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 TSERNOGLOU
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, JUNE 18, 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 June 4, 2013 Minutes
Additions to the Agenda
Limited Public Comment

1. Treasurer - Resolution Making Limited Tax Pledge for Ingham County Land Bank Fast Track Authority Series 2007A Note and Series 2009A Note

2. Department of Transportation and Roads
   a. Resolution to Approve the Special and Routine Permits for the Ingham County Department of Transportation and Roads
   b. Resolution Authorizing the Purchase of Three Propane Tanks & One Year of Propane Service for the Department of Transportation & Roads
   c. Resolution Authorizing the Extension of a Contract for Gravel Road Dust Control Service for the Department of Transportation & Roads
   d. Resolution to Approve Local Road Agreement with Stockbridge Township for the Ingham County Department of Transportation and Roads
   e. Resolution to Approve Local Road Agreement with Bunker Hill Township for the Ingham County Department of Transportation and Roads
   f. Resolution to Approve Local Road Agreement with Leslie Township for the Ingham County Department of Transportation and Roads
   g. Resolution to Approve Local Road Agreement with Williamstown Township for the Ingham County Department of Transportation and Roads
   h. Resolution to Approve Local Road Agreement with Ingham Township for the Ingham County Department of Transportation and Roads
   i. Resolution to Approve Local Road Agreement with Leroy Township for the Ingham County Department of Transportation and Roads
   j. Resolution to Approve Local Road Agreement with Alaiedon Township for the Ingham County Department of Transportation And Roads
   k. Resolution to Approve Local Road Agreement with Lansing Township for the Ingham County Department of Transportation and Roads
   l. Resolution to Approve Waterborne Pavement Marking Agreement with City of Williamston for the Ingham County Department of Transportation and Roads
   m. Resolution to Approve Waterborne Pavement Marking Agreement with City of Leslie for the Ingham County Department of Transportation and Roads
   n. Resolution to Approve Waterborne Pavement Marking Agreement with City of Mason for the Ingham County Department of Transportation and Roads
   o. Resolution to Approve Waterborne Pavement Marking Agreement with Stockbridge Township for the Ingham County Department of Transportation and Roads
   p. Resolution to Approve Waterborne Pavement Marking Agreement with Village of Webberville for the Ingham County Department of Transportation and Roads

q. Resolution to Approve Local Road Agreement with Wheatfield Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at Meeting*)
r. Resolution to Approve Local Road Agreement with Vevay Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at Meeting*)
s. Resolution to Approve Local Road Agreement with Aurelius Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at Meeting*)

3. Economic Development - Resolution Approving the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy

4. Facilities - Resolution Authorizing Entering into a Contract with Perfitt Excavating, Inc. for the Replacement of the Asphalt Parking Lot at the Human Services Building

5. Human Resources
   a. UAW Local 2256 - Technical, Office, Para-Professional and Service Employees Letter of Understanding – Parking Allowance
   b. Resolution Authorizing a Re-Organization in the Facilities Department

6. Fair Office
   a. Resolution Authorizing Entering into a Contract with Straub Pettitt Yaste to Provide Architectural and Engineering Services for the Tension Fabric Horse Practice Arena at the Ingham County Fairgrounds
   b. Resolution Authorizing Entering into a Contract with Superior Electric of Lansing, Inc. for Improvement of Fairground Camping Electrical Service
   c. Discussion: Fairgrounds Update

7. Financial Services - Resolution to Authorize a Retiree Health Care Actuarial Study

8. Management Information Services
   a. Resolution to Approve Entering into an Agreement with the FD Hayes Electric Company for Data and Voice Wiring Services
   b. Resolution to Authorize Entering into Contract with Gravityworks Design + Development
   c. Resolution to Approve the Renewal of the MUNIS Software Annual Support Agreement from Tyler Technologies

9. Farmland and Open Space Preservation Board - 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

10. Board Referral - Letter from Lansing Mayor Virg Bernero Regarding the City of Lansing Parks and Recreation Department's Intention Not to Renew the License Agreement Between the City of Lansing and Ingham County for the Kenneth A. Hope Soccer Complex Property

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
June 4, 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, Jared Cypher, Travis Parsons, Renée Branch Canady, Debbie Edokpolo, Eric Schertzing, Desiree Kirkland, Mary Ruttan, Patrick Lindemann, Bill Conklin, Sandra Gower, Glen Rockey and others.

The meeting was called to order by Chairperson De Leon at 6:03 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 21, 2013 Minutes
The May 21, 2012 Minutes were amended as follows:

Page 1, Additions to the Agenda and Page 3, Item 10, Board of Commissioners: Change Item Numbers from "a" and "b" to "b" and "c":

10~~a~~ b. Late - Resolution Appointing the Ingham County Controller/Administrator

10~~b~~ c. Late – Resolution Appointing an Interim Controller/Administrator

and

10. Board of Commissioners

~~a~~ b. Resolution Appointing the Ingham County Controller/Administrator
~~b~~ c. Resolution Appointing an Interim Controller/Administrator

Additions to the Agenda
1a. Additional Information - Update: Status of Community Development Block Grant – Handout: County Grant Update dated 5/31/13
1b. Additional Information - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property
3. Substitute - Health Department - Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
4b. Discussion – Department of Transportation and Roads Additional Funding Materials: Interoffice Memorandum to Mr. William Conklin from Robert H. Peterson, P.E. Director of Engineering and Ingham County Roads on which Additional Funding Could be Used

6. Pulled - Human Resources - Resolution Authorizing a Reorganization in the Facilities and Parks Departments

Limited Public Comment
None.

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

4. Department of Transportation & Roads –
   a. Resolution to Approve the Special and Routine Permits for the Ingham County Department of Transportation and Roads

5. Economic Development - Resolution Authorizing Submission of a Community Development Block Grant Application for $3,000,000 for Public Infrastructure Improvements for the Jackson National Life Insurance Company Expansion Project

MOTION CARRIED UNANIMOUSLY.

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

MOTION CARRIED UNANIMOUSLY.

1. Treasurer
   a. Update: Status of Community Development Block Grant

Mr. Schertzing reminded the Committee at the end of last year the Community Development Block Grant was moved from the Housing Commission to the Treasurer. He noted that Glen Rockey also transferred from the Housing Commission to the Treasurer's Office. He referred to the County Grant Update Handout pointing out major projects that were not completed, waiting to be closed or conditions were not met, along with, grant funding recapture. He also reminded the Committee that County dollars were put into the Community Development Block Grant (CDBG) program because there was not sufficient grant revenue to support departmental costs and obviously since the grant recapture that has not improved. He stated even with the subsidy dollars coming the program is in arrears as of the end of April.

Mr. Schertzing explained that the program did not come to the Treasurer's Office in great shape; however, the CDBG program does do some useful things in the County for those who are eligible and there will be an opportunity to apply for grants. Mr. Schertzing expressed his concern that there is sufficient grant revenue now or in the future to support the existing cost structure for the CDBG program. He stated in two weeks he will know if there will be additional subsidy dollars coming in or a plan to administer the program in a less costly manner. Ms. Ruttan explained there will be opportunity to reapply for County allocation. She described why she believes the current program is not working specifically relying on federal dollars for the

administration fees, in addition to, MSHDA scrutiny not allowing projects to linger. She stated that the Neighborhood Stabilization Program (NSP) funding is available in July and the County Allocation Funding in August. She stated they will have to look at the administrative fees differently but there is the need for this program in Ingham County.

Chairperson De Leon asked if it is the intent of the Treasurer's Office to develop a plan based on projections. Mr. Schertzing stated the challenge is the uncertainty. He stated he understands a position that is grant funded goes away when the grant goes away. Chairperson De Leon stated she understands that the revenue could cover the position and there are additional dollars offered for projects. Chairperson De Leon questioned if it would be a good investment for the County to continue to subsidize the program. Mr. Schertzing stated that is what needs to be addressed.

Comm. Holman asked for clarification of the recaptured dollars. Mr. Schertzing explained they are dollars that were awarded and are now being taken back typically because of lack of performance. Comm. Koenig asked for more detail on lack of performance. Mr. Schertzing stated he inherited something at the end of the year that was not working very well further stating it is a mystery to him why people don't do their jobs. Comm. Nolan asked what the percentage is for administration. Ms. Ruttan stated it varies on the different grants then provided estimates. Comm. Nolan questioned if a position could be lost. Mr. Schertzing answered one.

Chairperson De Leon requested that the Treasurer come back to the Committee with a plan on how to precede based on projections.

b. Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

Mr. Schertzing stated this resolution has been used for a number of years and this is the 2013 foreclosure cycle. He informed the Committee of the number of parcels being foreclosed on and locations. He stated that he and Ms. Ruttan have been working on looking at the interiors of the structures.

Mr. Schertzing explained there is a multi-month evaluation process and this resolution provides the Land Bank flexibility on which properties may be chosen for renovation or demolition. Mr. Schertzing referred to the additional information and explained they were recently added after judicial delays.

Mr. Schertzing informed the Committee that last year the Treasurer's Office was in a position to auction off a majority of the structures and will continue this year. He stated there are more homes this year and the quality of foreclosures this year is better. He stated some will need to be bundled for future demolition. He anticipates that next year will be similar to this year's foreclosure rate.

Comm. Nolan asked if foreclosures continue to rise in Ingham County. Mr. Schertzing stated that last year was a peak and he expects the market to plateau. Comm. Nolan asked, what is the primary reason people have negative equity in their home. Mr. Schertzing stated that a dozen of the properties on this list are from a "not great" investor in the community that could not hold off bankruptcy. He stated there are a number of people who try to raise money to stay. He noted that

this year's foreclosures are far less occupied; therefore, there will be fewer evictions. Mr. Schertzing provided a handout of the 2013 Tax Foreclosures Property Auction.

Chairperson De Leon asked for the number of properties in inventory. Mr. Schertzing estimated the Land Bank has 924 properties as of April which is down 3 from March. He explained the Land Bank continues to renovate and construct new homes. He reviewed the number of homes sold and pending since the beginning of the year. Chairperson De Leon questioned the cost to maintain the properties. Mr. Schertzing explained that most of the 924 properties are not structures, nonetheless, costs are significant and the challenge is driven by the blighted properties. He overviewed the number of homes that need to be demolished and the funding for those. He stated the vast majority on this list will go to auction and sell. The challenge of selling at auction is some people do nothing with the property. The Committee discussed blighted homes and locations.

