

CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
DIANNE HOLMAN, CHAIR
PENELOPE TSERNOGLOU
BRYAN CRENSHAW
DEB NOLAN
CAROL KOENIG
VICTOR CELENTINO
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, AUGUST 19, 2014 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [July 15, 2014](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Drain Commissioner - Resolution Providing Additional Funding for the Revolving Drain Fund ([Fund 802](#))
2. Equalization Department - Resolution to Appoint Anthony Bumstead, David Clifford, Ronald Enger, Gilbert Barish, David Van Denberghe, David Lohr, Brian Reynolds and Greg Vaughn as Peer Review [Group Members](#) for the 2014 Ingham County Remonumentation Project
3. Health Department - Resolution to Authorize an Amendment to Resolution #14-270 and Establish Two [Community Health Worker](#) Positions
4. Innovation and Technology Department
 - a. Discussion Item - IT Updates & New Job Descriptions for ICEA Programmer Specialist Moving to Business Analyst Position
 - b. Resolution to Approve the Purchase of Additional [San Storage](#) of the DR SAN
5. Human Resources Department - Resolution Certifying [Representatives](#) for the MERS Annual Meeting
6. Facilities Department
 - a. Resolution Awarding a Contract to [Rieth-Riley Construction](#) to Provide Asphalt Parking Lot Replacement at the Ingham County Sheriff's Office
 - b. Resolution Authorizing a Lease Agreement with [Capitol Walk Parking](#) for the Use of 98 Parking Spaces by Employees of the Veteran's Memorial Courthouse and Grady Porter Building
 - c. Resolution Authorizing a Contract with [Bornor Restoration Inc.](#) for Big Cat Holding Cell Repairs at the Potter Park Zoo

7. Road Department
 - a. Resolution Approving the Submittal of the Ingham County Road Advisory Board's Project Level [Recommendations](#) to the Tri-County Regional Planning Commission for the 2014 Long Range Transportation Plan Update
 - b. Resolution Authorizing the Purchase of the 2014/2015 Seasonal Requirement of [Liquid De-Icer](#) for the Ingham County Road Department
 - c. Resolution Authorizing the Purchase of [Propane](#) Used for Heating at the Eastern District of the Ingham County Road Department
 - d. Resolution Authorizing a Revised Subcontract with Michigan State University for Michigan Department of Environmental Quality Grant Funded Use of Crumb Rubber Modified [Asphalt Paving Mixture](#) for the Road Department
 - e. Resolution to Approve the Special and Routine [Permits](#) for the Ingham County Road Department

8. Controller's Office
 - a. Discussion Regarding Health Insurance Update
 - b. Discussion Regarding Use of County Seal

9. Board of Commissioners - Resolution Honoring the [Lansing for Cesar E. Chavez Committee](#)

Announcements
Public Comment
Adjournment

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

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

COUNTY SERVICES COMMITTEE

July 15, 2014

Draft - Minutes

Members Present: Dianne Holman, Penelope Tsernoglou, Victor Celentino, Bryan Crenshaw, Carol Koenig, and Randy Maiville.

Members Absent: None.

Others Present: Comm. Kara Hope, Tim Dolehanty, Travis Parsons, Willis Bennett, William Conklin, Barb Mastin, Debbie Edokpolo, Brian Collins, Michelle Rutkowski, Becky Bennett, Sally Auer, Missy Challis, Desiree Cook, Desiree Kirkland, Ryan Buck, and others.

The meeting was called to order by Chairperson Holman at 6:10 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the June 17, 2014 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE JUNE 17, 2014 MEETING AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

None.

Late –

1b. County Treasurer - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Properties

9c. County Services Committee - Resolution Honoring Lucas Klaver

Limited Public Comment

Sally Auer, UAW Employees for Ingham County Chairperson, stated that she apologizes to Travis Parsons and Michelle Rutkowski in advance for not touching base with them prior to the Committee meeting regarding her comments that she was about to make.

Ms. Auer stated that she had come before the Committee in regards to Agenda Item #7d, the discussion over a draft reorganization policy. She further stated she believed the proposed policy contradicted the County/UAW contract, specifically Article 6, Section 1 and 3 and Article 33, Section 2. Ms. Auer stated that the UAW would not agree with the policy as is. She further stated

that the Committee should to consider the UAW and the union contracts in its discussions on this topic.

Desiree Cook, ICEA Professional Union Vice President, stated that she was concerned with Agenda Item #7d. She further stated that the unions should be involved earlier in the reorganization process. Ms. Cook stated that this would allow the unions to have a seat at the table from the beginning. She further stated that she was speaking on behalf of the ICEA Professional Union President and Union Steward.

Missy Challiss, Local 44 ICEA Public Health Nurses President, requested a copy of the draft reorganization policy. Ms. Cook provided Ms. Challis a copy of the document.

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

1. County Treasurer
 - a. Resolution to Apply for the Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of \$280,000
2. Economic Development Department - Resolution Authorizing Submission of a Community Development Block Grant Application for \$300,000 for the Training of New Employees at Orchid Orthopedic Solutions, LLC
3. Farmland and Open Space Preservation Board - Resolution Amending Resolution #13-302 Authorizing a Continued Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services for the Farmland and Open Space Preservation Board
4. Facilities Department
 - b. Resolution Awarding a Contract to Clark Construction for the Installation of a Protective Barrier Wall between the Clerk's Counter and the Public Area at the Veteran's Memorial Courthouse
5. Potter Park Zoo
 - a. Resolution Authorizing the 2014 Potter Park Zoo Seasonal Employee Wage Schedule
 - b. Resolution Authorizing a Transfer of Funds for the New Red Panda Exhibit
 - c. Resolution Authorizing Potter Park Zoo Funding for the Moose Exhibit
6. Road Department
 - a. Resolution Authorizing a Contract with Gallagher Asphalt Corporation for Item I of the 2014 Local Road Program Bid Packet #82-14 Hot In Place Recycling of Various Streets, Meridian Township
 - b. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item II of the 2014 Local Road Program Bid Packet #82-14 Asphalt Overlay & Miscellaneous Repairs of Various Meridian Township Local Roads

