysis of your proposed classification. You are now ready to complete the final steps in the process: contacting Budgeting, writing a memo of explanation and preparing a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

**INGHAM COUNTY
JOB DESCRIPTION**

AMERICORPS STATE SPECIALIST

General Summary: Under the supervision of the Assist Deputy Health Officer with day-to-day oversight provided by the Power of We Coordinator, this positions oversees the functions of the Power of We AmeriCorps Program. Coordinates the recruitment and training of AmeriCorps members. Develops and maintains on-site guidance and technical support to AmeriCorps members and their host-site supervisors. Collects data related to AmeriCorps and reports on findings. Works with community resources to promote AmeriCorps and its mission to strengthen communities through volunteer work.

Essential Functions:

1. Serves as a lead role in the Power of We AmeriCorps Program by planning, coordinating and implementing the AmeriCorps program, a national service program that strengthens community by involving people in service to meet local challenges.
2. Recruits AmeriCorps volunteers. Receives and reviews AmeriCorps applications. Organizes and participates in the interview process and makes hiring recommendations. Notifies applicants of interview results. May process background checks.
3. Develop and facilitate training curriculums for AmeriCorps member groups and onsite supervisors. Provides regular on-site guidance and technical assistance. Develops community resources and training opportunities to meet and promote the AmeriCorps mission.
4. Develops and promotes AmeriCorps opportunities for broad citizen and stakeholder participation. Ensures urban cores are viable and competitive. Eliminates impetus for existing resides to migrate to new developments.
5. Explains the AmeriCorps program to schools, community organizations and other interested groups. Works in partnership with community organizations to develop their capacity to become host sites for future AmeriCorps members.
6. Assists groups formed to work with the AmeriCorps program. May plan, schedule and facilitate meetings. May take meeting minutes and distribute to appropriate outlets.
7. Maintains records and statistics on AmeriCorps activities and prepares financial reports as required by funding sources and community partners. May assist with grant funding requests.
8. Assures timely completion of required progress reports including those to the Michigan Community Service Commission (MCSC). Serves as a liaison to the MSCS and coordinates on-site visits by MSCS staff.
9. Participates in staff meetings and attends or conducts conferences and workshops related to the Power of We Consortium AmeriCorps Program.

10. Represents the Power of We Consortium AmeriCorps Program to various community groups throughout Ingham County. Provides periodic updates to the Power of We Consortium and its committees. Meets regularly with supervisor for program oversight and review.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to but not limited to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: A Bachelor's Degree in a Social Science is required.

Experience: One year of experience working with volunteers is required.

Other Requirements: None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Physical Requirements:

- Sitting, walking, standing, bending over and lifting/holding/carrying objects found in an office environment.
- Requires periodic exertion beyond that found in a typical office setting.
- Ability to communicate and respond to co-worker and customer inquiries both in person and over the phone.
- Ability to operate a PC/laptop and to enter & retrieve information from a computer.
- Ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

Working Conditions:

- The work environment is a typical office setting where sensory experience includes uniform temperatures, conversational noise and everyday office activities.
- Travel is required to off-site locations.

***August 2013
ICEA 5***

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2013-2014 AMERICORPS GRANT AND
ESTABLISH A POSITION**

WHEREAS, the Power of We Consortium will soon complete a successful first-year grant-funded AmeriCorps State Program, funded by the Michigan Department of Human Services, on behalf of the Michigan Community Service Commission (MCSC) as part of a new three-year funding cycle, and authorized by Resolution #13-014; and

WHEREAS, on June 26, 2013, the MCSC approved funding for the Ingham County Health Department, on behalf of the Consortium, in the amount of \$168,134 for the time period of October 1, 2013 through September 30, 2014. Of this \$168,134, the Michigan Community Service Commission will withhold \$1,750 as an administrative fee. The net grant to Ingham County will be \$166,384; and

WHEREAS, a non-federal 30% local match of cash and/or in-kind contributions is required; and

WHEREAS, as a condition of this grant, the Health Department must, at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member; and

WHEREAS, under this grant, AmeriCorps members will increase consumption of healthy foods and reduce food insecurity through gardening and food distribution, teach community members the importance of eating healthy foods and strategies to adopt healthy diets, and promote safe, affordable exercise options; and

WHEREAS, a full-time AmeriCorps State Specialist (ICEA5) is established to function as the coordinator, train staff and attend trainings for the duration of the grant; and

WHEREAS, the ICEA has reviewed the job description and supports the establishment of the AmeriCorps State Specialist position; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the AmeriCorps grant award.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts an AmeriCorps grant of \$168,134 with Michigan Community Service Commission withholding \$1,750 as an administrative fee for a net grant to Ingham County of \$166,384, and authorizes a grant agreement with the Michigan Department of Human Services for the time period of October 1, 2013 through September 30, 2014.

BE IT FURTHER RESOLVED, that a non-federal match of \$110,420 is authorized, cash match for 5% salary/fringe for the PWC Coordinator, and the remainder obtained through cash contributions of up to \$7,916 from each of the AmeriCorps host sites, as selected through a Request for Proposal process.

BE IT FURTHER RESOLVED, that a full-time AmeriCorps State Specialist (ICEA5) position is established as the coordinator, to train staff and attend trainings for the duration of the grant.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any grant award documents, and any host site and member agreements, after review by the county attorney.

**TO: County Services Committee
Finance Committee**

FROM: Travis Parsons, Human Resources Director

RE: MERS Annual Convention Funding for Ingham County Representatives for the MERS Annual Meeting

DATE: August 8, 2013

In regards to the 2013 MERS Annual Meeting to be held at the Grand Traverse Resort in Acme, Michigan Tuesday, October 1 through Thursday, October 3, 2013. The appointment of an Employee Delegate was accomplished through the Employee Nomination and Employee Voting process. I have attached the memo, sent to all non-managerial employees, in regards to naming Kelly Rankin-Gomez the 2013 MERS Employee Delegate. With your approval, I will be the Officer Delegate this year.

The requested funding for the two delegates to attend this year’s MERS Annual Meeting is as follows:

All charges will be posted against the Human Resources Line Item 101-22600-863000
(Travel and attendance for the Annual MERS Conference)

MERS Annual Meeting Registration	\$200.00 per person (Employee Delegate and Officer Delegate). This registration includes all scheduled meetings and meals. Total is \$400.00
Grand Traverse Resort Annual Meeting Group Rate (Hotel Guest Room)	\$137.00 per night (2 nights needed) \$274.00 for each delegate. Total is \$548.00
Grand Traverse 5% Resort Room Fee	\$9.95 per night (2 nights needed for each delegate\$19.90) Total is \$39.80
Grand Traverse Resort Parking	Parking included in Resort Fee - Total is 0.00 for each delegate
Grand Traverse 5% City Tourism Tax	\$14.70 x 2 Delegates - Total is \$29.40
Grand Traverse Mileage Charge	56.5 cents per mile x one way miles (183) and round trip miles (366) for a total of \$310.19

Registration, accommodation, parking and mileage expense for travel are paid by the County. The Human Resources Department has reviewed and approves these expenses. Total estimated expenses for the Officer Delegate and the Employee Delegate are \$1327.39.