Chairperson De Leon expressed her concern that grant dollars are coming to a close and costs continue to increase. She asked where the money will come from. Mr. Schertzing stated it is a problem that the Land Bank owns property; however, there are property sales and there are opportunities for grants. He described grants coming available. Mr. Schertzing informed the Committee that he will be attending a meeting in Detroit with HUD and MSHDA on June 21st and will urge that more dollars should go toward demolition and labor rather than renovation because that is more crucial. He stated it is less expensive to maintain a vacant parcel noting some have been put into a garden program. Chairperson De Leon asked if there is any indication of where this is going three to five years from now. Mr. Schertzing stated there is a new director and he will need to work on the future vision.

Chairperson De Leon expressed her concern that there is not enough capacity to take on homes. Mr. Schertzing stated that is the reason for last year's auction. He explained blighted structures do not sell and they probably cannot escape picking up 100 this year or next; therefore, the blighted figure may go up.

Chairperson De Leon stated she understands when the Land Bank was created there was no way to know the number of properties would be near this. She asked the Treasurer to explain what would happen if these went back to the state. Mr. Schertzing explained they would not be mowed or shoveled. The state does not look at them and they are not interested in being in that business. Chairperson De Leon noted they would auction them all off. Mr. Schertzing stated some properties may not sell. Mr. Schertzing stated that other funding sources are being explored then informed the Committee that the Ingham County Land Bank is a model giving the example of an award for the Shopping Guide Building in Mason. Chairperson De Leon asked if other Land Banks have a similar inventory. Mr. Schertzing described the Land Bank sizes in Wayne, Saginaw and Genesee Counties.

Comm. Holman asked how many homes over the years have remained on the tax rolls and not come back through foreclosure. Ms. Schertzing stated the County has tracked that since taking over the auction process. He estimated 40% come back in three year period. He stated in 2011 and 2012 the Land Bank sold over 80 fully renovated houses in the city of Lansing and 45% of those sold were sold to people from outside the area. He stated those are positive trends and

expects the trend to continue. He stated it is still a huge challenge to own blight. Comm. Holman asked if there is a connection between the homes coming back on the tax roll and the quality of the renovation. Mr. Schertzing believes it is the blighted structures that are back on the tax rolls explaining many people come to auction paying $500.00 thinking they can flip it that that is not the case. He explained taking the blighted house down has a more positive effect on the neighborhood.

Comm. Tsernoglou questioned Mr. Schertzing's statement of the Treasurer being discriminating and does not necessarily auction to everyone. She asked who is or is not qualified to participate in the auction and what types of bad things do people do. Mr. Schertzing stated some people will rent to tenants and that tenant will unknowingly have a high gas bill. People who have forfeited taxes to the County may not buy property. He explained last year he started the owner occupancy covenants on some properties sold at auction stating there is nothing in the statute that says he can or cannot do that. Mr. Schertzing stated he is now sharing the concept with others. Mr. Schertzing explained they have stepped up the recruitment of qualified buyers so there are more eyes looking at the auction. He stated the market has improved and as things stabilize so naturally more people are looking. Mr. Schertzing informed the Committee that they are now tracking sales, permits and how title changes over time to see what is happening. He described stronger market areas.

The Committee discussed interest rates, refinancing, Troubled Asset Relief Program (TARP), lending institutions, household income, foreclosure redemption periods, in addition to, the number of anticipated owner occupied foreclosures.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION TO UTILIZE THE COUNTY'S OPTION TO ACQUIRE TAX FORECLOSED PROPERTY.

MOTION CARRIED UNANIMOUSLY.

2. Drain Office - Resolution Pledging Full Faith and Credit to Ember Oaks Drain Drainage District 2013 Bonds

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION PLEDGING FULL FAITH AND CREDIT TO EMBER OAKS DRAIN DRAINAGE DISTRICT 2013 BONDS.

Mr. Lindemann stated this request is for full faith in credit of $895,000. Mr. Lindemann explained he assesses the County based on benefits derived and the County assesses the roads. He further explained the benefits are fairly minimal for the roads. He described PA 51 which is a guideline on the County's ability to collect. He informed the Committee that Friday is the day of review stating at this time he does not know how that will go.

Mr. Lindemann described the drain boundaries, zoning, easements, lack of development in the subdivision and value of homes in the drainage district. He then explained this has cost approximately $200,000 to obtain the easements that were requested six years ago when the plat was established. He described the erosion, rate of flow and how the damage will be remedied. He noted the damage is severe.

Mr. Lindemann explained the largest beneficiaries of the project are the developer and rail road. The Committee discussed who will primarily be paying for the drain.

Mr. Lindemann stated he was proud that the drain design cost was 8% of the project because the national average is near 15% citing the real cost was negotiating with the developer and township.

Mr. Cypher noted the established amount is $895,000.

MOVED BY COMM. NOLAN TO AMEND THE RESOLUTION, 2ND WHEREAS AND THE NOW, THEREFORE, IT IS RESOLVED as follows: STRIKE "NOT TO EXCEED $1,000,000 AND REPLACE WITH "OF $895,000", AS FOLLOWS:

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount ~~not to exceed $1,000,000~~ of $895,000 pursuant to the Act; and

and

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount ~~not to exceed $1,000,000~~ of $895,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

Mr. Lindemann noted the developer could appeal.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

3. Health Department - Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN PUBLIC HEALTH INSTITUTE (MPHI) TO IMPLEMENT THE MICHIGAN PATHWAYS TO BETTER HEALTH GRANT.

Dr. Branch Canady informed the Committee that the Health Department had the opportunity to sub-contract with the MPHI. She explained funding was received last November as part of a six-month pilot program and the Health Department has been asked to continue through the funding cycle. She stated Ms. Edokpolo was the lead on the initiative. Comm. Nolan complemented the Health Department on the program. Comm. Nolan suggested that all the staff ask individuals if they are veterans because the County has underused medical Veteran benefits. Chairperson De Leon asked if the staff is picked out as outlined. Dr. Branch Canady stated the positions will be posted if this is approved. Chairperson De Leon asked if it is decided the agencies listed are who the Health Department will work with. Dr. Branch Canady answered yes then described grant requirements, acknowledged these were not partners used in the pilot project and explained why these agencies were chosen and others were not. Chairperson De Leon stated she did not see where there was a commitment to communities of color or language barriers and asked how that is being addressed. Dr. Branch Canady described the Health Department's philosophy on health equity, social justice, accessibility and representation. She stated that each of the agencies have the expectation of serving a diverse population both in terms of gender, race, ethnicity and class. Chairperson De Leon asked if something like this could have gone through Cristo Rey. Dr. Branch Canady explained Cristo Rey was working out their transition and were not able to take on one more thing. She noted that as things stabilize for them the Health Department could consider partnering with them again. Dr. Branch Canady noted that Cristo Rey is sub-contractor with another Ingham County initiative. Chairperson De Leon asked how the Health Department will measure the results. Ms. Edokpolo described how the new computer software will track who is served. Chairperson De Leon asked for a report. Dr. Branch Canady explained that Medicaid and CMS are concerned about outcomes and performance and the Health Department is partnering on a robust evaluation process. This is part of a national evaluation; however, there are some things that can be collected at a local level as infrastructure improves. She acknowledged in hindsight, they could have collected demographic data and done assessments rather than waiting on industry software. She stated they will share demographic findings as this moves forward.

MOTION CARRIED UNANIMOUSLY.

4. <u>Department of Transportation & Roads</u>
   b. Discussion – Department of Transportation and Roads Additional Funding

Materials: Interoffice Memorandum to Mr. William Conklin from Robert H. Peterson, P.E. Director of Engineering and Ingham County Roads on which Additional Funding Could be Used

Comm. Nolan stated the Legislature passed $155M extra for roads statewide and the Governor is expected to sign. She further stated it may not be proportionate of what the County share would normally be. Specifically money will be taken out for cities first then the remainder will be

proportioned throughout the state. She further stated assuming the County would receive that money the question is what roads would be considered and that is answered with the additional information: Ingham County Roads on which Additional Funding Could be Used. Mr. Conklin stated that is correct.

Mr. Conklin informed the Committee that there has been discussion of additional permanent road revenue; therefore, the Department of Transportation and Roads has been working on a wish list based on priorities while being mindful of the Transportation Improvement Plan. He explained that the state found out they had additional obligation authority which is like found money for road projects. The state made an announcement at a CARTS Committee meeting that the money would be available in 2014; however, the projects in the 2014 TIP would be obligated first and before the region could receive any money. Mr. Conklin reviewed current and upcoming road projects indicating their priority then described funding. Mr. Conklin acknowledged the list is part of a larger effort for the Advisory Board to prioritize for additional projects if the County receives permanent additional funding. Mr. Conklin pointed out where there are notes under the comments that project is in the TIP and indicating these are 2014 projects not 2013 projects. The Committee discussed various road projects, priorities, engineering costs, funding and the TIP process. Mr. Conklin stated MDOT is reviewing their process this month and he plans on making a comment regarding the cohesiveness of the process between the state and local units of government.

The Committee agreed that Mr. Conklin will submit a letter to Senator Gretchen Whitmer describing the top three additional funding projects, and carbon copy Mr. Cypher who will distribute the letter to the Committee.

Announcements
None.

Public Comment
None.

The meeting adjourned at approximately 7:39 p.m.

Respectfully submitted,

Julie Buckmaster

JUNE 18, 2013 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY

ACTION ITEMS:
The Assistant Deputy Controller is recommending approval of the following resolutions:

1. Treasurer – Resolution Making Limited Tax Pledge for Ingham County Land Bank Fast Track Authority Series 2007A Note and Series 2009A Note

This resolution authorizes amendments to the Series 2007A Note and the Series 2009A Note to extend the maturity date of the Notes to July 1, 2016. The Board of Commissioners may make a limited tax pledge to support the Notes pursuant to section 24(2) of Public Act 258 of 2003. On June 3, 2013, the Ingham County Land Bank Authority adopted a resolution authorizing these amendments.