- c. Resolution Authorizing a Contract with Gallagher Asphalt Corp. for Item III of the 2014 Local Road Program Bid Packet #82-14 Hot In Place Recycling of Boynton Street, Lansing Township
 - d. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item IV of the 2014 Local Road Program Bid Packet #82-14 Asphalt Overlay & Miscellaneous Repairs of Various Lansing Township Local Roads
 - e. Resolution to Reject Bid Received from Gallagher Asphalt Corp. for Item V of Bid Packet #82-14 Hot In Place Recycling of Kinawa Road, Okemos to Dobie Roads, Meridian Township
 - f. Resolution Authorizing a Contract with Michigan Paving and Materials Co. for Item VI of Bid Packet #82-14 Asphalt Recycling & Overlay and Miscellaneous Repairs of Kinawa Road, Okemos to Dobie Roads, Meridian Township
 - g. Resolution Authorizing a Contract with Rieth-Riley Construction Co. for Item VII of the 2014 Local Road Program Bid Packet #82-14 Asphalt Crushing, Shaping, Resurfacing & Repairs of the Streets of Lamoreaux No. 3 Subdivision, Delhi Township
 - h. Resolution to Approve Local Road Agreement with Leslie Township for the Ingham County Road Department
 - i. Resolution to Approve Local Road Agreement with Lansing Township for the Ingham County Road Department
 - k. Resolution to Approve Local Road Agreement with Alaiedon Township for the Ingham County Road Department
 - l. Resolution to Approve Local Road Agreement with Aurelius Township for the Ingham County Road Department
 - m. Resolution to Approve Local Road Agreement with Ingham Township for the Ingham County Road Department
 - n. Resolution to Approve Local Road Agreement with Meridian Township for the Ingham County Road Department
 - o. Resolution to Approve Local Road Agreement with Williamstown Township for the Ingham County Road Department
 - p. Resolution to Approve Local Road Agreement with Locke Township for the Ingham County Road Department
 - q. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department
7. Human Resources Department
- a. Resolution Authorizing and Clarifying Pension Benefits for the Fraternal Order of Police, Capital City Lodge No.141 – 911 Non-Supervisory Unit
 - b. Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Supervisory Unit
 - c. Resolution Authorizing the Establishment of a MERS Hybrid Plan for Newly Hired Employees Under Local 512 Office and Professional Employees International Union - Supervisory Unit
9. Controller/Administrator

- b. Resolution to Amend a Legal Services Agreement with Cohl, Stoker and Toskey, P.C.

MOTION CARRIED UNANIMOUSLY.

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

MOTION CARRIED UNANIMOUSLY.

- 1b. County Treasurer - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Properties

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

COMM. CRENSHAW WITHDREW THE MOTION.

COMM. NOLAN MOVED, SUPPORTED BY COMM. TSERNOGLOU, TO REMOVE AGENDA ITEM 9B, A RESOLUTION TO AMEND A LEGAL SERVICES AGREEMENT WITH COHL, STOKER AND TOSKEY, P.C., FROM THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

- 1b. County Treasurer - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Properties

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

Desiree Kirkland, Chief Deputy Treasurer, stated that this resolution would allow the Treasurer to hold back properties that would otherwise be sold at auction.

Commissioner Crenshaw asked that the location of each property listed be provided to the commissioners.

Ms. Kirkland stated that she could provide the locations.

Commissioner Nolan asked why this was coming up so late.

Ms. Kirkland stated that it was just an oversight and that they usually would get it in on time.

Discussion.

MOTION CARRIED UNANIMOUSLY

4. Facilities Department

- a. Memo Regarding Emergency Water Heater Replacement at the Human Services Building

There was no action on this agenda item.

6. Road Department

- j. Resolution to Approve Local Road Program Agreement with Delhi Township for the Ingham County Road Department

COMM. KOENIG MOVED, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION TO APPROVE LOCAL ROAD PROGRAM AGREEMENT WITH DELHI TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT.

Commissioner Maiville stated that an LSJ article appeared today regarding cost overruns.

William Conklin, Road Department Director, provided a financial overview of the project, specifically the bid process. He stated that the cost would be well less than \$300,000. Mr. Conklin stated that bids were running high this year. He further stated that the bid process had to include costs that would not actually be incurred.

Commissioner Maiville stated that he was concerned with these alleged cost overruns.

Commissioner Hope stated that this project was a citizen-initiated project that was originally advertised to the voters as costing \$244,000 and there were some people who were upset with the higher number.

Mr. Conklin stated that the actually cost would be lower and it would be explained to the Delhi Township Board at its meeting tonight.

MOTION PASSED UNANIMOUSLY.

7. Human Resources Department

- d. Discussion Item - Draft Reorganization Policy

Commissioner Celentino stated that it was clear that the union representatives had concerns with the policy as it related to the union contracts. He further stated that Ms. Auer had suggestions so the Controller and Human Resources Department should sit down with the union representatives to work this issue out. Commissioner Celentino stated that this could be a team effort. He further stated that this discussion should be tabled until after the Controller, HR, and unions discuss the issue.

Discussion.

Commissioner Crenshaw stated that we should send it back.

Discussion.

Chairperson Holman asked if there was any input before a rewrite was provided.

Discussion.

Barb Mastin, Deputy Health Officer, stated that HR and the unions were her first points of contact when she would consider a position reorganization.

Ms. Mastin requested that HR and the unions consider the issue of grant funding when they meet to discuss this issue. She further stated that we knew a lot about their grant funding, including how much it would be and when it would expire. Ms. Mastin stated that the Federal Government has provided two “supplemental fundings” that she did not know were coming. She further stated that supplemental fundings were small amounts of money, but were mandatory. Ms. Mastin stated that she has two weeks to apply, then there was a two week turn-around time in which we get notified of our status, and the proposal has to be operational within 120 days. She further stated that if she was forced to go through the 12-week process proposed by the draft policy, she would be out of compliance. Ms. Mastin requested that the parties consider creating exceptions to the rule.

Ms. Mastin stated that what works for us was when positions are budget neutral. She provided an example of a situation where two unionized positions were reorganized and were budget neutral.

Ms. Auer stated that both Ms. Mastin and the Human Resources Department had kept in good contact with the UAW regarding this issue.

8. Parks Department - Discussion Regarding the Hawk Island Snow Park 2014-2015 Preliminary Plan

Willis Bennett, Parks Department Director, stated that the County had terminated its contract with Super Parks, LLC. He provided the Parks Department’s plan to operate the Hawk Island Snow Park.