**TO: INGHAM COUNTY EMPLOYEES WHO ARE MEMBERS OF THE
MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM**

FROM: TRAVIS PARSONS, HUMAN RESOURCES DIRECTOR

**RE: MERS ANNUAL CONVENTION
EMPLOYEE REPRESENTATIVES**

DATE: JULY 8, 2013

The 67TH Annual Meeting of the participating municipalities enrolled in the Municipal Employees' Retirement System (MERS) will be held at the Grand Traverse Resort in Acme, Michigan on Tuesday, October 1 through Thursday, October 3, 2013. In accordance with the provisions of the Retirement Act, an election was held to select a non-managerial member and an alternate to attend the annual meeting. The election results are follows: Kelly-Rankin-Gomez is your Employee Delegate and Sally Auer is your Employee Alternate.

Congratulations to our 2013 Employee Representative and thank you to all employees who took the time to vote in this year's election.

TP/daj

Agenda Item 4

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS ANNUAL MEETING

WHEREAS, the Municipal Employees' Retirement System will hold the 67th Annual Meeting at the Grand Traverse Resort in Acme, MI during the time period of October 1 - October 3, 2013; and

WHEREAS, the governing body of each member municipality must certify an employee delegate who has been nominated and elected by the other employee members, and appoint an officer delegate of the governing body.

THEREFORE BE IT RESOLVED, that the following persons are hereby certified as Ingham County Representatives for the MERS Annual Meeting:

Officer Delegate: Travis Parsons, Human Resources Director

Employee Delegate: Kelly Rankin-Gomez, Dept. of Transportation & Roads

BE IT FURTHER RESOLVED, Ingham County will pay the estimated expenses of the Officer Delegate and Employee Delegate pursuant to the County's travel policy of \$1327.39 not to exceed a maximum of \$1,400.00.

Agenda Item 5

TO: County Services Committee
Finance Committee

FROM: Sandra Gower, Economic Development Coordinator

SUBJECT: Authority to sign implementation agreements Jackson National Life Insurance Company
CDBG Grant

DATE: August 8, 2013

The Michigan Economic Development Corporation has approved our \$3,000,000 Community Development Block Grant for the Jackson National Life Insurance Company expansion project. Per Resolution # 13-242 the grant agreement with MEDC has been executed.

In addition to the agreement with the MEDC, the County will also need to execute agreements with Jackson National Life Insurance Company, Lansing Board of Water and Light, and the City of Lansing for the distribution of the grant funding. The County is the pass through agent for the CDBG funds.

The attached resolution authorizes the Chairperson of the Ingham County Board of Commissioners to sign all the necessary agreements as recommended by the Controller and approved as to form by the County Attorney.

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE EXECUTION OF AGREEMENTS FOR THE
IMPLEMENTATION OF A COMMUNITY DEVELOPMENT BLOCK GRANT FOR PUBLIC
INFRASTRUCTURE IMPROVEMENTS FOR THE JACKSON NATIONAL LIFE
INSURANCE COMPANY EXPANSION PROJECT**

WHEREAS, in furtherance of the Community Development Block Grant previously approved with Resolution #13-242 it is necessary to execute additional agreements; and

WHEREAS, Jackson National Life Insurance Company, the Lansing Board of Water and Light and the City of Lansing will be responsible for the construction of the project; and

WHEREAS, Jackson National Life Insurance Company will be responsible for creating 278 new jobs of which at least 51% will be filled by persons of low to moderate income.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the execution of all agreements necessary for the implementation of the Community Development Block Grant for the Jackson National Life Insurance Company Expansion Project.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign all necessary agreements as recommended by the Controller and approved as to form by the County Attorney.

Memorandum

To: County Services Committee
From: Rick Terrill, Director of Facilities
Date: August 7, 2013
Subject: Request to grant a 90 day extension to Tom Larkins

This is a request to grant a 90 day extension to Tom Larkins. His 60 day leave will take him through August 16, 2013.

It is known that a 90 day extension can be approved, by County Services, which would take him from August 17, 2013 - November 14, 2013.

Thank you for consideration in this matter. I will be present to answer any questions that you may have.

Sincerely,

Rick Terrill
Ingham County Facilities Director

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO REAFFIRM THAT HEALTH INSURANCE BENEFITS WILL BE PROVIDED
TO EMPLOYEE'S OTHER QUALIFIED ADULTS**

WHEREAS, the Ingham County has traditionally provided health insurance benefits to employee's other qualified adults; and

WHEREAS, the State of Michigan passed Public Act 297 in 2011 which no longer allowed municipalities to provide these benefits; and

WHEREAS, On July 1, 2013, a Federal judge issued a preliminary injunction against the enforcement of Public Act 297.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners grants authorization to the immediate restatement of health insurance benefits for other qualified adults using the same criteria in place prior to the passage of PA 297.

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

Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: August 8th, 2013
Re: 911 center emergency fiber repair

Dear Commissioners,

While doing a full assessment of the network at the 911 center, it was discovered that the fiber between the Youth Center and Human Services building was failing. This fiber run provides connectivity from the Youth Center to the 911 center. The assessment was being done as part of the new county phone system contract. We focused on the 911 center for several reasons including the recent issues with the dispatch center consoles.

I contacted FD Hayes our wiring vendor to request the fiber be tested. FD Hayes indicated the fiber was in extremely poor shape and needed to be replaced. After consulting with the Controller's Office, I requested FD Hayes to install a replacement fiber as soon as possible. The work will be completed on Saturday August 10, 2013.

We will be installing a 24 pair fiber strand directly from the Human Services Building to the 911 center. The Youth Center would be serviced from the 911 center. This provides the least amount of possible fail points to the 911 center. While the fiber is not the cause to the 911 center lockups, it would be a contributing factor to the lockouts due to loss of connectivity. The 911 center does have a redundant link from AT&T. It does not provide the bandwidth needed to run the 911 center and the MIS Data Center located at the 911 building. We have been exploring options to resolves this as well.

Thank you in advance for your consideration. If you have any questions, please feel free to contact me at 517-676-7371.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE FD HAYES TO INSTALL NEW FIBER TO THE 911 CENTER

WHEREAS, the Department of Management Information Systems discovered that the fiber servicing the 911 center needed replacement; and

WHEREAS, FD Hayes authorized by previous resolutions is the wiring vendor for the county; and

WHEREAS, Fiber that was existing prior to the 911 center construction between the Human Services Building and the Youth Center was failing; and

WHEREAS, the Chief Information Officer, 911 Director, and Controller's Office recommends immediate replacement of the Fiber.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes Management Information Services to replace the fiber servicing the 911 center utilizing FD Hayes at cost to not exceed a total of \$8,680 out of account 63625810-818000.