2. Department of Transportation and Roads

a. Resolution to Approve the Special and Routine Permits for the Ingham County Department of Transportation and Roads

This resolution approves several special and routine permits for the Ingham County Department of Transportation and Roads. Please see the attachment to the resolution for more details.

b. Resolution Authorizing the Purchase of Three Propane Tanks & One Year of Propane Service for the Department of Transportation & Roads

This resolution authorizes a contract with Avery Oil & Propane for the purchase of three 1,000 gallon propane tanks and to provide propane service at a rate of $1.399/gallon to the Eastern garage for a period of one year.

c. Resolution Authorizing the Extension of a Contract for Gravel Road Dust Control Service for the Department of Transportation & Roads

This resolution extend the current contract with Michigan Mineral Resources, LLC to add services for another year at unit prices quoted in their 2012 response to proposal #1635, at 13 cents/gallon. Michigan Mineral Resources, LLC has agreed in writing to hold its prices for another year with no increase in costs.

d. Resolution to Approve Local Road Agreement with Stockbridge Township for the Ingham County Department of Transportation and Roads

e. Resolution to Approve Local Road Agreement with Bunker Hill Township for the Ingham County Department of Transportation and Roads

f. Resolution to Approve Local Road Agreement with Leslie Township for the Ingham County Department of Transportation and Roads

g. Resolution to Approve Local Road Agreement with Williamstown Township for the Ingham County Department of Transportation and Roads

h. Resolution to Approve Local Road Agreement with Ingham Township for the Ingham County Department of Transportation and Roads

i. Resolution to Approve Local Road Agreement with Leroy Township for the Ingham County Department of Transportation and Roads

j. Resolution to Approve Local Road Agreement with Alaiedon Township for the Ingham County Department of Transportation And Roads

k. Resolution to Approve Local Road Agreement with Lansing Township for the Ingham County Department of Transportation and Roads

l. Resolution to Approve Waterborne Pavement Marking Agreement with City of Williamston for the Ingham County Department of Transportation and Roads

m. *Resolution to Approve Waterborne Pavement Marking Agreement with City of Leslie for the Ingham County Department of Transportation and Roads*

n. *Resolution to Approve Waterborne Pavement Marking Agreement with City of Mason for the Ingham County Department of Transportation and Roads*

o. *Resolution to Approve Waterborne Pavement Marking Agreement with Stockbridge Township for the Ingham County Department of Transportation and Roads*

p. *Resolution to Approve Waterborne Pavement Marking Agreement with Village of Webberville for the Ingham County Department of Transportation and Roads*

q. *Resolution to Approve Local Road Agreement with Wheatfield Township for the Ingham County Department of Transportation and Roads (Resolution to Distributed at Meeting)*

r. *Resolution to Approve Local Road Agreement with Vevay Township for the Ingham County Department of Transportation and Roads (Resolution to Distributed at Meeting)*

s. *Resolution to Approve Local Road Agreement with Aurelius Township for the Ingham County Department of Transportation and Roads (Resolution to Distributed at Meeting)*

The above resolutions authorize entering into local road improvement projects (LRP) agreements and pavement marking agreements with respective townships.

3. *Economic Development - Resolution Approving the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy*

This resolution approves the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy. Tri-County Regional Planning Commission (TCRPC) serves as the administrator for the Michigan Economic Development District (EDD) for the Counties of Ingham, Clinton, and Eaton. This designation is from the United States Department of Commerce Economic Development Administration (EDA). One of the requirements from EDA is for the TCRPC to prepare a Comprehensive Economic Development Strategy (CEDS) every three years. In addition to being approved by the TCRPC Board, it must also be approved by the Board of Commissioners of each County.

4. *Facilities - Resolution Authorizing Entering into a Contract with Perfitt Excavating, Inc. for the Replacement of the Asphalt Parking Lot at the Human Services Building*

The resolution before you authorizes awarding a contract to Perfitt Excavating, Inc. for the replacement of the asphalt parking lot at the Human Services Building, for an amount not to exceed $184,656.68 which includes a base bid of $151,417.68, an alternate of $11,239.30 as well as a $22,000.00 contingency. Funds for this project are available in the CIP budget.

5. *Human Resources*

a. *UAW Local 2256 - Technical, Office, Para-Professional and Service Employees Letter of Understanding – Parking Allowance*

This letter of understanding allows for new hires in the UAW to be eligible for a parking allowance, or a parking allowance waiver. This will make the agreement with the UAW consistent with agreements the County has in place with other bargaining units.

b. *Resolution Authorizing a Re-Organization in the Facilities Department*

This resolution approves the transfer of all responsibilities for buildings and grounds at Potter Park Zoo from the Parks Department to the Facilities Department. The Facilities Director pay grade is increased from a MCF 12 to a MCF 13 as a result.

6. *<u>Fair Office</u>*

a. *Resolution Authorizing Entering into a Contract with Straub Pettitt Yaste to Provide Architectural and Engineering Services for the Tension Fabric Horse Practice Arena at the Ingham County Fairgrounds*

This resolution authorizes a contract with Straub Pettitt Yaste to provide Architectural and Engineering services for a tension fabric horse practice arena at the Ingham County Fairgrounds. The amount of the agreement will not exceed $22,500 and funds are available in the Fair budget.

b. *Resolution Authorizing Entering into a Contract with Superior Electric of Lansing, Inc. for Improvement of Fairground Camping Electrical Service*

This resolution authorizes a contract with Superior Electric to upgrade to 50 amp electrical campground services for the designated campsites at the Ingham County Fairgrounds. The total cost will not exceed $35,500, including a contingency of $2,500. Funds are available in the Fair CIP budget.

c. *Discussion: Fairgrounds Update*

7. *<u>Financial Services</u> - Resolution to Authorize a Retiree Health Care Actuarial Study*

This resolution authorizes a contract with Gabriel Roeder Smith & Company to conduct a retiree health care actuarial valuation. Funds are available in the Employee Benefit Fund to cover the cost of the $19,000 contract. Generally accepted accounting principles require a municipality of our size to have a valuation of the cost of its retiree health care actuarially calculated on at least a bi-annual basis. The last valuation was conducted for the year ended December 31, 2010. A report for the year ended December 31, 2012 is now required.

8. *<u>Management Information Services</u>*

a. *Resolution to Approve Entering into an Agreement with the FD Hayes Electric Company for Data and Voice Wiring Services*

This resolution renews an existing contract for 2-years with the FD Hayes Electric Company for the purpose of on-gong Telecommunications Data and Voice wiring.

b. *Resolution to Authorize Entering into Contract with Gravityworks Design + Development*

This resolution authorizes a contract with Gravity works for all County Web development. The hourly Rate will be $120 per hour. MIS Budget has $10,000 available for website maintenance. This contract would allow MIS to also use Gravity works to design county department webpages and integration as needed to not exceed $20,000 per Fiscal Year without additional Board Approval. Funds would be paid for out of MIS Network budget and department budgets for webpage development. All work will be approved by the County Chief Information Officer prior to work being completed.

c. *Resolution to Approve the Renewal of the MUNIS Software Annual Support Agreement from Tyler Technologies*

This resolution renews Ingham County's annual maintenance agreement with Tyler Technologies for our MUNIS software. The cost of $137,000.46 will be paid from the Equipment/Maintenance Fund.

9. *<u>Farmland and Open Space Preservation Board</u> - 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*

This resolution authorizes a three year contract with MSU RS&GIS, not to exceed $20,000.00 for the purpose of data collection and preparation, geospatial modeling and the development of land use cover maps.

Agenda Item 1

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING LIMITED TAX PLEDGE FOR
INGHAM COUNTY LAND BANK FAST TRACK
AUTHORITY SERIES 2007A NOTE AND SERIES 2009A NOTE

At a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan (the "Board of Commissioners"), held on the 25th day of June, 2013.

PRESENT: _____

_____

ABSENT: _____

The following resolution was offered by _____ and seconded by _____ _____:

WHEREAS, on July 13, 2007, the Ingham County Land Bank Fast Track Authority (the "Authority") delivered its Series 2007A Note (the "2007A Note") in the principal amount of $3,000,000 to National City Bank (now known as PNC Bank, N.A.) (the "Bank") for the purpose of paying the cost of acquiring, developing, improving, using, assembling and disposing of tax-foreclosed and other distressed property, including necessary administrative and operational costs related thereto in accordance with the Land Bank Fast Track Act, Act 258, Public Acts of Michigan, 2003 ("Act 258"); and

WHEREAS, on October 22, 2009, the Authority delivered its Series 2009A Note (the "2009A Note") in the principal amount of $2,000,000 to the Bank for the purpose of paying the cost of acquiring, developing, improving, using, assembling and disposing of tax-foreclosed and other distressed property, including necessary administrative and operational costs related thereto in accordance with Act 258; and

WHEREAS, the Board of Commissioners by resolutions adopted on June 26, 2007, and October 13, 2009, made a full faith and credit limited tax pledge to support the Series 2007A Note and the Series 2009A Note, respectively; and

WHEREAS, on May 3, 2010, the Board of Directors of the Authority adopted a resolution (the “2010 Authority Resolution”) authorizing amendments to the Series 2007A Note and the Series 2009A Note to extend the maturity date thereof to July 1, 2013, and to provide for an increase of .35% per annum in the variable rate thereon; and

WHEREAS, the Board of Commissioners, by resolution adopted June 8, 2010, made a full faith and credit limited tax pledge to support the Series 2007A Note and the Series 2009A Note as so amended; and

WHEREAS, on June 3, 2013, the Board of Directors of the Authority adopted a resolution (together with the 2010 Authority Resolution, the “Amending Resolutions”) authorizing further amendments to the Series 2007A Note and the Series 2009A Note (the Series 2007A Note as so amended and the Series 2009A Note as so amended are referred to herein as the “Notes”) to extend the maturity date of the Notes to July 1, 2016; and

WHEREAS, the Board of Commissioners, by a majority vote, may make a limited tax pledge to support the Notes pursuant to section 24(2) of Act 258.

BE IT RESOLVED by the Board of Commissioners of the County of Ingham, State of Michigan, as follows:

1. The Board of Commissioners hereby makes its full faith and credit limited tax pledge to support the Notes in accordance with the terms of the Authority's resolutions authorizing the issuance of the Series 2007A Note and the Series 2009A Note as amended by the Amending Resolutions. In the event and to the extent that the net revenues of the Authority are not sufficient to pay the principal of and interest on the Notes, such principal and interest are payable as a first budget obligation of the County of Ingham (the "County") from its general funds. The ability of the County to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the County.

2. The Chairperson of the Board of Commissioners, the County Treasurer and the County Clerk are hereby authorized to due all things necessary to effectuate the pledge made by this resolution. The County Clerk is hereby directed to deliver a certified copy of this resolution to the Authority.

3. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: _____

_____

_____

NAYS: _____

ABSENT: _____

A majority of the members of the Board of Commissioners of the County of Ingham having voted therefore, the resolution of the Board of Commissioners was adopted.

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan held on the 25th day of June, 2013, the original of which resolution is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

_____
Clerk
County of Ingham

Agenda Item 2a

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 DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission becomes the Ingham County Department of Transportation and Roads per Resolution #12-123; 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 June 6, 2013 as submitted.