Mr. Bennett stated that the revenue was higher on the tubing side because more people used that side. He further stated that revenue was limited last year due to season pass sales. Mr. Bennett stated that the goal was to at least break even and someday make money. He further stated that the goal could be attained through the tubing side of the park.

Mr. Bennett provided a geographical overview of the Park along with a plan for future changes and improvements. He further stated that these endeavors would be profitable because there was not a lot of overhead or inventory necessary. Mr. Bennett stated that they were forming a partnership with the YMCA.

Mr. Bennett stated that Super Parks did not provide marketing services. He provided a marketing strategy.

Mr. Bennett provided an overview of target items that should be purchased. He stated that he wanted to move some equipment so that less snow would be required.

Mr. Bennett stated that he wanted to keep the fees where they were to keep revenue even with expenses.

Commissioner Crenshaw asked for a staffing breakdown.

Brian Collins, Park Manager, stated that the top four positions listed were full time where the rest would be seasonal.

Commissioner Crenshaw asked how many employees there would be.

Mr. Collins stated that there would need to be around 20-25 employees.

Commissioner Nolan stated that she appreciated the Parks Department's foresight to get this process started in July. She further stated they should broaden their marketing strategy by getting into the schools, including LCC and MSU. Commissioner Nolan stated that the Land Bank undertook significant marketing strategies that could be adapted for this venture.

Discussion.

Commissioner Nolan stated that there were safety concerns regarding the wheels on the tow ropes.

There was a discussion regarding whether a "magic carpet" would be purchased.

Commissioner Nolan asked about the problem with the end of the run, which included Lansing-owned land and wetlands.

Mr. Bennett stated that the DNR was not involved with the wetlands issue. He further stated he met with a Lansing representative and the representative was receptive to what Mr. Bennett wanted to do.

Commissioner Nolan stated that there were seven Ingham County commissioners whose districts were inside Lansing.

Mr. Bennett stated that he would follow up with the Lansing Parks Department.

Commissioner Koenig stated that she had used the Park and had brought her child there too. She further stated that the marketing initiative could boost revenue.

Commissioner Koenig asked how much the magic carpets cost.

Mr. Collins stated that the cost depended on several factors. He provided a background on Super Parks and their efforts to secure a magic carpet.

Commissioner Koenig stated that she applauded the Parks Department's efforts on this issue.

9. Controller/Administrator

- a. Resolution to Submit to the Electorate a Special Millage Question for a Countywide System of Trails and Parks

COMM. NOLAN MOVED, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A COUNTYWIDE SYSTEM OF TRAILS AND PARKS.

Peter Cohl, County Attorney, stated that Dave Stoker had worked on this resolution with a commissioner.

There was a discussion about which version of the millage should be used.

Commissioner Koenig asked if it was legally necessary that the millage language be so long.

Discussion.

Commissioner Koenig stated that if the voters did not understand the millage language, they would not vote for it.

Commissioner Crenshaw stated that he concurred with Mr. Coho's interpretation of the millage language.

Commissioner Tsernoglou asked whether this was the standard way of drafting millage language.

Mr. Cohl stated that it was the standard way.

Discussion.

Commissioner Tsernoglou stated that she had no problem with the County Attorney's version of the millage language.

Commissioner Hope stated that she had been contacted by representatives from Delhi Township and they had asked why Lansing's River Trail was explicitly included in the millage language.

Commissioner Koenig stated that the reason was that the goal was to create an interconnected system of trails with the base being Lansing's River Trail. She further stated that Lansing's River Trail was the most well-known.

Commissioner Hope asked how the funds would be allocated.

Commissioner Koenig stated that the Board of Commissioners would make all the decisions and the decisions would be made based on the language of the millage.

There was a discussion about the language of the proposed millage, including grammatical issues.

Commissioner Tsernoglou stated that the Committee was getting lost in the millage language and warned that voters might tune out half way through reading this millage language.

Mr. Cohl stated that he would have new language available for the Finance Committee meeting tomorrow, July 16.

Commissioner Maiville stated that three of the four townships he represented were opposed to this millage altogether. He further stated that he got a mixed response from Delhi Township. Commissioner Maiville stated that Delhi Township was concerned with the maintenance issue. He further stated that he reached out a State Representative about the “creation” and “maintenance” issues.

Commissioner Maiville stated that the Road Department had already applied for a federal grant for a trail in the out county. He further stated that he could not support this millage given his constituents already receive very little County services.

Commissioner Nolan asked Mr. Bennett for more information regarding the proposed trails.

Discussion.

Chairperson Holman stated that she was concerned that we were not ready to propose this millage to the voters. She further stated that she believed that this millage would provide for economic development, but that this was more of a luxury than a priority. Chairperson Holman stated that she believed that the Board would do what was right and appropriate money appropriately. She further stated that she could support this millage because she trusted the Board.

Commissioner Tsernoglou stated that she had not previously used the trails system. She further stated that she had now started to ride her bike on the trails with her husband. Commissioner Tsernoglou stated that to travel from East Lansing to Lansing required crossing over major streets. She further stated that in light of this fact, this millage could save lives because bikers would no longer have to cross over major streets. Commissioner Tsernoglou invited the other Committee members to speak up if there were grammatical issues because she did not see any problems with the County Attorney’s recommended millage language.

Commissioner Koenig stated that this millage could help fight heart disease and there were health-related organizations that supported the millage. She further stated that economic development studies have been performed on these types of projects and they have found that

they have a positive impact on economic development. Commissioner Koenig stated that millage would attract young people and that she supported the passage of this resolution.

Commissioner Maiville stated that Ingham County had the fourth highest millage rate in the state. He further stated that economic development does not occur where taxes continue to increase. Commissioner Maiville stated that businesses would relocate out of the county to nearby counties so that they could access the Ingham County population but not have to pay its taxes.

Commissioner Koenig stated that there was a major bike trail near Stockbridge that was an ideal candidate to integrate into the overall network.

Discussion.

Mr. Cohl suggested the following language, using the County Attorney's recommended proposed resolution:

Shall the following millage be approved for ~~For~~ the purpose of creating and maintaining a countywide system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing ~~trails, trails. shall~~ **Shall** the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by up to 50/100 (0.50) of one (1) mill, \$0.50 per thousand dollars of state taxable valuation, for a period of six (6) years (2014-2019) inclusive?