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 Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: August 8th, 2013
Re: Ingham County Jail Facility Communications and Control System

Dear Commissioners,

Management Information Systems (MIS) has been requested by the Ingham County Sherriff's Office (ICSO) and the Controller's office to review the implementation of the Jail Communications and Control system rollout. The ICSO has voiced several concerns with the new system and has requested a review of the technology and installation of the Grand Valley system.

Since MIS does not currently have staff available or trained in evaluating this type of an assessment, I requested a proposal from Dewpoint. The assessment will review and provide recommendations to resolve the outstanding issues. Dewpoint is a registered vendor with the county and on state contract. Dewpoint has provided similar services to the city of Lansing and the State of Michigan. This type of work is usually completed by a Program Management Office / Program Support Office in IT. Attached is the statement of work from Dewpoint. The work includes data and information gathering, documenting the infrastructure changes made by the vendor, and review and compare the RFP with delivered products/process. They will also work with the vendor to determine if issues can be resolved and if so do work with the vendor to resolve issues if it is the proper path. If the issues can't be resolved, Dewpoint will create a long term strategy to replace the current system if it is deemed not adequate.

Thank you in advance for your consideration. If you have any questions, please feel free to contact me at 517-676-7371.



Ingham County Jail:
Facility Communications and Control System
Review and Mitigation Strategy



Dewpoint
Making technology work
Consulting • Technology • Support

Table of Contents

- Introduction 36
 - The Dewpoint Advantage..... 36
- Solution Approach..... 36
 - Dewpoint Service Delivery Approach 36
- Scope 37
- Organizational Responsibilities 38
 - Dewpoint Responsibilities 38
 - Client Responsibilities 38
- Assumptions..... 38
- Price 38
- Signature Page 39

Introduction

Dewpoint specializes in designing and implementing leading-edge Information Technology solutions for small, medium, and large enterprises. We are a system integrator and a value added reseller that brings solutions in the areas of virtualization, data protection and archive, enterprise solutions, identity and access management, enterprise architecture, database/business intelligence services, health information exchange and government solutions.

Dewpoint provides valuable products and services at a fair price to the Michigan and Indiana business communities. We pride ourselves on customer satisfaction and strive to use what we do best to make our client's business successful.

The Dewpoint Advantage

Our success is measured solely by the success of our valued customers. We are very proud of the impact Dewpoint has made in the market to date, and we are confident in our ability to meet all of Ingham County's requirements as outlined in this proposal.

- We deliver the right technology solutions by understanding your business needs. We focus first on gathering requirements and interpreting business goals.
- We employ proven project management methodologies to ensure that the delivered solutions are planned and executed efficiently.
- Our consultants have deep, real world design and implementation skills and have completed successful projects with leading commercial and government organizations.
- We do not consider a job to be finished unless we have truly made technology work in our clients' environments to benefit critical business operations.

We are excited to be working with Ingham County and look forward to continuing our relationship. Ingham County would like to engage Dewpoint to perform an assessment of the Ingham County Jail Facility Communications and Control System (FCCS). This critical system to the County does not meet the technical or security needs of the Sheriff's Office and needs to improve immediately to allow the Sheriff's Office to conduct business confidently. Dewpoint's assessment will follow the Solution Approach detailed below to collect information on the FCCS system and make recommendations for improvement.

Solution Approach

Dewpoint Service Delivery Approach

Discover – Solution – Deliver – Sustain (DSDS)



Overview

All of our professional services projects utilize our Discover-Solution-Deliver-Sustain (DSDS) Methodology. This ensures our organization will meet the goal of uniform service delivery - no matter the type of professional services project. The methodology is then tailored for each one of our practices to ensure that we flush out the details as needed for specific service delivery.

Discover

In the discovery phase of any project, we are looking to gain an understanding of the environment. This typically consists of a high-level or strategic overview of the project, a discovery exercise of the business and/or technical environment.

Solution

The purpose of Solution is to design, and develop solutions to requirements. Solutions and designs encompass products, product components, and product-related services and processes.

Solution can involve the following elements:

- Evaluating and selecting solutions that satisfy the customer's requirements
- Developing detailed designs for the selected solutions

Deliver

The Deliver phase consists of implementing a desired solution, product or product component.

To ensure consistency in delivery and leverage best practices, we have an archived set of templates for all project deliverables, such as the acceptance plan, a typical project work plan, a typical communication plan, a quality assurance plan, test cases, etc.

Sustain

The final phase of the Dewpoint project approach is Sustain. Sustain provides the following:

- Enhance and support the finished product
- Provide final knowledge transfer to the client
- Provide user support
- Service additional needs

Scope

This assessment will document the current state of the FCCS system and provide an analysis of the technical infrastructure that supports the system. This review will focus on areas of risk and will provide an assessment of what efficiencies can be garnered by potential advances in technology. Dewpoint does not advocate advancing technology for technologies sake but rather will have a sound business strategy around all recommendations that will be a result of this review.

At the conclusion of each deliverable within the project (see 1-4 below), Dewpoint will provide Ingham County with a document that will detail any recommendations that were developed by the Dewpoint team performing the FCCS system review. These recommendations will be an 'end goal' of where Ingham County should be progressing with the technology as they move forward.

Dewpoint's approach to this engagement is to provide an experienced Information Technology consultant to review the FCCS system. Having an outside resource working as part of the team brings an unbiased view to the project.

Dewpoint has broken the scope of this project down into several different areas of focus. These areas of focus will turn into our project deliverables and are:

- 1) Data and information gathering (existing documented problems, technical diagrams, business and technical requirements, contractual obligations)
- 2) Document suggested Infrastructure changes for improving the infrastructure that the FCCS system is currently running on. This would include issues with networking, infrastructure placement, and overall network implementation completeness. Additional time might be required if Ingham County would like Dewpoint to implement suggested changes.
- 3) Review RFP and compare requirements contained within the RFP with actual delivered products/processes.

- 4) Work with existing Vendors to determine issue mitigation strategy to resolve differences between RFP and project results.
- 5) If it is determined that the issues can be resolved provide Project Management to work with vendor to implement required changes
- 6) Creation of a long term strategy for FCCS listing pros/cons to multiple go forward approaches

Organizational Responsibilities

In order to ensure a successful project, it is important that both organizations identify and accept certain responsibilities.

Dewpoint Responsibilities

- Dewpoint is responsible for ensuring all tasks within this proposal are completed.

Client Responsibilities

- Provide access to Ingham County personnel as required for gathering information
- Provide access to Ingham County facilities as required for performing the discover and solution phases of the project

Assumptions

- Work will not start until this Statement of Work is signed and a PO is provided to Dewpoint.