INGHAM COUNTY
DEPARTMENT OF TRANSPORTATION AND ROADS

DATE: June 6, 2013

LIST OF CURRENT PERMITS ISSUED

R/W PERMIT#	R/W APPLICANT /CONTRACTOR	R/W WORK	R/W LOCATION	R/W CITY/TWP.	R/W SECTION
2013-210	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	HAMILTON RD BET ARDMORE AVE & GRAND RIVER AVE	MERIDIAN	21
2013-211	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	CLINTON ST & METHODIST ST	MERIDIAN	21
2013-213	MERIDIAN CHARTER TOWNSHIP	SPECIAL EVENT	KINAWA DR BET OKEMOS RD & DOBIE RD	MERIDIAN	27, 28
2013-214	AT & T	CABLE / UG	EYDE PKWY & HANNAH BLVD	MERIDIAN	19
2013-222	ALAIEDON TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	OKEMOS RD BET I-96 & SANDHILL RD	ALAIEDON	4
2013-223	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	CENTRAL PARK DR BET MARSH RD & OKEMOS RD	MERIDIAN	15
2013-224	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	VARIOUS	MERIDIAN	
2013-228	BARNHART & SON INC	WATERMAIN	CEDAR ST BET WILLOUGHBY RD & DELHI COMMERCE DR	DELHI	15
2013-229	AT & T	CABLE / UG	VARIOUS	DELHI	
2013-230	CONSUMERS ENERGY	GAS	TOLLAND AVE BET WEMPLE AVE & AUDEAN ST	DELHI	15
2013-231	AT & T	CABLE / UG	CEDAR ST BET HOLT RD & EDGAR RD	DELHI	23, 31,35,36
2013-246	AT & T	CABLE / UG	ADELPHA AVE & HOLT RD	DELHI	15
2013-247	ACD.NET	CABLE / UG	LEGACY PKWY BET DUNKEL RD & BELLE CHASE WAY	DELHI	2
2013-248	CONSUMERS ENERGY	GAS	LAKE LANSING RD & WOOD ST	LANSING	3

PERMIT SUPERVISOR: _____ **MANAGING DIRECTOR:** _____

Agenda Item 2b

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: June 6, 2013

SUBJECT: Proposal Summary for the Purchase of Propane Tanks

Project Description:
Proposals were sought from qualified and experienced firms for the purpose of purchasing 3 propane tanks & related services for the Ingham County Department of Transportation & Roads at the Eastern Garage.

Proposal Summary:
Vendors contacted: 3 Local: 3
Vendors responding: 3 Local: 3

Bidder	Local	Cost for (3) 1,000 Gallon Propane Tanks	Cost for Equipment & Installation	Total Cost	Propane Cost Per Gallon	Annual Inspection/Repair Costs
Avery Oil & Propane	Yes, Mason	$4,875 (reconditioned)	$1,037.90 (includes gas check)	$5,912.90	$1.399/gal. until 5/31/14	No charge; $75/hr. plus parts cost for repairs
Swan Fuel Service, Inc.	Yes, Dansville	$6,000 (used)	Existing in place.	$6,000	$1.399/gal. until 7/31/14	No charge for leak check; silent on repair costs
Lansing Ice & Fuel Co.	Yes, Lansing	$6,600 (new ASME)	$1,320	$7,920	$1.408/gal.; silent on duration	$65 per visit; repair costs extra

Recommendation:
The Evaluation Committee recommends entering into a contract with Avery Oil & Propane for the purchase of three 1,000 gallon propane tanks and to provide propane service at a rate of $1.399/gallon to the Eastern garage for a period of one year.

Agenda Item 2b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE PURCHASE OF THREE PROPANE TANKS & ONE YEAR OF PROPANE SERVICE FOR THE DEPARTMENT OF TRANSPORTATION & ROADS

WHEREAS, the Department of Transportation and Roads (Road Department) uses propane to heat its Eastern Garage which currently involves one propane vendor owning the three existing propane storage tanks on the Eastern Garage site, and selling propane to the Road Department at prices that vendor determines at time of propane orders; and

WHEREAS, unless the Road Department owns the Eastern Garage propane tanks, it must purchase propane from the one vendor who owns the tanks; and

WHEREAS, the Road and Purchasing Departments have determined that it would be more advantageous for the Road Department to own the necessary three Eastern Garage propane tanks and thus be able to seek multiple competitive quotes for propane service on a periodic (typically one winter season) basis; and

WHEREAS, quotes for purchasing three propane tanks and supplying propane for the next winter season were solicited and evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to purchase three 1,000 gallon propane tanks from Avery Oil & Propane of Mason, Michigan (Avery) at a cost of $5,912.90, including all necessary related equipment and installation, and to award a propane delivery service contract to Avery for its delivered propane unit price of $1.399/gallon for the next winter season ending 5-31-14.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the quote, and authorizes the purchase of three 1,000 gallon propane tanks from Avery Oil & Propane of Mason, Michigan (Avery) at a cost of $5,912.90, including all necessary related equipment and installation, and to award a propane delivery service contract to Avery for its delivered propane unit price of $1.399/gallon for the next winter season ending 5-31-14.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

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.

Agenda Item 2c

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: June 6, 2013

SUBJECT: Proposal Summary to Extend the Contract with Michigan Mineral Resources, LLC for Additional Services for the Gravel Road Dust Control Operations for the Ingham County Department of Transportation & Roads

Project Description:
Michigan Mineral Resources, LLC has a contract with the Ingham County Department of Transportation & Roads for 28% Calcium Chloride Solution both delivered and applied for the price of 13 cents/gallon for the gravel road dust control operations that was bid out in 2012 per the below fees and approved by Resolution #042-12 by the Board of Ingham County Road Commissioners.

Bidder	**Delivered to Eastern Prices Per Gallon % Calcium Chloride**			**Applied at Any Location 38% Price Per Gallon**		**Option**		
	28%	32%	38%	6000> Gallon Load	<3000 Gallon Load	Mineral well Brine 28% Delivered Price Per Gallon	Mineral Well Brine 28% Solution Applied Price Per Gallon	Magnesium Chloride Price/Gallon
Michigan Mineral Resources LLC (Albion, MI)	0.130	NB	NB	NB	NB	0.130	0.130	NB
Michigan Chloride Sales (St. Louis, MI)	0.160	NB	NB	NB	NB	0.160	0.180	NB
Great Lakes Chloride (Shelbyville,MI)	0.375	0.420	0.413	0.458	0.529	NB	NB	NB
Liquid Calcium Chloride Sales (Kawkawlin, MI)	NB	0.512	0.595	0.635	0.720	NB	NB	NB
MBH Marketing (Webberville, MI)	NB	NB	NB	NB	NB	0.139	0.169	NB

All Prices in dollar/gallon
NB = No Bid

Recommendation:
It is the recommendation of the Evaluation Committee to extend the current contract with Michigan Mineral Resources, LLC to add services for another year at unit prices quoted in their 2012 response to proposal #1635, at 13 cents/gallon. Michigan Mineral Resources, LLC has agreed in writing to hold its prices for another year with no increase in costs.

Agenda Item 2c

AGENDA ITEM #10E – PROPOSAL #1635 – LIQUID CALCIUM CHLORIDE SOLUTION.

William M. Conklin, Managing Director, reviewed bids received for Proposal #1635 for Liquid Calcium Chloride Solution. This material is used for the Road Commission's gravel road dust control operations during good weather. The Road Commission typically purchases 240,000 gallons applied and has 20,000 gallons delivered to the Eastern District garage. Mr. Conklin recommends award to Michigan Mineral Resources, Albion, Michigan, for its low bid price of 13 cents/gallon for 28% calcium chloride solution, both delivered and applied. Michigan Mineral Resources uses mineral well brine and has done an excellent job for the Road Commission since 2007.

RESOLUTION AUTHORIZING AWARD OF PROPOSAL #1635 FOR LIQUID CALCIUM CHLORIDE SOLUTION TO MICHIGAN MINERAL RESOURCES.

RESOLUTION #042-12

Moved by Commissioner Rodgers and Supported by Commissioner Gear. 3 yes, 1 no. Resolution carried.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes award of Proposal #1635 for Liquid Calcium Chloride Solution to Michigan Mineral Resources, Albion, Michigan, for its low bid price of 13 cents/gallon for 28% calcium chloride solution, both delivered and applied.

Agenda Item 2c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE EXTENSION OF A CONTRACT FOR GRAVEL ROAD DUST CONTROL SERVICE FOR THE DEPARTMENT OF TRANSPORTATION & ROADS

WHEREAS, the Department of Transportation and Roads uses a service to provide, deliver and apply approximately 230,000 gallons of calcium chloride solution for dust control each year on the 87 miles of gravel county roads; and

WHEREAS, the Department of Transportation and Roads adopted 2013 budget includes in controllable expenditures funds for this expense; and

WHEREAS, the 2012 low bid vendor, Michigan Mineral Resources of Albion, MI, has offered to extend for 2013 its 2012 unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied; and

WHEREAS, it is the Purchasing Department's recommendation, with the concurrence of Road Department staff, to extend for 2013 Michigan Mineral Resources's 2012 unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes a one-year extension for 2013 of the contract and unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied with Michigan Mineral Resources, Albion, MI.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

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.

Agenda Item 2d – 2k

MEMORANDUM

TO: County Services and Finance Committees

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

DATE: June 22, 2012

RE: 2013 Local Road Program Resolutions

Attached for your review and consideration for approval are several proposed resolutions for entering into local road improvement cost sharing agreements with the respective townships having the subject proposed local road projects.

Michigan Public Act 51 of 1951, Section 12, paragraph 15, (MCL 247.662 (15)) requires that any and all construction on local (as opposed to primary) roads be funded such that any Michigan Transportation Funds (MTF, aka Act 51 funds) used be matched by funds from other sources. Typically the match funds are provided by the townships having the respective local roads. This results in our Local Road Program (LRP), in which we do construction and heavy maintenance on our local county roads.

Typically local road projects are suggested by Road Department staff based on pavement condition ratings, traffic volumes and other criteria. The suggested project list in each township is sent annually in the early spring to each township along with an update of the respective townships' annual match allocation and any residual or carryover balance of prior years' unused allocation(s). Staff representatives meet with each township as the township desires to advise and help select that township's local road project(s) for the year. The township ultimately chooses which project the township wishes to pursue. Some townships have local road committees consisting of a varying mix of interested citizens and township board members who participate in this decision.