COMM. NOLAN WITHDREW THE MOTION.

COMM. NOLAN MOVED, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A COUNTYWIDE SYSTEM OF TRAILS AND PARKS, SPECIFICALLY THE VERSION OF THE RESOLUTION RECOMMENDED BY CORPORATION COUNSEL, AS AMENDED BELOW.

The proposed amendment states:

Shall the following millage be approved for ~~For~~ the purpose of creating and maintaining a countywide system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing ~~trails, trails. shall~~ **Shall** the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by up to 50/100 (0.50) of one (1) mill, \$0.50 per thousand dollars of state taxable valuation, for a period of six (6) years (2014-2019) inclusive?

THE MOTION, AS AMENDED, CARRIED. **Yeas:** Holman, Tsernoglou, Crenshaw, Nolan, Koenig, and Celentino. **Nays:** Maiville

9. Controller/Administrator

- b. Resolution to Amend a Legal Services Agreement with Cohl, Stoker and Toskey, P.C.

COMM. TSERNOGLOU MOVED, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO AMEND A LEGAL SERVICES AGREEMENT WITH COHL, STOKER AND TOSKEY, P.C.

Mr. Cohl stated that the problem first arose due to a huge and unanticipated increase in the number of arbitration cases. He provided an overview of the changes in the commercial research service providers and the costs involved.

Mr. Cohl stated that the costs would be less over the long run. He further stated that the current cap under the contract was put in place without anticipating the unprecedented increase in research costs.

Mr. Cohl stated that his firm, Cohl, Stoker & Toskey, P.C., bills the County for research costs based on what the research service providers charge without any added surcharge.

Mr. Cohl proposed that the Committee consider an agreement where the County would be billed for its exact research costs, but no cap would apply.

Commissioner Koenig asked how many counties Mr. Cohl's firm represented.

Mr. Cohl stated that his firm represented about twenty other counties, but none of them were on the fixed fee arrangement that his firm had with the County.

Mr. Cohl stated that he was merely seeking to be reimbursed for expenses directly attributable to the County.

Discussion.

COMM. NOLAN MOVED, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION TO AMEND A LEGAL SERVICES AGREEMENT WITH COHL, STOKER AND TOSKEY, P.C. WITH AMENDMENT TITLED, "JULY 15, 2014 COHL, STOKER & TOSKEY, P.C. SUGGESTED PROPOSAL AMENDMENT TO LEGAL SERVICES AGREEMENT" AS REPRODUCED BELOW.

The amendment states:

THIS AMENDMENT, made and entered into by and between the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "County"), and **COHL, STOKER & TOSKEY, P.C.**, with offices

at 601 North Capitol Avenue, Lansing, Michigan 48933 (hereinafter referred to as “CONTRACTOR”), amends the Legal Services Agreement made and entered into between said parties dated August 9, 2011.

WITNESSETH:

1. Section 5, Costs, of the above-stated Agreement shall be amended to read as follows:
 - A. The County shall reimburse the CONTRACTOR for actual litigation costs, such as filing and service of process fees (includes service by certified mail), costs associated with obtaining medical records for workers’ compensation cases, deposition and court reporter fees, appellate court printing costs and ***computer research*** which the CONTRACTOR is required to pay to represent the County.
 - B. The County shall reimburse Contractor for all other County incurred costs and expenses of the CONTRACTOR, including copies, fax, long-distance telephone charges ~~and computer research~~ for up to \$10,000.00 per year. Effective April 1, 2013, the County shall reimburse the Contractor for the above-stated costs and expenses up to \$12,000.00 for 2013 and each year thereafter.
 - C. The County shall not be obligated to pay for any Professional Development Training for CONTRACTOR’s attorneys.

2. All other terms and conditions contained in the above-stated Agreement shall remain in full force and effect except as modified herein.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY.

10. Board Referral - Letter from the Ingham Conservation District Regarding a Request for Appropriations for Fiscal Year 2015

Chairperson Holman stated that the Conservation District would go through the regular appropriations process.

Announcements

Commissioner Maiville announced that the Ingham Academy Graduation Ceremony was scheduled for Wednesday, July 23rd at 2 p.m. with fundraiser Gala scheduled the following day. He further announced that reservations for the Gala were due this Friday.

Public Comment

Ms. Cook thanked the Committee for its receptiveness to the idea of including the unions at an earlier stage in the proposed reorganization policy.

The meeting was adjourned at 7:48 p.m.

AUGUST 19, 2014 COUNTY SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Controller/Administrator recommends approval of the following resolutions:

1. **Drain Commissioner** - *Resolution Providing Additional Funding for the Revolving Drain Fund (Fund 802)*

Additional funds (\$6 million) are sought for the Revolving Drain Fund (Fund 802) to fund necessary work undertaken in response to duly authorized petitions for new or improved drain projects. Petition-related work has expanded dramatically in the past four years, resulting in higher working capital needs. Funds are repaid when permanent bonding is obtained for a drain project as required by statute (MCL 280.303) with interest at a rate equal to 1.50% greater than the yield on a one year U. S. Treasury obligation. Other terms and conditions of this proposal are unchanged from those approved in 2010 (Resolution 10-159).

2. **Equalization Department** - *Resolution to Appoint Anthony Bumstead, David Clifford, Ronald Enger, Gilbert Barish, David Van Denberghe, David Lohr, Brian Reynolds and Greg Vaughn as Peer Review Group Members for the 2014 Ingham County Remonumentation Project*

Michigan statute (MCL 54.269b) requires appointment of a county peer review group to act as a panel of surveyors to review and provide advice on original public land survey corners or protracted public land survey corners.

3. **Health Department** - *Resolution to Authorize an Amendment to Resolution #14-270 and Establish Two Community Health Worker Positions*

In Resolution 14-270, additional funding in an amount of up to \$1,719,425 was accepted and an agreement was authorized with the Michigan Public Health Institute (MPHI) for the period of July 1, 2014 through June 30, 2015. This resolution authorizes the continuation of funding support for the position authorized in Resolution 13-245 and will establish two Community Health Worker positions for the duration of the grant. The Human Resources Department has reviewed this request and supports the establishment of both positions.