Price

The following price for this project has been based on Dewpoint's understanding of the scope contained in this proposal. These hours are estimates and Ingham County will be billed for the actual time that is used on the project. Hours above the estimated amounts will only be used with Ingham Counties approval Any extensions or change of service that affect the project in terms of resources, scope, or time will be handled through a change request form. These changes may impact the price of the project. Changes will not be effective without agreement and approval by Dewpoint and Ingham County.

Deliverable	Hours	Price
Data and Information Gathering	24	\$3,000
Document Infrastructure changes	24	\$3,000
Review and compare RFP with delivered products/process	40	\$5,000
Work with Vendor to determine if issues can be resolved	40	\$5,000* *could be handled by Ingham County
Work with vendor to resolve issues if it is determined this is the proper path	40	\$5,000* *could be handled by Ingham County

Create a long term strategy for FCCS if current system is deemed not adequate	80	\$10,000
FCCS Application Assessment and short long term mitigation strategy	248	\$31,000

Signature Page

Accepted by:

For Dewpoint, Inc.:

For Ingham County:

Printed Name: _____ Printed

Name: _____

Date: _____

Date: _____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ENGAGING DEWPOINT TO REVIEW AND PROVIDE PROJECT
MANAGEMENT OF THE DEPLOYMENT OF THE JAIL COMMUNICATIONS
AND CONTROL SYSTEM**

WHEREAS, the Department of Management Information Systems recommends Dewpoint to provide an assessment and action plane for the Ingham County Sherriff's Office Jail on the Communications and Control System; and

WHEREAS, Dewpoint is available via State Contract as part of the MI-Deal program; and

WHEREAS, the cost is to not exceed \$31,000; and

WHEREAS, the Chief Information Officer recommends utilizing Dewpoint for the assessment and action plan.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes Management Information Services to utilize Dewpoint at cost to not exceed a total of \$31,000 from account 63625810-802000.

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.

Memorandum

To: County Services & Finance Committees

From: Sandra Dargatz, Manager, Ingham County Fair

Date: August 6, 2013

RE: Authorization for the memorial designation of the poultry barn on the Ingham County Fairgrounds as the Louis Bauer Poultry Barn

In 1983 Louis Bauer became involved with the Ingham County 4-H poultry program, served as Assistant Superintendent of the Webberville 4-H poultry department for 19 years, and then served an additional 8 years as the Superintendent for that department.

On May 31, 2013, Louis Bauer passed away. The Webberville 4-H club has shown tremendous support for the memorial designation, and the Ingham County Fair Board has passed a resolution authorizing the memorial designation of the current poultry barn as the Louis Bauer Poultry Barn.

In celebration of the commitment and leadership Louis Bauer demonstrated, the Fair Board and Fair Director will organize a memorial designation ceremony on the Fairgrounds at the end of September 2013, at which his family and friends will witness the hanging of the memorial signs.

Sincerely,

Sandra Dargatz
Manager, Ingham County Fair
(517) 676-2857

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE MEMORIAL DESIGNATION OF THE POULTRY BARN ON
THE INGHAM COUNTY FAIRGROUNDS AS THE LOUIS BAUER POULTRY BARN**

WHEREAS, in 1983 Louis Bauer became involved with the Ingham County 4-H poultry program; and

WHEREAS, Louis Bauer served as Assistant Superintendent of the Webberville 4-H poultry department for 19 years, and then served an additional 8 years as the Superintendent for that department; and

WHEREAS, Louis Bauer passed away on May 31, 2013; and

WHEREAS, the Webberville 4-H club has shown tremendous support for the memorial designation; and

WHEREAS, the Ingham County Fair Board has passed a resolution authorizing the memorial designation of the current poultry barn as the Louis Bauer Poultry Barn.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the memorial designation of the current Ingham County Fair poultry barn as the Louis Bauer Poultry Barn.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Fair Board and Fair Director to purchase appropriate signage and to conduct a memorial designation presentation for the Louis Bauer Poultry Barn.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads becomes the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated August 8, 2013 as submitted.

INGHAM COUNTY ROAD DEPARTMENT

DATE: August 8, 2013

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2013-313	COMCAST	CABLE / UG & OH	VARIOUS	DELHI/ALAIEDON	
2013-317	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	CENTRAL PARK DR BET MARSH RD & OKEMOS RD	MERIDIAN	15
2013-318	FRONTIER	CABLE / UG	BROGAN RD BET KINSEY RD AND M-36	STOCKBRIDGE	2
2013-319	MERIDIAN CHARTER TOWNSHIP	SANITARY	LAKE DR BET MILENZ ST & OAKPARK TR	MERIDIAN	14
2013-326	EYDE CONSTRUCTION CO	COMMERCIAL DRIVE	5155 MARSH RD	MERIDIAN	15
2013-328	DELHI CHARTER TOWNSHIP	SANITARY	EIFERT RD BET HOLT RD & WILLOUGHBY RD	DELHI	16
2013-329	AT & T	CABLE / UG	WILCOX RD BET DOGWOOD DR & HEATHER HAVEN DR	DELHI	22
2013-330	CONSUMERS ENERGY	GAS	SHOEMAN RD BET GULICK RD & HASLETT RD	WILLIAMSTOWN	8
2013-334	COMCAST	CABLE / UG	MOORE ST BET HAMILTON RD & CLINTON ST	MERIDIAN	21
2013-335	CONSUMERS ENERGY	GAS	AURELIUS RD BET GROVE ST & SYCAMORE ST	DELHI	22
2013-336	CONSUMERS ENERGY	GAS	WEMPLE AVE & KRENTAL AV	DELHI	15
2013-337	CITY OF LANSING	SANITARY	STONER RD BET ST JOSEPH ST & KALAMAZOO ST	LANSING	18
2013-338	AMERICAN ASPHALT	ROAD CONST.	UNIVERSITY PARK DR	ALAIEDON	4
2013-341	AT & T	CABLE / UG	EIFERT RD BET MCCUE RD & HARPER RD	DELHI	27 & 28
2013-342	MERIDIAN CHARTER TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2013-343	MERIDIAN CHARTER TOWNSHIP	MISCELLANEOUS	OKEMOS RD & MT HOPE RD	MERIDIAN	21
2013-344	AT & T	CABLE / UG	NEWMAN RD & CENTRAL PARK DR	MERIDIAN	22
2013-347	BARB & BRUCE KETCHUM	LAND DIVISION	BARNES RD BET HAWLEY RD & KELLY RD	VEVAY	36
2013-348	CONSUMERS ENERGY	ELECTRIC / OH	COVERT RD BET EDGAR RD & RIDLEY RD	ONONDAGA	13
2013-349	INGHAM CO PARKS DEPT	MISCELLANEOUS	VARIOUS	MERIDIAN, WILLIAMSTOWN	
2013-350	INGHAM CO DRAIN COMM	MISCELLANEOUS	SYLVAN GLEN & DOBIE RD	MERIDIAN	26 & 35