The total local road program match amount from the Road Department is determined as part of our annual budgeting process. For 2013 and most recent years this amount is (has been) $534,800.00. The sub-allocation amount for each township is determined by the Act 51 statewide local road funding allocation formula of 65% by local road mileage and 35% by population of each township.

Therefore attached are resolutions for entering into LRP agreements with respective townships for the various 2013 proposed local road improvement projects (see the respective resolutions for details on each project).

Approval of the attached resolutions is recommended.

Agenda Item 2d

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH STOCKBRIDGE TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Stockbridge Township desires that the following improvements be performed on the following roads:

Moechel Road, South County/Township line to Heeney Road, a total distance of approximately 1.5 miles, to include complete paving of one course asphalt at 2 inch total thickness with gravel shoulders and/or asphalt gutter where necessary at an estimated cost of $85,000.00 for contracted work;

Morton Road, Chapman to Henney Roads, a total distance of approximately 0.75 miles, to include repair of failed areas, 200 tons of leveling asphalt where needed and single course chip-seal at an estimated cost of $32,000.00 for materials to be applied by Road Department crews;

Adams Road, Morton Road to Dexter Trail, a total distance of approximately 1 mile, to include repair of failed areas, 250 tons of leveling asphalt where needed and single course chip-seal at an estimated cost of $40,000.00 for materials to be applied by Road Department crews;

Shepper Road, South County/Township line to M-106, a total distance of approximately 2 miles, to include repair of failed areas, leveling asphalt where needed and single course chip-seal at an estimated cost of $60,000.00 for materials to be applied by Road Department crews; and

WHEREAS, 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 to contribute labor where indicated above without additional charge to the Township; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost 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 established in this Agreement, 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 either by Road Department crews or under contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, for 2013, the County on behalf of the Road Department has allocated to Stockbridge Township's local roads, a maximum sum of $22,200.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute $22,200.00 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $44,400.00 (2 times the maximum match available of $22,200.00), and then be split evenly between the parties for any final costs below $44,400.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2e

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH BUNKER HILL TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Bunker Hill Township desires that improvements be performed on Lienhart Road, Catholic Church Road to North Township Line, a distance of approximately 1.6 miles, to include approximately 800 tons of asphalt wedging and pads, and chip-sealing at an estimated cost of $63,200.00 for materials to be applied by Road Department crews; and

WHEREAS, 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 to contribute labor where indicated above without additional charge to the Township; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost 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 established in this Agreement, 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 made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Bunker Hill Township's local roads, a maximum sum of $22,200.00 from the county Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute $22,200.00 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $44,400, and then be split evenly between the parties for any final costs below $44,400.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Bunker Hill 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 agreement that is consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 2f

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LESLIE TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Leslie Township desires that improvements to include single course chip-sealing be performed on the following roads:

Churchill Road, Bellevue to Covert Roads,

Hull Road, Olds to Bellevue Roads,

Olds Road, Hull to Jackson Roads,

a total distance of approximately 4.5 miles, at an estimated cost of $77,400.00; and

WHEREAS, 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

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be split between the parties for any final cost up to $79,111.36 (twice the amount, $39,555.68, the Road Department has allocated to Leslie Townships local roads for 2013) and shall be paid solely by the Township above that amount, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, 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 made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Leslie Township's local roads, a maximum sum of $24,000 plus carryover from 2012 of $15,555.68 for a total available in 2013 of $39,555.68 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute up to $39,555.68 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall be split evenly between the parties for any final costs below $79,111.36.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2g

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH WILLIAMSTOWN TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Williamstown Township desires that improvements be performed on Germany Road, from Meridian Road to one half mile east of Meridian Road, and on Germany Road from 650 feet west of Hart Road to Zimmer Road, a total distance of approximately 1.6 miles, to include Cold In Place Recycling (CIPR) of the existing asphalt pavement and aggregate base in both segments and complete paving of one course asphalt at 2 inch thickness over the CIPR from Meridian Road to one half mile east of Meridian Road, and single course chip-sealing over the CIPR from 650 feet west of Hart Road to Zimmer Road, and to include installation of 8 new driveway culverts and replacement of one cross-culvert at a total estimated cost of $190,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken per a contract to be let and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost 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 established in this Agreement, 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 contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Williamstown Township's local roads, a maximum sum of $30,000.00, plus carryover from 2012 of $13,977.26 for a total available in 2013 of $43,977.26, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $$43,977.26 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above ($87,954.52), the savings shall first accrue to the Township, and then, shall be split evenly between the Township and the Road Department for any final cost amount below $87,954.52.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2h

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH INGHAM TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Ingham Township desires that improvements be performed on Columbia Road from Williamston Road to the east township line (Meech Road), a total distance of approximately 2 miles, to include approximately 340 tons of asphalt wedging and pads, and single course chip-sealing at an estimated total cost of $60,000.00; and

WHEREAS, 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

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost 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 established in this Agreement, 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 made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Ingham Township's local roads, a maximum sum of $22,200.00, plus carry-over from 2012 of $3,919.26, for a total available in 2013 of $26,119.26, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $26,119.26 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township down for any final amount down to $52,238.52 (twice the match amount) and then be split evenly between the parties for any final cost amount below $52,238.52.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2i

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LEROY TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Leroy Township desires that improvements be performed on Sky Way Drive from Grand River Ave (M-43) to Donna Lane, a total distance of approximately 1350 feet, to include approximately 375 tons of asphalt paving at approximately 2 inch, one course thickness, and on Wallace Road, Van Orden Road to M-43, and on Risch Road, from Howell to Dennis Roads, and on Huschke Road from Grammer to Wallace Roads, each to include asphalt leveling and maintenance pads where necessary, which includes approximately 686 tons of asphalt paving total for all three roads, at a total estimated cost for materials on all four projects of $52,200.00; and

WHEREAS, 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 to provide labor on these four projects at no cost to Leroy Township for Road Department labor; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost 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 established in this Agreement, 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 made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Leroy Township's local roads, a maximum sum of $22,200.00, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $22,200.00 toward the cost of said improvement from the County Road Fund and labor on these four projects at no cost to Leroy Township for Road Department labor.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2j

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH ALAIEDON TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Alaiedon Township desires that improvements be performed on Willoughby Road, Hagadorn to Okemos Roads, a total distance of approximately 1.5 miles, to include complete paving of one course asphalt at 2 inch thickness, at a total estimated cost of $140,000.00; and

WHEREAS, 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

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost 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 established in this Agreement, 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 contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Alaiedon Township's local roads, a maximum sum of $30,000.00, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $30,000.00 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above ($60,000), the savings shall first accrue to the Township, and then, shall be split evenly between the Township and the Road Department for any final cost amount below $60,000.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2k

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LANSING TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Lansing Township desires that improvements be performed on the following streets:

Deerfield St, Michigan Avenue to Saginaw St;
Clement St, Michigan Aveneu to Kalamazoo St;

a total distance of approximately 0.75 miles, to include Hot In Place Recycling and complete paving of one course asphalt at 1 inch thickness, with curb and gutter repair and manhole adjustment where necessary at a total estimated cost of $102,000.00; and

WHEREAS, 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

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost 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 established in this Agreement, 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 contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Lansing Township's local roads, a maximum sum of $40,000.00, plus carry-over from 2012 in the amount of $10,349.56, for a total available in 2013 of $50,349.56, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $50,349.56 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than twice the maximum Road Department match amount set forth above ($100,699.12) the savings shall be split evenly between the Township and the Road Department.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

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

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

Agenda Item 2l

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF WILLIAMSTON FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Williamston desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 5.45 miles, to include centerline and edgeline waterborne pavement markings at a cost of $1,301.42 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Williamston to effect the above described pavement markings as provided above.

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

Agenda Item 2m

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF LESLIE FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Leslie desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 6.85 miles, to include centerline and edgeline waterborne pavement markings at a cost of $1,625.50 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Leslie to effect the above described pavement markings as provided above.

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

Agenda Item 2n

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF MASON FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Mason desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 12.69 miles, to include centerline and edgeline waterborne pavement markings at a cost of $3,206.31 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Mason to effect the above described pavement markings as provided above.

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

Agenda Item 2o

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH STOCKBRIDGE TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a township as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective township as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, Stockbridge Township desires that pavement markings be applied on local roads under the jurisdiction of the county, with the approximate length of markings totaling 21.90 miles, to include centerline and edgeline waterborne pavement markings at a cost of $5,651.08 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the township the entire cost of said pavement markings; and

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the township for the full amount of their local road pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stockbridge Township to effect the above described pavement markings as provided above.

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

Agenda Item 2p

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH VILLAGE OF WEBBERVILLE FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, Village of Webberville desires that pavement markings be applied on roads under the jurisdiction of the Village, with the approximate length of markings totaling 3.02 miles, to include centerline and edgeline waterborne pavement markings at a cost of $688.91 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the Village the entire cost of said pavement markings; and

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Village for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Village of Webberville to effect the above described pavement markings as provided above.

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

Agenda Item 3

TO: Ingham County Board of Commissioners – County Services Committee
FROM: Sandra Gower, Economic Development Coordinator
SUBJECT: 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy
DATE: June 6, 2013

Tri-County Regional Planning Commission (TCRPC) serves as the administrator for the Michigan Economic Development District (EDD) for the Counties of Ingham, Clinton, and Eaton. This designation is from the United States Department of Commerce Economic Development Administration (EDA). One of the requirements from EDA is for the TCRPC to prepare a Comprehensive Economic Development Strategy (CEDS) every three years. In addition to being approved by the TCRPC Board, it must also be approved by the Board of Commissioners of each County.

The purpose of the CEDS is to promote economic development and opportunity on a regional basis. The TRPCC facilitated a collaborative process that included several committees of TCRPC, LEAP, LCC, MSU, area chambers of commerce, regional business owners, workforce development, local units of government, economic development officials, and regional citizens. Through this process a Vision, goals and strategies were adopted.

In addition to providing a regional economic development strategy, the CEDS is also used by EDA to determine grant funding eligibility. Potential projects were submitted by local units of government and development officials. These projects were then sorted into the categories that resulted from the goals and strategies. To be eligible for EDA funding a project must be on this list. However, being on this list does not guarantee funding.

http://www.mitcrpc.org/econ.dev/Draft_CEDS_2013-2016_mh.pdf

The link above will take you to the CEDS Document (89 pages).

The resolution before you is to approve the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy as prepared by TCRPC.