- 4a. **Innovation and Technology Department - Discussion Item** - *IT Updates and New Job Descriptions for ICEA Programmer Specialist Moving to Business Analyst Position*

Innovation and Technology Department Director Michael Ashton will discuss department activities and proposals.

4b. Innovation and Technology Department - Resolution to Approve the Purchase of Additional San Storage of the DR SAN

Work on the system readiness phase of the Computer Aided Dispatch (CAD) upgrade project led to a discovery of need for additional storage area network (SAN) space at the 9-1-1 Data Center. SAN is a dedicated network that provides access to consolidated, block level data storage. SANs are primarily used to enhance storage devices, such as disk arrays, tape libraries, and optical jukeboxes, accessible to servers so that the devices appear like locally attached devices to the operating system. A SAN typically has its own network of storage devices that are generally not accessible through the local area network (LAN) by other devices. IT recommends purchase of additional storage shelves for County SANs at a total cost not to exceed \$97,000.

5. Human Resources Department - Resolution Certifying Representatives for the MERS Annual Meeting

Municipal Employees' Retirement System (MERS) will hold its 67th Annual Meeting at the Detroit Renaissance Center Marriott from September 24 to September 26, 2014. Governing bodies of each member municipality must certify an employee delegate who has been nominated and elected by the other employee members and appoint an officer delegate of the governing body. Prosecuting Attorney Intake Coordinator and UAW President Sally Auer was nominated as employee delegate, and Financial Services Director Jill Rhode was nominated as officer delegate. Expenses associated with the Annual Meeting will not exceed \$1,400.

6a. Facilities Department - Resolution Awarding a Contract to Rieth-Riley Construction to Provide Asphalt Parking Lot Replacement at the Ingham County Sheriff's Office

The southeast portion of the secured employee parking area of the Ingham County Sheriff's office lot has deteriorated over time. The proposed resolution would authorize awarding a contract to Rieth-Riley Construction to provide asphalt parking lot replacement at amount not to exceed \$67,613, inclusive of a \$1,000 contingency for unforeseen conditions that may arise. Funding for this project is available in the approved CIP which has a balance of \$77,501

6b. Facilities Department - Resolution Authorizing a Lease Agreement with Capitol Walk Parking for the Use of 98 Parking Spaces by Employees of the Veteran's Memorial Courthouse and Grady Porter Building

A plan to renovate the old YMCA building in Lansing necessitates removal of all parking spaces. Capitol Walk Parking expressed a willingness to enter into a lease agreement with Ingham County to accommodate our parking needs in a lot adjacent to the current YMCA location at a of \$6,000.00 per month (\$61 per month, per space). Funds for parking have already been allocated for each department.

6c. Facilities Department - Resolution Authorizing a Contract with Bornor Restoration Inc. for Big Cat Holding Cell Repairs at the Potter Park Zoo

Currently, the big cat holding cells at Potter Park Zoo require repairs in order to pass USDA inspections. Bornor Restoration Inc. was recommended to remove existing paint from the holding cells and install new sealers to the masonry walls and concrete ceilings. The proposed resolution authorizes awarding a contract at an amount not to exceed \$36,920, inclusive of a \$1,000 contingency for unforeseen conditions that may arise. Funds for this project are available in the approved CIP fund.

7a. Road Department - Resolution Approving the Submittal of the Ingham County Road Advisory Board's Project Level Recommendations to the Tri-County Regional Planning Commission for the 2014 Long Range Transportation Plan Update

The Road Department recommend the following project level recommendations to the Tri-County Regional Planning Commission for the 2014 Long Range Transportation Plan update.

Project	Description	Project Complete	No Longer Desired	Keep in Plan
Aurelius Road & Cedar Street	Construct modern roundabout		X	
Aurelius Road – Harper Road (west leg) to Holt Road	Reconstruct to 3-lane section with paved non-motorized shoulder on both sides			X
Cedar Street – Holt Road to Aurelius Road	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides		X	
Forest Road & College Road	Construct modern roundabout		X	
Forest Road and Farm Lane – College Road to Mt Hope Road	Widen from 2 to 4-lanes and provide non-motorized shoulder on both sides		X	
Hagadorn Road & Mt Hope Road	Geometric improvements to create head-up left turn lanes to provide 2 SB through lanes			X
Hagadorn Road – Bennett Road to Mt Hope Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Holt Road – Washington Road to Eifert Road	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Jolly Road – Collins Road to Hagadorn Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Lake Lansing Road & Okemos Road	Construct modern roundabout		X	
Lake Lansing Road – I-69 BR to Lac Du Mont Drive	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Marsh Road – Central Park Drive to Tihart Road	Widen from 4 to 5-lanes with intersection improvements			X
Michigan Avenue – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Okemos Road – Central Park Drive to Haslett Road	Raise grade to remedy flooding and provide turn pockets where applicable			X
Waverly Road – Miller Road to Jolly Road	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	X		
Willow Street – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides			X
Okemos Road & Hamilton Road	Construct modern roundabout		X	
Cedar Street – Holbrook Drive to US-127	Reconstruct with wider median, indirect left turns, and intersection improvements	New LRP entry		

7b. Road Department - Resolution Authorizing the Purchase of the 2014/2015 Seasonal Requirement of Liquid De-Icer for the Ingham County Road Department

The Road Department recommends awarding a contract for seasonal liquid de-icer to Roadway Solutions Inc. (RSI) in an amount not to exceed \$9,360. RSI did not submit the lowest responsive price proposal, but did offer a corn based de-icer like that currently in storage. By contrast, the lowest responsive bidder proposed a well-brine product. It is the opinion of the Road Department that mixing a different solution in with the stored solution might be unwise.

7c. **Road Department** - *Resolution Authorizing the Purchase of Propane Used for Heating at the Eastern District of the Ingham County Road Department*

Ingham County sought competitive sealed proposals from qualified and experienced firms for the purpose of furnishing propane to the Eastern Garage for the Ingham County Road Department for a period of one year. The Evaluation Committee recommended awarding a contract to Avery Oil and Propane in an amount not to exceed \$1.599 per gallon.