2013-351	CITY OF WILLIAMSTON	DETOUR	VARIOUS	WILLIAMSTOWN	
2013-352	DELHI TOWNSHIP	SPECIAL EVENT	VARIOUS	DELHI	
2013-361	MIKE BERKOWITZ	TREE REMOVAL	3180 BIRCH ROW DRIVE	MERIDIAN	6
2013-362	COMCAST	CABLE / UG	CAMERON OAKS DR & OKEMOS RD	MERIDIAN	15 & 16
2013-363	DART CONTAINER CORP	SANITARY	HOGSBACK RD BET HOWELL RD & COLLEGE RD	ALAIEDON	31
2013-364	CONSUMERS ENERGY	GAS	HARPER RD BET COLLEGE RD & 127	ALAIEDON	31
2013-365	AT & T	CABLE / UG	SCIENCE PKWY & OKEMOS RD	MERIDIAN	28
2013-366	AT & T	CABLE / UG	RIDGEMOOR DR & PINE TREE RD	DELHI	11
2013-368	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	LOON LN & ROBINS WAY	MERIDIAN	33
2013-370	CITY OF WILLIAMSTON	DETOUR	ROWLEY RD BET VANNETER RD & HARRIS RD	WILLIAMSTOWN	36
2013-371	AT & T	CABLE / UG	UNIVERSITY PARK DR & ALAIEDON PKWY	ALAIEDON	4
2013-381	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	VARIOUS	MERIDIAN	
2013-383	GREAT LAKES COMNET, INC.	CABLE / UG	HOSGBACK RD BET HOWELL RD & COLLEGE RD	ALAIEDON	31
2013-384	CITY OF LANSING	WALKWAY CONSTRUCTION	WAVERLY RD BET JOLLY RD & BISHOP RD	LANSING	6

PERMIT SUPERVISOR: _____

MANAGING DIRECTOR: _____

MEMORANDUM

TO: County Services and Finance Committees

FROM: William M. Conklin, Managing Director
Ingham County Department of Transportation & Roads

DATE: July 30, 2013

RE: Norwood Avenue Drainage Improvements,
Delhi Township

As you are probably aware, normally regional drainage problems in the County are handled by the Drain Commissioner per Michigan's Drain Code, PA 40 of 1956, which, to correct to a drainage problem, typically involves a series of statutorily required steps briefly including a petition to correct the problem, a public hearing and determination of necessity by a specially appointed drain board, design and determination of cost of the improvement, apportionment and assessments for the cost by the drain office, public review of the assessments, etc. In the case of a relatively small drainage problem, administering the repair through the formal process can be quite costly, which can add significant overhead cost to a relatively small number of benefitting parties. In such cases, an informal cost sharing agreement may be desirable to more efficiently and cost effectively correct a small drainage problem.

Such a case of a small drainage problem needing correction has arisen in an area of Delhi Township bound by Keller, Cedar, Aurelius, Norwood and Vernon streets. Rear yard flooding occasionally occurs due to inadequate drainage facilities, which floods various homes in this block. Delhi Township has approached the Drain Commissioner's Office and the Road Department seeking a simple cost sharing agreement to repair this problem. County road right of ways contribute approximately 25% of the drainage in the affected block. Thus Delhi Township seeks cost sharing of 25 % of the cost of this repair from the County and/or Road Department. The other 75% would be funded by some combination of Delhi Township contribution and/or property owner assessments.

Delhi Township took competitive bids for this work from 3 qualified contractors as follows:

Barnhart & Son, Inc.--\$19,366.00

E. T. MacKenzie Co.--\$26,655.35

L. D. Clark Excavating Co.--\$39,160.00

25% of the lowest qualified bid, \$19,366.00, yields \$4,841.50, which Delhi Township is requesting as County and/or Road Department contribution to this drainage repair. As drainage assessments for county road right of ways are normally split between the County and Road Department, the requested contribution would be \$2,420.75 each from the County and the Road Department.

The Road Department's normal 2013 drain assessments are expected to fall within the Road Department's 2013 budget for drain assessments, so the Road Department's half of this special contribution can be funded from the Road Department's 2013 drain assessment budget. Assuming the County budgets for its half of drain assessments similarly, the same should be true for the County as well. Therefore approval of the attached proposed resolution to this effect is requested and recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AGREEMENT FOR
COST SHARING FOR NORWOOD DRAINAGE IMPROVEMENTS, DELHI TOWNSHIP**

WHEREAS, a small drainage problem needing correction has arisen in an area of Delhi Township bound by Keller, Cedar, Aurelius, Norwood and Vernon streets, which occasionally causes flooding due to inadequate drainage facilities in this block; and

WHEREAS, Delhi Township desires that this problem be corrected (hereinafter known as Norwood Drainage Improvements) without the additional cost a formal drain assessment district would involve; and

WHEREAS, County road right of ways contribute approximately 25% of the drainage in the affected block; and

WHEREAS, Delhi Township took competitive bids for this work from 3 qualified contractors as follows:

Barnhart & Son, Inc.--\$19,366.00

E. T. MacKenzie Co.--\$26,655.35

L. D. Clark Excavating Co.--\$39,160.00; and

WHEREAS, 25% of the lowest qualified bid, \$19,366.00, yields \$4,841.50, which Delhi Township is requesting as County and/or Road Department contribution to this drainage repair; and

WHEREAS, drainage assessments for county road right of ways are normally split between the County and Road Department, the requested contribution would be \$2,420.75 each from the County and the Road Department.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into an agreement with Delhi Township to share 25% of the cost, \$4,841.50, of the Norwood Drainage Improvements with that amount being split between the County General Fund and the County Road Fund, \$2,420.75 each.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Board Chairperson to sign any necessary Agreements that are consistent with this resolution and approved as to form by the County Attorney.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Robert Peterson, Director of Engineering, Road Department

DATE: July 25, 2013

SUBJECT: Cost Sharing Agreement for Traffic Signal at the Rosemary Street and M-43 (Saginaw Street) Intersection

As part of the Windemere Park Academy access improvement project, the Michigan Department of Transportation (MDOT) is to add an intersection approach (driveway) and modernize the traffic signal at the intersection of Rosemary Street and M-43 (Saginaw Street). Once the Windemere Park Academy driveway improvements are completed, the intersection will be a four-legged intersection, rather than its current three-legged configuration.

Initial costs for the approach installation and signal modernization is to be funded by MDOT and/or Windemere Park Academy. Pursuant to standard practice, all subsequent signal equipment modifications, maintenance, and operation costs are to be split between MDOT (50%), Windemere Park Academy (25%), and Ingham County (25%). The costs are split as shown because two of the four approaches to the intersection will be MDOT jurisdiction, one will be the Windemere Park Academy driveway, and the fourth is Ingham County's jurisdiction (Rosemary Street).