Agenda Item 3

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE 2013-2016 MOMENTUM LANSING REGION COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

WHEREAS, the United States Department of Commerce Economic Development Administration (EDA) has designated the Tri-County Regional Planning Commission (TCRPC) as the administrator of the Michigan Economic Development District (EDD) for the Counties of Ingham, Clinton and Eaton; and

WHEREAS, the Tri-County Regional Planning Commission in accordance with the guidelines of the Economic Development Administration has prepared the 2013-2016 Comprehensive Economic Development Strategy, now titled Momentum Lansing Region Comprehensive Economic Development Strategy (CEDS) with an effective date of July 1, 2013 and ending June 30, 2016; and

WHEREAS, the Economic Development Administration requires that the Tri-County Regional Planning Commission prepare a Comprehensive Economic Development Strategy every three years; and

WHEREAS, the Ingham County Board of Commissioners has had the opportunity to review the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy that will benefit communities and businesses in the County and throughout the Tri-County Region by providing strategies for regional economic growth and success.

BE IT FURTHER RESOLVED, that the 2013-2016 Momentum Lansing Region Comprehensive Economic Development Strategy meets the guidelines established by the United States Department of Commerce Economic Development Administration therefore providing regional eligibility to apply for Economic Development Administration grant funding on projects meeting Economic Development Administration investment priorities.

Agenda Item 4

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: June 5, 2013

SUBJECT: Resolution Authorizing Entering Into a Contract with Perfitt Excavating Inc. for the Replacement of the Asphalt Parking Lot at the Human Services Building

The resolution before you authorizes awarding a contract to Perfitt Excavating, Inc. for the replacement of the asphalt parking lot at the Human Services Building, for an amount not to exceed $184,656.68 which includes a base bid of $151,417.68, an alternate of $11,239.30 as well as a $22,000.00 contingency. The parking lot has deteriorated to the extent that it is beyond repair, and needs to be replaced.

Perfitt Excavating, Inc. submitted the lowest responsive and responsible bid and is a local company that comes highly recommended. They were chosen, after going through a competitive bidding process, and have the recommendation of both the Purchasing and Facilities Departments. Their bid did not exceed $100,000.00 in direct labor costs therefore a Project Labor Agreement (PLA) is not required. We are confident that Perfitt Excavating, Inc. will provide us with the quality of service we need to complete this project successfully.

The funds for this project are available in the approved CIP line Item 631-23304-931000-2FC16 which has a balance of $232,700.00.

I recommend approval of this resolution.

Agenda Item 4

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: June 6, 2013

SUBJECT: Proposal Summary for the HSB Asphalt Parking Lot Replacement

Project Description:
Bids were sought from experienced and qualified asphalt contractors for the purpose of replacing the asphalt parking lot at the Human Services Building located at 5303 S. Cedar St., Lansing, Michigan.

Bid Summary:
Vendors contacted:16 Local: 8
Vendors responding: 4 Local: 2

Company Name	**Base Bid**	**Alt 1**	**Local**
Perfitt Excavating, Inc	$151,417.68	$11,239.30	Yes - Dansville
Rieth-Riley Construction Co., Inc	$153,619.74	$12,780.00	Yes - Mason
Superior Asphalt, Inc (Lansing Asphalt)	$165,000.00	$11,715.00	No - Grand Rapids
Mike & Son Asphalt Inc	$182,028.00	$17,040.00	No - Bath

A total of 7 vendors attended the mandatory pre-proposal meeting.

Local vendor not responding:
Hayhoe Asphalt Paving LLC, Mason – No bid submitted due to insurance requirements.

Recommendation:
The Evaluation Committee recommends awarding a contract to Perfitt Excavating, Inc in an amount not to exceed $184,656.98 which is reflective of the payment of prevailing wages and a $22,000 contingency for any unforeseen issues that may arise during the project. In addition to submitting the lowest responsive and responsible proposal, Perfitt Excavating, Inc is a registered local vendor, bonded, insured, and has previous experience working with the County.

Advertisement:
The RFP was advertised in the City Pulse, El Central, various construction plan houses, and posted on the Purchasing Department Web Page.

Agenda Item 4

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH PERFITT EXCAVATING, INC. FOR THE REPLACEMENT OF THE ASPHALT PARKING LOT AT THE HUMAN SERVICES BUILDING

WHEREAS, the parking lot at the Human Services Building has deteriorated over time to the extent that it is beyond repair and is need of replacement; and

WHEREAS, after careful review of the bids, the Purchasing and Facilities Departments both agree that a contract be awarded to Perfitt Excavating, Inc. who submitted the lowest responsive and responsible bid for the replacement of the asphalt parking lot at the Human Services Building; and

WHEREAS, the bid submitted by Perfitt Excavating, Inc. did not exceed $100,000.00 in direct labor costs therefore a Project Labor Agreement (PLA) is not required; and

WHEREAS, the cost for this project will be $151,417.68 plus an alternate of $11,239.30; and

WHEREAS, the Facilities Department is asking for a $22,000 contingency for any unforeseen circumstances that may arise bringing the total to a not to exceed cost of $184,656.68; and

WHEREAS, funds for this project are available in the approved CIP Line Item 631-23304-931000-2FC16 which has a balance of $232,700.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Perfitt Excavating, Inc., 1957 Seven Gables Road, Dansville, MI 48819 for the replacement of the asphalt parking lot at the Human Services Building for a total not to exceed cost of $184,656.68.

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

Agenda Item 5a

June 10, 2013

To: County Services and Finance Committees

From: Travis Parsons

Subject: UAW Local 2256 - Technical, Office, Para-Professional and Service Employees Letter of Understanding – Parking Allowance

On Tuesday, February 26, 2013, the Board of Commissioners approved the collective bargaining agreement with the UAW Local 2256 – TOPS unit. Contained in the contract that expired on December 31, 2011 and moving into the current successor agreement is the language regarding the eligibility for parking allowance or parking allowance waiver payments for new hires after 12/31/2011. The current language in Article 29, Section 1, subsection D states new hires are not eligible for the parking allowance on 12/31/2011 or upon implementation by the ICEA County and Court Professional bargaining units and the OPEIU Circuit Court/Family Division Professional Employees. Subsequently successor agreements were reached with the other units that did not include the parking allowance provision for new hires.

This provision was discussed with the Controller/Administrator and Ms. Lannoye was in favor of proposing the change and seeking resolution through a Letter of Understanding with the UAW – TOPS unit.

Recognizing the inconsistency in the application of this provision, the employer offers the attached Letter of Understanding, which provides a hiatus for the new hires for the duration of the contract and allows the parties to revisit the issue during the next collective bargaining process.

The UAW has reviewed the proposal and it is acceptable to the unit.

Agenda Item 5a

6/10/2013

LETTER OF UNDERSTANDING

Parking Allowance

WHEREAS, the County of Ingham (hereinafter the "Employer") and the United Automobile Workers (hereinafter the "Union") are parties to a collective bargaining agreement; and

WHEREAS, the parties agree to change the language concerning parking allowance.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. Article 29, Travel Allowance, Section 1, Parking Allowance, subsection D shall be amended to read:

> D. Newly hired employees shall not be eligible for parking allowance or the parking allowance waiver payments. This Subsection shall apply to employees hired on or after 12/31/2011 or upon implementation by the ICEA County and Court Professional bargaining units, the OPEIU Family and Probate bargaining units, and the non-union managerial and confidential employees, whichever occurs first. However, this shall not go into effect for such persons until 12/31/2014. Such employees shall receive effective within 30 days after execution of this Letter of Understanding, prospectively only, the parking allowance.

2. This Letter of Understanding shall modify the parties' labor contract only to the extent expressly provided herein.

3. All other terms of the parties' labor contract not in conflict with this Agreement shall continue in full force and effect.

COUNTY OF INGHAM	**UNITED AUTO WORKERS**
_____	_____
Deb Nolan, Chairperson Chairperson Board of Commissioners	Charles L. Gray, Bargaining
_____	_____
Barb Byrum, County Clerk	Scott Dedic, International Representative

_____
Honorable R. George Economy
Chief Probate Judge

_____
Honorable Janelle A. Lawless
Chief Circuit Judge

_____
Honorable Thomas P. Boyd
Chief District Judge, 55th District

_____
Stuart J. Dunnings, III, Prosecutor

_____
Curtis Hertel Jr., Register of Deeds

_____
Eric Schertzing, Treasurer

_____
Patrick E. Lindemann, Drain Commissioner

_____
Gene L. Wriggelsworth, Sheriff

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Agenda Item 5b

MEMORANDUM

DATE: 6/12/2013

TO: County Services and Finance Committee

FROM: Travis Parsons

SUBJECT: Facilities Department Re-Organization
(Residual from Potter Park Zoo 2011 and 2012 Re-Organizations)

Background

Over the past year and a half, Potter Park Zoo has been reorganized via resolutions 11-346, 12-004 and 12-304. These resolutions resulted in temporary changes to the responsibilities and reporting structures of both the Facilities and Parks Departments. The temporary changes have been successful and it is desired to make them permanent. As such, this proposal is considered a residual reorganization as a result of restructuring at Potter Park Zoo.

Recommendation

Responsibility for the maintenance of all Zoo buildings and grounds has been permanently transferred from the Parks Department to the Facilities Department. These duties are similar in nature to the duties already reflected in the Facilities Director job description. However, the newly transferred duties do increase the Facilities Director's supervisory and financial responsibilities sufficiently enough to increase the pay grade from an MCF 12 to an MCF 13. No changes are necessary to the Facilities Director job description.

Due to this residual reorganization, Facilities Manager position #233003 has absorbed more staff. The position's Job Points Evaluation score for supervisory responsibility should be increased. While this results in an increase to the position's total score, it is not sufficient to reach the next salary level. The position should remain at an MCF 10. No changes are necessary to the job description for Facility Manager position #233033.

Agenda Item 5b

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A RE-ORGANIZATION IN THE FACILITIES DEPARTMENT

WHEREAS, the Board of Commissioners authorized a reorganization in the reporting relationships at the Potter Park Zoo and the Parks Department via resolutions 11-346, 12-004, and 12-304; and

WHEREAS, the aforementioned resolutions resulted in temporary and permanent changes to the responsibilities and reporting structures of the Facilities Department; and

WHEREAS, responsibility for the maintenance of all Zoo buildings and grounds has been permanently transferred to the Facilities Director; and

WHEREAS, the Human Resources Department has evaluated the position and has determined that the Facilities Director pay grade should be increased from a MCF 12 to a MCF 13.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the reorganization and approves the transfer of all responsibilities for buildings and grounds from the Parks Department to the Facilities Department.