7d. **Road Department** - *Resolution Authorizing a Revised Subcontract with Michigan State University for Michigan Department of Environmental Quality Grant Funded Use of Crumb Rubber Modified Asphalt Paving Mixture for the Road Department*

Michigan State University (MSU) entered into an agreement with MDEQ to research and develop the Crumb Rubber Modified Asphalt (CRMA) paving mixture and to be the prime recipient of the MDEQ CRMA grant funds. In turn, MSU wishes to subcontract with Ingham County to implement field trial of the CRMA. Road Department officials understand that CRMA is expected to provide enhanced performance and longevity to the proposed asphalt pavement. For these reasons, the Road Department recommends entering into a revised subcontract with Michigan State University to replace that authorized by Resolution #14-217 for the placement of the CRMA research test strips on the Bennett and Kinawa Roads projects. MDEQ CRMA grant funds available for this purpose total \$356,500.

7e. **Road Department** - *Resolution to Approve the Special and Routine Permits for the Ingham County Road Department*

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

8a. **Controller/Administrator** - **Discussion Item** - *Health Insurance Benefit Update*

In February, 2014 the Board of Commissioners entered into a three-year agreement with Cadillac Insurance Center Benefit Consulting Group (CICBCG) for a health care benefits consulting services (Resolution 14-069). Representatives from CICBCG will be in attendance to provide a brief review of administrative changes designed to control health insurance costs while maintaining and enhancing certain employee benefits.

8b. **Controller/Administrator** - **Discussion Item** - *Use of County Seal*

The current design of the official Ingham County seal was adopted by Resolution of the Ingham County Board of Commissioners on June 9, 1970. Concerns were raised about proper use of the Ingham County seal by an organization not affiliated with the County. The purpose of this discussion is to review remedies available to the Board in response to misuse of the Seal.

9. **Board of Commissioners** - *Resolution Honoring the Lansing for Cesar E. Chavez Committee*

The proposed resolution honors the memory of Cesar E. Chavez in appreciation of the many accomplishments he made to enhance the quality of life of millions of Americans, particularly in Ingham County.

MEMO TO THE INGHAM COUNTY BOARD OF COMMISSIONERS

FROM DRAIN COMMISSIONER PATRICK E. LINDEMANN

AUGUST 7, 2014

I am requesting additional monies be added to the Revolving Drain Fund (Fund 802) under the same terms and conditions as was done in 2010. I use this money primarily to fund work necessary to respond to duly authorized petitions for new or improved drains. Petition-related work has expanded dramatically in the past 4 years, resulting in higher working capital needs.

The money is repaid to the fund when permanent bonding is obtained for the drain that borrows the money. The agreed-upon interest benchmark means that the County receives more interest than it would from a bank while the drains pay less than they might from a bank.

I will attend the August 19 and 20 Committee meetings to answer questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PROVIDING ADDITIONAL FUNDING
FOR THE REVOLVING DRAIN FUND (FUND 802)**

WHEREAS, the County of Ingham, State of Michigan (the "County"), established a Revolving Drain Fund (the "Revolving Drain Fund," "Fund 802") in 1975 pursuant to Chapter 12 of the Drain Code of 1956 (Act 40, Public Acts of Michigan, 1956, as amended) (the "Drain Code") and appropriated money to the Revolving Drain Fund; and

WHEREAS, the amount attributable to the Revolving Drain Fund is \$1,000,000 currently; and

WHEREAS, this amount was last increased in 2010; and

WHEREAS, the Ingham County Drain Commissioner (the "Drain Commissioner") has proposed that the Board of Commissioners appropriate an additional amount not to exceed \$6,000,000 to the Revolving Drain Fund, making the total balance \$7,000,000; and

WHEREAS, the Drain Commissioner has agreed to pay interest to the general fund on any funds that are withdrawn from the Revolving Drain Fund until repaid to the Revolving Drain Fund.

THEREFORE BE IT RESOLVED, that pursuant to Chapter 12 of the Drain Code, the Ingham County Board of Commissioners shall increase the cash advance from the general fund of the County to the Revolving Drain Fund in the amount of \$6,000,000, making the entire advance \$7,000,000.

BE IT FURTHER RESOLVED, the amount in the Revolving Drain Fund is available for use by the Drain Commissioner as provided in Chapter 12 of the Drain Code. The Drain Commissioner will notify the Financial Services Department of any transfer needed and the funds will be transferred.

BE IT FURTHER RESOLVED, The County Treasurer shall account for these funds in a separate account or subaccount in the Revolving Drain Fund (the "Account").

BE IT FURTHER RESOLVED, the Drain Commissioner will pay the County Treasurer interest on any balance withdrawn on the Account. The interest will be paid on a monthly basis using an interest rate determined annually. The interest will be calculated on the outstanding balance of the Account as of the end of each month.

BE IT FURTHER RESOLVED, the interest rate will be the determined each January at a rate calculated at a rate per annum equal to 150 basis points (1.50%) greater than the yield on a one year U. S. Treasury obligations (the "Interest Rate"). The Interest Rate shall be based upon the information regarding yields on U. S. Treasury obligations published in the "Market Data" section of Bloomberg.com, or its successor, or such other source as is mutually agreed by the County Treasurer and the Drain Commissioner.

BE IT FURTHER RESOLVED, the Drain Commissioner can repay any full or partial portion of the outstanding balance at any time. The Drain Commissioner will notify the Financial Services Department, and the funds will be returned to the Revolving Fund.

BE IT FURTHER RESOLVED, this arrangement may be rescinded by the Board of Commissioners at the request of either the Drain Commissioner or the County Treasurer, and the \$6,707,500 in cash will be returned to the County's General Fund with the understanding that the Treasurer will provide the Drain Commissioner with ample time to borrow funds from an outside source.

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

Agenda Item 2

TO: County Services Committee

FROM: Douglas Stover, Director
Equalization/Tax Mapping

DATE: August 7, 2014

RE: Remonumentation - Peer Review Group Members

The 2014 Ingham County Remonumentation Project was approved by the Ingham County Board of Commissioners on March 25, 2014 - Resolutions #14-124, #14-125, and #14-126.

Recent changes to the State Survey and Remonumentation Act, Public Act 345 of 1990, specifically changes to MCL 54.269b, require that the County Board of Commissioners appoint Peer Review Group members for the County's Remonumentation Project.

Please see the attached memorandum from Chris Beland, Director of the Office of Land Survey and Remonumentation, State of Michigan.

For your reference I have also provided a copy of Mr. Beland's email clarifying this requirement.

The Peer Review Group members listed in the attached Resolution are already under contract with Ingham County for Peer Review services.