The reason for this memo and resolution is to execute the MDOT and Ingham County, Cost Agreement for Traffic Signal Control.

Approval of the attached resolution is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL WITH
THE MICHIGAN DEPARTMENT OF TRANSPORTATION**

WHEREAS, as part of the Windemere Park Academy access improvement project, the Michigan Department of Transportation (MDOT) is to add an intersection approach (driveway) and modernize the traffic signal at the intersection of Rosemary Street and M-43 (Saginaw Street); and

WHEREAS, the initial approach installation and signal modernization is to be funded by the Michigan Department of Transportation and/or Windemere Park Academy; and

WHEREAS, pursuant to standard practice, all subsequent signal equipment modifications, maintenance, and operation costs are to be split between MDOT (50%), Windemere Park Academy (25%), and Ingham County (25%). The Ingham County maintenance costs are estimated to be \$210 annually, which is budgeted under the county road fund for signal operation and maintenance.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a Cost Agreement for Traffic Signal Control with Michigan Department of Transportation for the Rosemary Street and M-43 (Saginaw Street) traffic signal equipment modifications, maintenance, and operation costs. For which, the maintenance costs are estimated to be \$210 annually and is budgeted under the county road fund for signal operation and maintenance.

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

TO: County Services and Finance Committees
FROM: William Conklin, Managing Director, Road Department
DATE: August 14, 2013
SUBJECT: Cornell Road Project Re-Bid
Revised Resolutions for Township Agreement & Contract Award

Attached are two resolutions regarding the Cornell Road Project, M-43 to Orlando Drive, in Meridian Township. As you may recall from the July meetings, resolutions for a Township Agreement and awarding a construction contract based on an earlier bid-letting on this project were approved contingent upon Meridian Township also approving the project as originally bid at a subsequent Township Board meeting. Subsequently, Meridian Township requested design changes on this project (omitting originally proposed shoulder widening to reduce cost and environmental impact), which necessitated a re-bid of the project. Based on the revised project and re-bid results, the two attached proposed resolutions are for authorizing an agreement with Meridian Township and to accept the low bid and award a contract for the revised project. The attached resolutions are to supersede the two similar resolutions the Board of Commissioners passed at its July 23, 2013, meeting.

Two bids were received in the re-bidding per Bid Package #100-13 as follows:

Rieth-Riley Construction Co., Inc., Lansing, MI: \$817,543.85
Michigan Paving and Materials Co., Lansing, MI: \$854,926.06

The low bidder, Rieth-Riley, is MDOT pre-qualified, well experienced and equipped for their type of work, and their bid met all specifications per Bid Package #100-13. Thus the Purchasing and Road Departments recommend accepting the low bid and awarding a contract for the revised Cornell Road Project to Rieth-Riley.

Funding for this project will be a combination of County Road Fund Local Road Program Match, Township Match, and a grant from the Michigan Department of Environmental Quality (MDEQ) for field implementation of experimental recycled rubber modified asphalt being developed by Michigan state University per an agreement for which the Board of Commissioners also passed a resolution at its July meeting. The low bid as submitted did not fully utilize the MDEQ grant funds, so the Road department recommends a minor modification to the low bid to include enough of the rubber modified asphalt, which is somewhat more costly than regular asphalt, to fully utilize the grant. The Road department will also provide labor with associated material cost also being funded by Meridian Township, which reduces overall costs and thus deletes various work items from the contract to be awarded to Rieth-Riley. Note also that road construction contracts are unit price based such that bids and final costs are based on estimated and actual quantities respectively multiplied by bid unit price. Thus bid costs are always presented as "cost based on estimated quantities". The following summarizes the estimated project funding (figures rounded to nearest dollar):

Modified Low Bid based on estimated quantities:	\$822,765
Less MDEQ Grant:	(\$192,000)
Less County Road Fund Match:	(\$115,000)
Less low bid value of work items to be performed by Road Dept.:	(\$171,211)
<u>Plus estimated material cost of work items by Road Dept.:</u>	<u>\$ 79,064</u>

Estimated Meridian Township Contribution (net of above figures):	\$423,618
Estimated Meridian Township Contribution (rounded)	\$425,000

Any increased cost in the contracted work and/or road department supplied materials will also be funded by Meridian Township per the proposed Township Agreement.

The above has been proposed as requested and approved by Meridian Township, and the re-bid results and the above final cost estimate have been shared with the Township. Therefore approval of the attached resolutions is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE REVISING THE LOCAL ROAD PROGRAM AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE REHABILITATION AND RESURFACING OF CORNELL ROAD, M-43 TO ORLANDO DRIVE, FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Meridian Township desires that improvements be performed on Cornell Road from M-43 to Orlando Drive, a total distance of approximately 2 miles, to include pavement recycling (crushing and shaping), grading, complete paving of two course asphalt at 4.25 inch total thickness, and other work; and

WHEREAS, the Ingham County Board of Commissioners passed resolution #13-308 at their July 23, 2013, meeting authorizing an agreement with Meridian Township for cost sharing on the Cornell Road project contingent upon Meridian Township approving the project as initially bid; and

WHEREAS, Meridian Township rejected the initial Cornell Road project bid and requested the project to be rebid omitting previously proposed shoulder widening and related work; and

WHEREAS, the revised Cornell Road project was rebid at a cost of \$817,543, based on estimated quantities; and

WHEREAS, the Ingham County Board of Commissioners passed resolution #13-294 at their July 23, 2013, meeting authorizing an agreement with Michigan State University to participate in a research program funded by a Michigan Department of Environmental Quality (MDEQ) grant on the Cornell Road project, which will provide up to \$192,000 of the cost for experimental rubber modified asphalt included in the low bid project cost; and

WHEREAS, the low bid as submitted does not fully utilize the MDEQ grant and thus the Road Department recommends modifying the project low bid to take full advantage of this grant which raises the project bid cost to \$822,765 based on estimated quantities; and

WHEREAS, the County on behalf of the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund, and funding secured through the aforementioned rubber modified asphalt study grant, and to contribute Road Department labor for certain work items on this project; and

WHEREAS, for 2013, the County on behalf of the Road Department has allocated to Meridian Township's local roads, a maximum sum of \$115,000.00 from the County Road Fund, which shall be matched equally by the Township to the extent used; and

WHEREAS, Meridian Township has accepted the revised project as re-bid and modified, and has agreed to fund the remaining cost of the revised project plus material cost of work items to be completed by the Road Department per the following exhibit (figures rounded to nearest dollar):

Modified Low Bid based on estimated quantities:	\$822,765
Less MDEQ Grant:	(\$192,000)
Less County Road Fund Match:	(\$115,000)
Less low bid value of work items to be performed by Road Dept.:	(\$171,211)
<u>Plus estimated material cost of work items by Road Dept.:</u>	<u>\$ 79,064</u>

Estimated Meridian Township Contribution (net of above figures):	\$423,618
Estimated Meridian Township Contribution (rounded)	\$425,000

WHEREAS, in the event the final cost of the contracted portion of the improvements and/or the final cost of the materials supplied by the Road Department is greater than that set forth above, the excess costs will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount estimated above, \$425,000, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under a contract to be executed during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$115,000.00 toward the cost of said improvement from the County Road Fund and to contribute Road Department labor for certain work items on this project as agreed upon between the Road Department and Meridian Township.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the cost estimates provided above, the savings shall accrue as follows: Savings in contracted improvements and Road Department supplied/Township funded material costs net of MDEQ grant shall first accrue to Meridian Township for any final total cost amounts down to twice the County Road Fund Match amount, \$230,000, below which any savings shall be split between the County Road Fund and the Township; Savings in Road Department labor shall accrue to the County Road Fund.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Meridian Township for its final total contribution upon completion of the project.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Meridian Township to effect the above described local road improvement as provided above.