BE IT FURTHER RESOLVED, that Facilities Director pay grade shall be increased from a MCF 12 to a MCF 13.

BE IT FURTHER RESOLVED, the effective date of change will be the pay period beginning June 15, 2013.

Agenda Item 6a

Memorandum

To: County Services & Finance Committees

From: Sandra Dargatz, Manager, Ingham County Fair

Date: June 6, 2013

RE: Authorization to Enter into a Contract with Straub Pettitt Yaste to provide Architectural and Engineering services for a tension fabric horse practice arena at the Ingham County Fairgrounds.

The Ingham County Fairgrounds hosts over 30 horse shows annually, which is 1/3 of the annual revenue base. Currently, covered practice/warm up space does not exist on the Fairgrounds and for over the past 5 or more years, the horse show organizations and organizers have requested formal covered practice/warm up space on the Fairgrounds.

The constructions of a covered practice/warm up arena on the Fairgrounds would in turn expand the revenue stream associated with increased show bookings, and would in fact attract larger, more regional/national horse clubs and shows to choose the Ingham County Fairgrounds to host their shows and championships.

The funds for this project have been budgeted and approved in the 2013 Capital Budget for $120,000.00, account 561-76900-974000.

After careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Straub Pettitt Yaste, who submitted a bid demonstrating compliance with the prevailing wage policy and have tremendous experience with designing tension fabric structures and horse arenas. Bid total not to exceed $22,500.

In order to ensure the completion of construction prior to the startup of the 2014 horse show season in April 2014, the construction phase would be October 2013 through November 2013.

Sincerely,

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

Agenda Item 6a

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

SUBJECT: Proposal Summary for Architectural & Engineering Services for a Tension Fabric Building for the Ingham County Fairgrounds

Project Description:
Proposals were sought from qualified and experienced professional architectural and engineering firms to secure design services for a tension fabric style building for the Ingham County Fairgrounds. The awarded proposer shall provide architectural & engineering services to complete the construction of a tension fabric style building estimated to be 75'W x 144'L. The building will be used primarily as a horse practice arena and animal facility. Included in the building would be lighting, ventilation, doors and end walls, adequate foundation, electrical service as well appropriate grading/storm water run-off requirements.

Requested services include, but are not limited to, design services, cost estimating, bidding and contracting services, construction administration, project inspection services including periodic progress reviews, review and recommendation of contractor pay requests, review and recommendation of change order requests, ensuring contract compliance, and other associated services.

Proposal Summary:
Vendors contacted: 70 Local: 19
Vendors responding: 2 Local: 1

Company Name	Phase I	Phase II	Total	Local
Straub Pettitt Yaste, PC	$8,000	$14,500	$22,500	No - Clawson
Roger L. Donaldson, AIA P.L.C.	$6,750	$6,650	$13,400	Yes - Holt

Local vendors not responding:
K L Design Group, LLC, East Lansing –No bid submitted due to scheduling conflicts.
DLZ Michigan, Inc, Lansing – No bid submitted due to their work load.
Fishbeck Thompson Carr & Huber, Lansing – No bid submitted, no reason provided.

Other vendors not responding:
Wigen Tincknell Meyer & Associates Architects & Planners, Saginaw – No bid submitted as they have not designed any tension fabric buildings and feel they would not qualify for the work.
Mayotte Group Architects, Lansing (Eaton County) – No bid submitted since in their evaluation they don't feel like the chances are worth the time and financial investment at this time based on the number of firms contacted.

Recommendation:
The Evaluation Committee recommends awarding a contract to Straub Pettitt Yaste, PC in an amount not to exceed $22,500. In addition to submitting a responsive bid, Straub Pettitt Yaste, PC has been in business since 1959, is a registered State of Michigan vendor, licensed, and insured. Straub Pettitt Yaste, PC specializes in these types of projects and has previous experience with these types of buildings. The Evaluation Committee is confident Straub Pettitt Yaste, PC will provide the best value on the project.

Advertisement:
The RFP was advertised in the City Pulse, numerous construction plan houses, and posted on the Purchasing Department Web Page.

Agenda Item 6a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH STRAUB PETTITT YASTE TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE TENSION FABRIC HORSE PRACTICE ARENA AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the Ingham County Fairgrounds hosts over 30 horse shows annually, and currently there is not a covered practice arena available on the Fairgrounds; and

WHEREAS, the various horse show organizations and organizers have requested indoor practice/warm up space, and the Fairgrounds will in turn expand the revenue stream associated with increased show bookings as a result of the construction of the tension fabric horse practice arena; and

WHEREAS, the funds for this project have been budgeted and approved in the 2013 Capital Budget for $120,000.00, account 561-76900-974000; and

WHEREAS, after careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Straub Pettitt Yaste, who submitted a bid demonstrating compliance with the prevailing wage policy and have tremendous experience with designing tension fabric structures and horse arenas. Bid total not to exceed $22,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Straub Pettitt Yaste, 850 North Crooks, Ste. 200, Clawson, Michigan 48017-1311, to provide architectural and engineering services for the tension fabric structure horse practice arena. Bid total not to exceed $22,500.00.

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

Agenda Item 6b

Memorandum

To: County Services & Finance Committees

From: Sandra Dargatz, Manager, Ingham County Fair

Date: June 5, 2013

RE: Authorization to Enter into a Contract with Superior Electrical of Lansing, Inc. for Improvement of Fairground Camping Electrical Service

The current 30 amp electrical services available in campsites 1–14 are substandard for supporting the needs of customers camping on the Fairgrounds, and campsites 15-17 are being added adjacent to the A Barn to increase camping capacity on the north-end of the Fairgrounds, and

Pursuant to Resolution #13-072 to accept $9,000.00 in matching capital improvement funds from the Michigan Department of Agriculture and Rural Development and budgeted matching funds in the 2013 Capital Budget for $9,000.00 and additional 2013 Capital funds of $17,500.00; account number 561-76900-931000.

The Purchasing and Facilities Departments both concur that a contract be awarded to Superior Electric of Lansing, Inc., who submitted a bid for electrical contractor services at a total not to exceed $35,500, including a contingency of $2,500.00.

The construction phase would be July 15, 2013, through August 31, 2013, to provide electrical contractor services to upgrade to 50 amp electrical campground services for the designated campsites at the Ingham County Fairgrounds.

Sincerely,

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

Agenda Item 6b

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

SUBJECT: Proposal Summary for Ingham County Fairgrounds Campsite Improvements

Project Description:
Proposals were sought from experienced and qualified electrical contractors for the Ingham County Fairgrounds Campsite Improvements Project. The scope of work includes, but is not limited to, upgrading electrical pedestals for existing campsites at the Ingham County Fairgrounds, including new conduit, wire and pedestals to provide improved power at the campsites.

Proposal Summary:
Vendors contacted: 23 Local: 10
Vendors responding: 4 Local: 0

13 vendors were at the mandatory pre-proposal meeting.

Company Name	Base Bid	Local
Superior Electric of Lansing Inc.	$33,000	No - Lansing (Clinton County)
Michigan State Electric, LLC	$40,850	No - Charlotte
Diversified Power, Inc.	$44,000	No - Port Huron
R. Bruton Electric LLC	$44,690	No - Parma

Local Vendor Not Responding:
Alternative Electric, Lansing – bid not accepted because past deadline.

Recommendation:
It is the recommendation of the Evaluation Committee to award a contract to Superior Electric of Lansing Inc. in an amount not to exceed $35,500 which is reflective of the payment of prevailing wages and a $2,500 contingency for any unforeseen issues that may arise during the project. Superior Electric of Lansing Inc. submitted the lowest responsive and responsible bid, and has the experience and references required for this project.

Advertisement:
The RFP was advertised in the City Pulse, El Central, various construction plan houses, and posted on the Purchasing Department Web Page.

Agenda Item 6b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH SUPERIOR ELECTRIC OF LANSING, INC. FOR IMPROVEMENT OF FAIRGROUND CAMPING ELECTRICAL SERVICE

WHEREAS, the current 30 amp electrical services available in campsites 1–14 are substandard for supporting the needs of customers camping on the Fairgrounds, and campsites 15-17 are being added adjacent to the A Barn to increase camping capacity on the north-end of the Fairgrounds; and

WHEREAS, pursuant to Resolution #13-072 to accept $9,000.00 in matching capital improvement funds from the Michigan Department of Agriculture and Rural Development and budgeted matching funds in the 2013 Capital Budget for $9,000.00 and additional 2013 Capital funds of $17,500.00; account number 561-76900-931000; and

WHEREAS, after careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Superior Electric of Lansing, Inc., who submitted a bid for electrical contractor services at a total not to exceed $35,500, including a contingency of $2,500.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Superior Electric of Lansing, Inc., 212 West Sheridan Rd., Lansing, MI 48906, in an amount not to exceed $35,500.00 for the time period of July 15, 2013 through projection completion in August 31, 2013, to provide electrical contractor services to upgrade to 50 amp electrical campground services at the Ingham County Fairgrounds.

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

Agenda Item 7

INGHAM COUNTY
Financial Services Department Jill Rhode, Director
P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: Ingham County Board of Commissioners

FROM: Jill Rhode, Director of Financial Services

DATE: May 28, 2013

RE: Gabriel Roeder Smith & Company – Retiree Health Care Actuarial Valuation

Generally accepted accounting principles require a municipality of our size to have a valuation of the cost of its retiree health care actuarially calculated on at least a bi-annual basis. The last valuation was conducted for the year ended December 31, 2010. A report for the year ended December 31, 2012 is now required.

Gabriel Roeder Smith and Company was selected since they have conducted our calculation in the past. They are familiar with our employee groups, our benefit levels and our financial reporting. With the addition of the Road and 911 employees, this year's calculation will be difficult and I do not recommend we make a change at this time.

The cost for the evaluation is $19,000 which appears very reasonable based upon all the changes which have occurred since 2012. The cost for the report will be charged to the Employee Benefit Fund.

Please let me know if you have any questions.

Agenda Item 7

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RETIREE HEALTH CARE ACTUARIAL STUDY

WHEREAS, Ingham County currently uses Gabriel Roeder Smith and Company to conduct its actuarial reporting; and

WHEREAS, generally accepted accounting principles require that an actuarial valuation of retiree health care be prepared at least bi-annually; and

WHEREAS, the last actuarial report was issued for the year ended December 31, 2010; and

WHEREAS, Gabriel Roeder Smith and Company, One Town Square, Suite 800, Southfield, MI. 48076-3723 has agreed to conduct this valuation for the year ended December 31, 2012 at a cost of $19,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract with Gabriel Roeder Smith and Company to conduct this bi-annual retiree health care valuation: and

BE IT FURTHER RESOLVED, the total cost of $19,000 will be paid from the Employee Benefit Fund.