This Resolution is merely a formality to comply with the recent changes to PA 345 of 1990.

Please let me know if you have any questions.

DAS/sah

Attachments:

Resolution
Memorandum - Chris Beland, July 1, 2014
Email - Chris Beland, July 9, 2014

Stover, Doug

From: Beland, Christopher (LARA) [BelandC@michigan.gov]
Sent: Wednesday, July 09, 2014 9:43 AM
Cc: Johnston, Nancy (LARA)
Subject: Follow-up to July 1, 2014 Memorandum
Attachments: lara_bcc_sbc_grant_compliance_and_filing_2014_461512_7.pdf

Based on the number of calls and emails I have received in the last few days it seems the language in the attached correspondence was not clear enough. In an attempt to clarify the confusion I offer the following:

1. **MCL 54.269b** requires that Peer Review Group members be appointed by the County Board of Commissioners. The county will need to provide our office with a copy of the Board of Commissioners' proof of appointment for each peer review group member, retroactive to June 12, 2014.
 - a. A contract, even if approved by the County Board of Commissioners is not considered the same as an appointment. Just like the requirements for the appointment of the county representative or the grant administrator we need **proof of appointment**, i.e., a motion and approval noted in a signed copy of the board meeting minutes wherein the appointments were approved or a signed copy of a board resolution making the appointments.
2. **MCL 54.268(2)(a)(iii)** requires that counties file geodetic coordinates, latitude and longitude, for each corner. **Counties completing coordinate work under their 2014 grant agreement are required** to provide **actual**, not approximate, geodetic values to the nearest 0.0001 seconds as part of their report and upload data file.
 - a. The highlighted text means that this reporting requirement only applies to the following counties:

Alger	Bay	Charlevoix	Livingston
Macomb	Marquette	Ottawa	Wayne
 - b. The requirement to report geodetic values to the nearest 0.0001 seconds is indented to correspond with the contracted reporting requirement that Northing and Easting be reported to the nearest 0.01 of a foot and is not intended to imply that the positions are accurate to the nearest 0.0001 of a second. All requirements outlined in 1.4(C)(8) of the grant agreement still apply for the 2014 grant.

The attached correspondence and this follow-up **only apply** to the 2014 grant. Additional information for future grants will be provided in the coming months.

Thank You,

Chris Beland, P.S., Director
Office of Land Survey





RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVE ARWOOD
DIRECTOR

Memorandum

DATE: July 1, 2014

TO: Grant Administrators and County Representatives

FROM: Chris Beland, P.S., Director
Office of Land Survey and Remonumentation

SUBJECT: 2014 Grant Compliance and Filing

In light of the recent amendments to the 1990 PA 345, the State Survey and Remonumentation Act, we are providing the following information to assist you in ensuring compliance with 2014 grant reporting requirements.

MCL 54.269b requires that Peer Review Group members be appointed by the County Board of Commissioners. The county will need to provide our office with a copy of the Board of Commissioners' proof of appointment for each peer review group member, retroactive to June 12, 2014.

MCL 54.268(2)(a)(iii) requires that counties file geodetic coordinates, latitude and longitude, for each corner. Counties completing coordinate work under their 2014 grant agreement are required to provide **actual**, not approximate, geodetic values to the nearest 0.0001 seconds as part of their report and upload data file.

Also, counties now have an option to submit their LCRCs in an electronic format through the State of Michigan's Data Exchange Gateway. If you are interested in using this service please contact our office and we will coordinate access to the account.

If you have any questions, please contact our office at 517-241-6321 or bccolsr@michigan.gov.

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Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPOINT ANTHONY BUMSTEAD, DAVID CLIFFORD, RONALD ENGER, GILBERT BARISH, DAVID VAN DENBERGHE, DAVID LOHR, BRIAN REYNOLDS AND GREG VAUGHN, AS PEER REVIEW GROUP MEMBERS FOR THE 2014 INGHAM COUNTY REMONUMENTATION PROJECT

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

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

WHEREAS, the 2014 Remonumentation Project was approved by the Ingham County Board of Commissioners on March 25, 2014 via Resolutions #14-124, #14-125, and #14-126; and

WHEREAS, the County currently has contracts with the persons named in the caption of this Resolution to perform Peer Review duties as Peer Review Group members for the 2014 Remonumentation Project; and

WHEREAS, recent changes to State Survey and Remonumentation Act, Public Act 345 of 1990, specifically MCL 54.296b, require that Peer Review Group members be appointed by the County Board of Commissioners, such appointment being retroactive to June 12, 2014.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners appoints the following individuals as Peer Review Group members for the 2014 Ingham County Remonumentation Project:

Anthony Bumstead, 513 W. Lovett Street, Charlotte, MI 48813
David Clifford, 805 N. Cedar Street, Mason, MI 48854
Ronald Enger, 805 N. Cedar Street, Mason, MI 48854
Gilbert Barish, 2300 N. Grand River Avenue, Lansing MI 48906
David Van Denberghe, 2300 N. Grand River Avenue, Lansing MI 48906
David Lohr, 6014 Chesapeake Drive, Lansing MI 48911
Brian Reynolds, 138 W. State Street, Hastings MI 49058
Greg Vaughn, 312 North Street, Mason MI 48854

to terms expiring December 31, 2014.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Linda S. Vail, M.P.A., Health Officer

DATE: August 6, 2014

RE: Authorization to Amend Resolution #14-270 and Establish Two Community Health Worker Positions

In Resolution #12-399 and #13-245 agreements were authorized between the Health Department and MPHI for the Ingham County Pathways to Better Health Initiative. Funding was used to support two existing Family Infant Child Advocate Positions (Positions – 601155 and 601157) in the Public Health Services/Maternal Infant Outreach Unit.

In Resolution #14-270, additional funding in the amount of up to \$1,719,425 was accepted and an agreement was authorized with the Michigan Public Health Institute (MPHI) for the period of July 1, 2014 through June 30, 2015. This resolution authorized the continuation of funding support for the position authorized in Resolution #13-245.

The attached resolution will establish two Community Health Worker positions for the duration of the grant. The Human Resources Department has reviewed this request and supports the establishment of the two positions.