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary such agreement that is consistent with this resolution and approved as to form by the County Attorney.

BE IT FURTHER RESOLVED that the actions authorized by this resolution replace that of resolution #13-308 passed by the Ingham County Board of Commissioners at their meeting of July 23, 2013.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING
A CONTRACT WITH
RIETH-RILEY CONSTRUCTION CO.
FOR
BID PACKET #100-13
RECYCLING & ASPHALT RESURFACING CORNELL ROAD
MERIDIAN TOWNSHIP**

WHEREAS, Meridian Township and the Ingham County Department of Transportation & Roads (Road Department) have agreed that pavement recycling, asphalt resurfacing and repairs are needed on Cornell Road, between M-43 and Orlando Drive due to normal deterioration over time; and

WHEREAS, approval of this resolution is contingent upon the approval of a resolution authorizing an agreement with Meridian Township to fund these repairs, which is running concurrent with this resolution; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this work item; and

WHEREAS, Meridian Township rejected the initial Cornell Road project bid and requested the project to be rebid omitting previously proposed shoulder widening and related work; and

WHEREAS, new bids were received per Bid Packet 100-13 and reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidder's proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Rieth-Riley Construction Co., of Lansing, MI, submitted the lowest responsive and responsible bid at \$817,543.85, for Bid Packet 100-13; and

WHEREAS, certain work items within the aforementioned low bid will be performed by Road Department crews, which at low bid unit prices have a total value of approximately \$171,211, and which has the effect of reducing the project's low bid cost to \$646,333 in round dollar figures; and

WHEREAS, a contingency is being requested in the amount of 10%, \$64,633 in round dollar figures, for any additional work the township may request, and/or unidentified and unforeseen problems that may occur during the process with said additional cost, if incurred, to be funded per the township agreement previously approved.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves entering into a contract with Rieth-Riley Construction Co., of Lansing, MI, for pavement recycling, asphalt resurfacing and related work on Cornell Road, between M-43 and Orlando Drive, as specified in the Ingham County Road Department's Bid Packet # 100-13, for the low bid cost, less work items to be performed by the Road department, with 10% contingency, of \$710,966 in round dollar figures.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves having 10% contingency for Road Department staff to approve provided the Township also approves.

BE IT FURTHER RESOLVED, that the actions authorized by this resolution replace that of Resolution #13-309 passed by the Ingham County Board of Commissioners at their meeting of July 23, 2013.

INGHAM COUNTY PARKS DEPARTMENT

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

MEMO

DATE: July 23, 2013
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Authorizing Deer Hunting at Lake Lansing Park-North

This resolution authorizes the hunting of white tailed deer within the boundaries of Lake Lansing Park-North during the 2013 Archery Deer Season. Hunters must meet all requirements of the Meridian Township deer hunting program and may only use crossbows, guns will not be permitted.

Overpopulation of white tailed deer negatively impacts natural communities and associated wildlife which requires management of the deer herd. The deer herd within Meridian Township and specifically in Lake Lansing Park-North, is causing damage to plant life within park property and surrounding private lands. In addition, deer/car accidents in the Lake Lansing area have increased over the last five years.

The Michigan Department of Natural Resources has provided research data that supports the appropriate management of deer. The MDNR also states an abundance of deer in a given area may lead to deer in poor physical condition and susceptible to disease and starvation.

Meridian Township has conducted successful deer hunts within their properties and surrounding properties. Meridian Township wishes to partner with the Ingham County Parks Department to conduct a deer hunting program within the boundaries of Lake Lansing Park-North. By working cooperatively with Meridian Township, resources can be shared to successfully complete the project

The Parks & Recreation Commission supported this deer hunt with the passage of a resolution at their July 22, 2013 meeting.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING DEER HUNTING AT LAKE LANSING PARK-NORTH

WHEREAS, overpopulation of white tailed deer negatively impacts natural communities and associated wildlife which requires management of the deer herd; and

WHEREAS, the Michigan Department of Natural Resources has provided research data that supports the appropriate management of deer; and

WHEREAS, the deer herd within Meridian Township and specifically in Lake Lansing Park-North, is causing damage to plant life within park property and surrounding private lands; and

WHEREAS, deer/car accidents in the Lake Lansing area has increased over the last five years; and

WHEREAS, the Michigan Department of Natural Resources states that an abundance of deer in a given area may lead to deer in poor physical condition and susceptible to disease and starvation; and

WHEREAS, Meridian Township has conducted successful deer hunts within their properties and surrounding properties; and

WHEREAS, Meridian Township wishes to partner with the Ingham County Parks Department to conduct a deer hunting program within the boundaries of Lake Lansing Park-North; and

WHEREAS, by working cooperatively with Meridian Township, resources can be shared to successfully complete the project; and

WHEREAS, the Parks & Recreation Commission supported this deer hunt with the passage of a resolution at the July 22, 2013 meeting.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the hunting of white tailed deer within the boundaries of Lake Lansing Park-North during the 2013 Archery Deer Season.

BE IT FURTHER RESOLVED, hunters must meet all requirements of the Meridian Township deer hunting program and may only use crossbows, guns will not be permitted.