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.

Agenda Item 8a

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: June 5th, 2013

Re: Re-new/Extend FD Hayes

Dear Commissioners,

Ingham County has been utilizing FD-Hayes for all county wiring projects since January 2010. The contract approved on the 9th Day of February 2010 under resolution # 09-415 was for three years with an option to renew for two (2) additional years.

We are asking to renew the contract for the additional 2 years, FD Hayes has no changes to the contract and Ingham County MIS has been very pleased with the workmanship completed by FD Hayes. FD has extensive knowledge of Ingham County facilities and has completed several projects as requested during the past three years of the contract.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org.

Agenda Item 8a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE ENTERING INTO AN AGREEMENT WITH THE FD HAYES ELECTRIC COMPANY FOR DATA AND VOICE WIRING SERVICES

WHEREAS, Ingham County has a need for on-going Telecommunications Data and Voice wiring; and

WHEREAS, Management Information Services (MIS) in conjunction with Purchasing sought proposals in 2009; and

WHEREAS, the Board of Commissioners approved resolution #09-415 at the December 8, 2009 Board of Commissioners meeting; and

WHEREAS, the length of the contract was for a period of 3-years with the option to renew for an additional 2 years; and

WHEREAS, the pricing is based on a fixed hourly rate for labor and fixed rate for materials; and

WHEREAS, MIS would like to excise the option to renew this contract for an additional 2 years.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes renewing the existing contract for 2-years with the FD Hayes Electric Company for the purpose of on-gong Telecommunications Data and Voice wiring.

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 necessary to renew the contract.

Agenda Item 8b

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: May 21st, 2013

Re: Ingham County Website Design, Development, and Maintenance

Dear Commissioners,

Management Information Systems (MIS) has reached out to various vendors to help with updating the county website with software upgrades, Website design and development. Various vendors have provided pricing on a per hour basis ranging from $110 - $150 per hour for web development. In doing research on various vendors and utilizing the %10 local preference MIS has determined GRAVITYWORKS Design + Development is the recommended vendor for website design and development. MIS would prefer to stay with one vendor to perform all of the county website updates to reduce/eliminate multiple vendor conflicts when work on the county wide web site.

GRAVITYWORKS designs various websites such as Lansing Housing Commission, Michigan Association of Municipal Clerks, MIRS, and MHSAA. The Attached resolution is for Ingham County Management Information Systems to enter into a contract with Gravity works for all County Web development. The hourly Rate will be $120 per hour. MIS Budget has $10,000 available for website maintenance. This contract would allow MIS to also use Gravity works to design county department webpages and integration as needed to not exceed $20,000 per Fiscal Year without additional Board Approval. Funds would be paid for out of MIS Network budget and department budgets for webpage development. All work will be approved by the County Chief Information Officer prior to work being completed.

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

Agenda Item 8b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ENTERING INTO CONTRACT WITH GRAVITYWORKS DESIGN + DEVELOPMENT

WHEREAS, the Department of Management Information Systems recommends GRAVITYWORKS for all county website development; and

WHEREAS, the Management Information Systems would prefer one vendor to provide website development for the county; and

WHEREAS, GRAVITYWORKS is a local Ingham County vendor; and

WHEREAS, the cost per hour for website development, Design, and System Maintenance is $120 Per Hour; and

WHEREAS, the yearly expenditures for Website Development, Design, and Maintenance will not exceed $20,000; and

WHEREAS, fund for website Maintenance will be paid out of the MIS Networking Budget and department/agency webpage development will be paid out of their respective budgets; and

WHEREAS, the Chief Information Officer recommends entering into a contract with GRAVITYWORKS for all website development.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes Management Information Services to enter into a contract with GRAVITYWORKS at an hourly rate of $120 per hour not to exceed a total of $20,000

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.

Agenda Item 8c

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: June 5th, 2013

Re: Ingham County Enterprise Backup Strategy

Dear Commissioners,

The Munis application has been utilized for years in Ingham County for Finance, Budgeting, Human Resources and Purchasing operations. In order to maintain the application, receive support, and receive needed software updates an annual maintenance agreement is required and has been purchased every year since Ingham County has owned the application. Last year's total maintenance cost was $135,314.13 and this year's cost proposed by Tyler Technologies is $137,000.46, or a 1.23% increase.

I recommend Ingham County continue to maintain service on the Munis software and enter into an agreement with Tyler Technologies.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org

Agenda Item 8c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE MUNIS SOFTWARE ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES

WHEREAS, Ingham County currently utilize Tyler Technologies Munis Software as our county-wide Financial, Budget, Human Resource, and Purchasing application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling $137,000.46 for annual support is due for the 2013/2014 time period; and

WHEREAS, the annual contract amount proposed by Tyler is a 1.23% increase from the prior year; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves a contract with Tyler Technologies for annual support for the County's Munis Software System.

BE IT FURTHER RESOLVED, the total cost of $137,000.46 will be paid from the Equipment/Maintenance Fund (636-95800-932020).

BE IT FURTHER RESOLVED, that the Controller 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.

Agenda Item 9

MEMO

To: County Services and Finance Committee
Date: June 6, 2013
From: Stacy Byers, Director FOSP Board
RE: 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

The Ingham County Farmland Preservation Board wishes to contract with MSU RS&GIS in the Geography Department for mapping services. The FOSP Board and the County Board of Commissioners annually approves the selection criteria for ranking applications received by the FOSP Program. The purpose of the selection criteria is to prioritize properties for protection through the purchase of a conservation easement.

Many variables are used to develop this comprehensive document. The Selection Criteria consists of four categories, Agricultural Characteristics, Development Pressure, Additional Ag Protection Efforts and Other Criteria. These categories each have variables that require data for application to the selection criteria. The end product is a qualitative score that is used to objectively rank and prioritize properties for protection.

These data sets are not easily discovered or user friendly. Although most data sets are available, they are not always in a usable format or there is a significant amount of interpretation that must occur before the information is relevant to the selection criteria, leaving room for error. MSU RS&GIS has access to these required data sets and the expertise and resources to interpret them into a usable format for the FOSP Board use.

MSU RS&GIS will reduce the opportunity for subjectivity to arise in the ranking and streamline the process to allow for better use of available data sets and technology.

Agenda Item 9

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

SUBJECT: Proposal Summary for a GIS Contractor for the Farmland and Open Space Preservation Board

Project Description:
The Farmland and Open Space Preservation Board is charged with Scoring and Ranking landowner applications based on criteria developed by the FOSP Board and approved by the BOC on an annual basis. The scoring criteria is an objective method for prioritizing applications based on specific characteristics such as size, soil, proximity to services etc. Much of the scoring criteria is based on data that must be developed and analyzed. The Ingham County FOSP Board sought a contractor to find/develop data pertinent to the selection criteria and to develop a system for prioritizing applications based on that data using Geospatial data or GIS. The contractor will report back to the FOSP a "score" after analyzing the data and farm characteristics, which the FOSP Board will use to rank the applications. Furthermore, the awarded contractor will create objective, repeatable and accurate GIS methods that will quickly sort through considerable amounts of geospatial data and score parcels according to the approved selection criteria and staff.

Proposal Summary:

Remote Sensing & GIS Research and Outreach Services (East Lansing)	
Data Preparation	$3,360
Criteria Adjustment	$1,230
Geospatial Model Development, Adjustment and Implementation	$8,060
Metadata and Summary Report	$1,790
Digital Map Creation	$770
Additional: Land Cover Mapping (Total cost based on area of interest)	$70/square mile
Total Estimated Cost, minus Land Cover Mapping	$15,210

The Purchasing Department was unable to locate another firm interested in bidding on this project.

Recommendation:
The Evaluation Committee recommends awarding a contract to Remote Sensing & GIS Research and Outreach Services at unit prices quoted in its November 6, 2012 response.

Agenda Item 9

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinance authorized the establishment of the Ingham County Farmland and Open Space Preservation Board to oversee the Farmland Preservation Program; and

WHEREAS, the voters of Ingham County approved a millage for Farmland and Open Space Preservation in August 2008; and

WHEREAS, the Selection Criteria approved for ranking applications to the FOSP Program, requires numerous data sets, such as soils, parcel size, geographic location, proximity to other protected properties, to calculate an objective score; and

WHEREAS, the Purchasing Department sought proposals from experienced GIS Contractors, and after review and evaluation, the Evaluation Team is recommending that a contract be awarded to Michigan State University Remote Sensing and Geographical Information Systems (MSU RS&GIS), who were determined to be the most qualified candidates; and

WHEREAS, the cost of this service is estimated at approximately $20,000.00 and the FOSP Board has funding available to cover this expense.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a three year contract effective upon approval of this resolution, with MSU RS&GIS, not to exceed $20,000.00 for the purpose of data collection and preparation, geospatial modeling and the development of land use cover maps.

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

AGENDA ITEM # 10

OFFICE OF MAYOR VIRG BERNERO
124 W. MICHIGAN AVENUE – NINTH FLOOR
LANSING, MI 48933

June 10, 2013

Mr. John Neilsen, Deputy Controller
Ingham County Controller's Office
Ingham County Courthouse
P.O. Box 319, Mason, MI 48854

Dear Mr. Neilsen:

I am writing to provide you notice that the City of Lansing Parks and Recreation Department is not seeking to renew the License Agreement between the City and Ingham County for the property located at 5801 Aurelius Road, Lansing, Michigan 48911, also known as The Kenneth A. Hope Soccer Complex. This agreement was entered into on July 27, 1998. The expiration of this agreement is mutually agreed upon between the City and Ingham County, effective July 27, 2013.

The City would like to meet with representatives from Ingham County to discuss the details of the transition of this property back to the City. This discussion will include administration policies, maintenance information, current rental agreements and schedules and any present or future plans for the facility.

The City of Lansing has benefited from this and other agreements with Ingham County, and we look forward to continuing our successful partnership.

If you have any questions in this regard please do not hesitate to contact me.

Sincerely,

Virg Bernero
Mayor of Lansing

Cc: Willis Bennett, Director, Ingham County Parks
Chad Gamble, Chief Operating Officer, City of Lansing
Brett Kaschinske, Director, Lansing Parks and Recreation