BE IT FURTHER RESOLVED, staff is directed to continue to collect information regarding the deer herd in Meridian Township and that the Parks Commission will assess the data prior to approving future hunts.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING THE 175TH ANNIVERSARY OF
THE ORGANIZATION OF VEVAY TOWNSHIP**

WHEREAS, on October 29, 1829, by an act of the Legislative Council of the Territory of Michigan nine counties were laid out and named after President Andrew Jackson and his cabinet, Ingham County was named after Samuel D. Ingham who served as Secretary of the Treasury under President Andrew Jackson; and

WHEREAS, the Michigan Senate and House of Representatives created the County of Ingham when they approved the *Act of Organization* on April 8, 1838; and

WHEREAS, the Legislature of Michigan approved and organized the sixteen townships of Ingham County, Vevay Township was organized as a general law township on March 6, 1838, and was named after the township of Vevay located in Switzerland County, Indiana; and

WHEREAS, the county seat was located at the City of Ingham in the township of Vevay in March of 1836, however, by an act approved March 6, 1840, the seat of justice was moved to Mason which is centrally located, fulfilling the requirements of the time that the county seat be no more than a day's travel from any location in the county; and

WHEREAS, the first to settle in the township were members of the Rolfe family, and the first township meeting and election were held April 2, 1838, where Peter Linderman was elected as Supervisor, Anson Jackson as Clerk and Henry Hawley as Collector; and

WHEREAS, Vevay Township will celebrate its 175th anniversary on September 22, 2013.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes Vevay Township on the event of their 175th Anniversary and encourages all residents to join them in their celebration.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TRANSFERRING THE BOARD OF COMMISSIONERS AUTHORITY TO APPOINT, SUPERVISE AND REMOVE CERTAIN POSITIONS TO THE CONTROLLER/ADMINISTRATOR

WHEREAS, the Board of Commissioners has the authority to appoint and supervise certain positions within the County of Ingham; and

WHEREAS, the Board wishes to transfer this authority for several positions to the Controller/Administrator.

THEREFORE BE IT RESOLVED, that the Ingham County Animal Control Ordinance, Article III, is hereby amended to reflect that the Controller/Administrator shall have direct appointment, supervision, and removal authority for the position of Animal Control Director, as set forth in the attached Ordinance Amendment.

BE IT FURTHER RESOLVED, that the Controller/Administrator shall have direct authority for the appointment, supervision, and removal of the Fair Board Executive Director effective upon the approval of this resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator shall have the authority for the appointment, supervision, and removal of the Parks Director effective upon the approval of this resolution.

BE IT FURTHER RESOLVED, that the amended Animal Control Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners reserves the right to directly appoint/employ and remove the following positions: County Controller/Administrator [Michigan Compiled Laws 46.13b]; Equalization Director [Michigan Compiled Laws 211.34]; Health Officer [Michigan Compiled Laws 333.2428]; Managing Director of the Department of Transportation and Roads [MCL 224.9(3)]; and the Board Coordinator.

BE IT FURTHER RESOLVED, that the provisions of any prior Resolutions that pertain to the Animal Control Director, Fair Board Executive Director and Parks Director that are inconsistent with this Resolution are of no further force or effect.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING THE INGHAM COUNTY ORDINANCE
ESTABLISHING PARK RULES AND REGULATIONS**

WHEREAS, the Ingham County Park Rules and Regulations currently permit the sale and consumption of beer and wine at public or private events within the grounds of the Potter Park Zoo Exploration and Discovery Center and Plaza, but prohibit the possession, sale and consumption of liquor in all County Parks; and

WHEREAS, it would be economically viable to allow the sale and consumption of beer, wine and liquor at public or private events within the grounds of the Potter Park Zoo, and not necessarily limited to the Exploration and Discovery Center and Plaza; and

WHEREAS, the Board of Commissioners has the authority under MCL 46.11(j) to amend the Ordinance Establishing Park Rules and Regulations (adopted June 27, 1998, and modified June 11, 2001, March 9, 2004, and June 12, 2007).

THEREFORE BE IT RESOLVED, that the Ingham County Ordinance Establishing Park Rules and Regulations, Sec. 3.H(5), is hereby amended to reflect that alcoholic beverages, including liquor, may be sold for consumption, and may be consumed, at public or private events or functions within the grounds of Potter Park Zoo, in compliance with specified conditions, as set forth below and in the attached Ordinance Amendment:

H. Alcoholic Beverages.

(5) Notwithstanding any provision set forth to the contrary, alcoholic beverages (including beer, wine and liquor) may be sold for consumption on the premises, and/or may be consumed, at public or private events or functions within the grounds of Potter Park Zoo, provided:

a. Dispensing of alcoholic beverages shall be conducted by persons or entities not affiliated with Potter Park Zoo or any of its auxiliary organizations;

b. No alcoholic beverages may be sold or dispensed during hours when the Potter Park Zoo is open to the general public;

c. For sales of alcoholic beverages for consumption on the premises, an appropriate license shall be obtained from the Michigan Liquor Control Commission;

d. Any person or entity using the premises for an event in which alcoholic beverages are sold and/or consumed, shall obtain liability insurance coverage in the minimum amount of \$1,000,000 or such other amount as determined by Resolution of the County Board of Commissioners.

BE IT FURTHER RESOLVED, that the amended Ordinance Establishing Park Rules and Regulations shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

INGHAM COUNTY BOARD OF COMMISSIONERS

**ORDINANCE AMENDING THE INGHAM COUNTY ORDINANCE ESTABLISHING PARK RULES
AND REGULATIONS TO PERMIT THE SALE AND
CONSUMPTION OF BEER, WINE AND LIQUOR AT POTTER PARK ZOO**

ORDINANCE NO. _____

THE PEOPLE OF THE COUNTY OF INGHAM, MICHIGAN, DO ORDAIN:

Section 1. Purpose and Authority. Deeming it advisable in the interest of the citizens of Ingham County, as authorized by MCL 46.11(j) of the Michigan Compiled Laws, the County of Ingham, Michigan, adopts this Ordinance amending the Ingham County Ordinance Establishing Park Rules and Regulations.

Section 2. Amendment. Section 3.H(5) of the Ingham County Ordinance Establishing Park Rules and Regulations, entitled Alcoholic Beverages, is amended to read as follows:

(5) Notwithstanding any provision set forth to the contrary, alcoholic beverages (including beer, wine and intoxicating liquor) may be sold for consumption on the premises, and may be consumed, at public or private events or functions within the grounds of Potter Park Zoo, provided:

a. Dispensing of alcoholic beverages shall be conducted by persons or entities not affiliated with Potter Park Zoo or any of its auxiliary organizations;

b. No alcoholic beverages may be sold or dispensed during hours when the Potter Park Zoo is open to the general public;

c. For sales of alcoholic beverages for consumption on the premises, an appropriate license shall be obtained from the Michigan Liquor Control Commission;

d. Any person or entity using the premises for an event in which alcoholic beverages are sold and/or consumed, shall obtain liability insurance coverage in the minimum amount of \$_____, or such other amount as determined by Resolution of the County Board of Commissioners.

Section 3. Repeal. All ordinances or parts of ordinances inconsistent herewith are hereby repealed

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance Amending the Ingham County Ordinance Establishing Park Rules and Regulations shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

I, Barb Byrum, Ingham County Clerk, certify that this Ordinance was adopted by the Ingham County Board of Commissioners and published in a newspaper of general circulation in the County on _____, 2013.

Barb Byrum, Ingham County Clerk

Ingham County Board of Commissioners

Debra Nolan, Chairperson