This project continues to be a wonderful opportunity for our community. I recommend that the Board of Commissioners adopt the attached resolution and establish two Community Health Worker Positions supported by the Michigan Pathways grant.

c: Debbie Edokpolo w/attachment
Eric Thelen w/attachment

TO: Debbie Edokpolo, Deputy Health Officer for Public Health

FROM: Michelle Rutkowski, Human Resources Specialist

DATE: 8/8/2014

RE: Memo of Analysis for new Pathway positions

Per your request, HR can confirm the following information:

1. A Community Health Worker position is compensated at a UAW D salary grade (\$30,681-\$36,525).
2. I have sent the UAW notice regarding your intent to add two Community Health Workers position with funds from the Pathways grant.
3. Once you secure Board approval for the two new positions, please contact Beth Bliesener. Beth will assist you with EOC requires by processing either an internal or external job posting.

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

I can be of further assistance, please email or call me (887-4374).

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #14-270 AND ESTABLISH TWO COMMUNITY HEALTH WORKER POSITIONS

WHEREAS, in 2004 the U.S. spends more on health care than any other country in the world as a percentage of gross domestic product (15.2% in 2004) and Michigan spent 13.5% of its gross state product (GSP) on personal health care in the same year; and

WHEREAS, current rate of growth in health care spending is unsustainable and ultimately damaging to our economy and the health system; and

WHEREAS, social determinants have an undeniable effect on health and well being; and

WHEREAS, Ingham County was one of three sites selected to participate in the Michigan Pathways to Better Health project; and

WHEREAS, in Resolutions #12-399 and #13-245 agreements were authorized between the Health Department and the Michigan Public Health Institute (MPHI) for the Ingham County Pathways to Better Health Initiative; and

WHEREAS, in Resolution #13-245 funding was used to support two existing Family Infant Child Advocate positions (Positions – 601155 and 601157) in the Public Health Services/Maternal Infant Outreach Unit; and

WHEREAS, this Agreement was amended in Resolution #14-270, the Health Department was awarded funding by the Michigan Department of Community Health (MDCH) through the Michigan Public Health Institute (MPHI) to continue the Michigan Pathways to Better Health project in Ingham County and the surrounding area for the period of July 1, 2014 through June 30, 2015; and

WHEREAS, the Health Department continues the role as Lead Agency/Fiduciary for this funding to collaborate and contract with MPHI; and

WHEREAS, the Health Officer recommends that Resolution #14-270 be amended and that two Community Health Worker positions (UAW/D) – 2.0 FTE be established for the duration of the grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #14-270 and that two Community Health Worker positions (UAW/D) – 2.0 FTE be established for the duration of the grant and will be posted internally.

BE IT FURTHER RESOLVED, that all other terms and conditions authorized in Resolution #14-270 shall remain unchanged.

Ingham County Innovation and Technology Department
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: July 28th, 2014
Re: Additional SAN Space for 911 Computer Aided Dispatching (CAD)

Dear Commissioners,

While working thru the system readiness phase of the 911 project it has been discovered that there is a need for more SAN space at the 911 Data Center. We are recommending purchasing additional storage shelves for the County's SAN.

The addition of 24 new disks provides 24 additional spindles. More spindles produce greater IO performance which would help alleviate some of the issues we have had at night during our backup and replication windows as well as likely reduce the potential to see performance issues in the new CAD system.

This will provide an addition of 33.22 TB of usable storage at the 911 site. This will help address our unprecedented storage consumption growth rates. Consumption of free storage has been substantially higher than what was forecasted two years ago when we initially started looking for a SAN replacement. Additional storage at the 911 site specifically will provide us with more options for a locally housed Virtual Desktop implementation when we get to that point in our IT strategic plans.

Additionally we need to address future concerns regarding our capacity at the Hilliard datacenter which is currently sitting at 77.42% consumed. If we address that upcoming issue at the same time, substantial savings can be realized by adding it to this project, allowing us to take advantage of volume discounts. The new CAD project is requesting 4 TB of additional storage. Typically, we would replicate that to the Hilliard site for redundancy. Consuming 4 TB more at Hilliard would put us over 80% utilization which is the point where Compellent recommends looking at expanding. Going much over 80% will affect performance of the SAN. Based on this information **I recommend adding an additional 33.2TB of usable storage at 911 and 25 TB on the primary (HSB) SAN** which will put it more in-line with the total capacity of the primary SAN which it is designated to backup. This also includes double the hard disk spindles, which greatly enhances the performance benefits of the upgrade. We would be increasing over capacity by 58 TB.

I am requesting this even though it was not originally budgeted for this year. The capacity growth has expanded greatly over predictions this year mainly to due electronic document imaging done at Probate Court and Friend of the Court. We also have Circuit Court looking at moving over next year. I feel it would make sense to use fund balance reserves in the Imaging Project to cover the cost as the disk usage increase is result of the additional storage requirements of document imaging. Between Probate Court and the Friend of the Court alone scanned in an additional 2 million pages of documents this past year and number continues to grow.

The total cost of this upgrade as a bundle is \$96,878.00 which is a savings of \$43,036 compared to buying three separate times the required storage of 16TB at \$46,638 each time.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE
OF ADDITIONAL SAN STORAGE OF THE DR SAN**

WHEREAS, it was discovered the DR SAN at the 911 Center is low on storage space; and

WHEREAS, the new INFORM CAD system requires an additional 4 TB of data storage; and

WHEREAS, consumption of free storage has been substantially higher than what was forecasted two years ago when the IT Department initially began looking for a SAN replacement; and

WHEREAS, it is recommended for performance, cost efficiency, and long term stability to purchase an additional 33.2TB of disk capacity for the DR (911) SAN and 25TB for the Primary SAN; and

WHEREAS, additional storage at both sites will provide more options and growth of the Electronic Records Management (On Base) and continue moving the county to a paperless county; and

WHEREAS, AVALON Technologies installed the previous SAN and is on the MHEC cooperative contract (No. MHEC-09C701.02); and

WHEREAS, it is the recommendation of the IT Chief Information Officer that the County continue to utilize AVALON for or expansion of the DELL Compellent Storage Center.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the purchase of an additional 58.2 TB of disk shelves from AVALON Technologies at a cost not to exceed of \$96,878.00.

BE IT FURTHER RESOLVED, the total cost of \$96,878.00 will be paid from the Innovation and Technology Network and Imaging funds.

BE IT FURTHER RESOLVED, that the Controller is authorized to make any necessary budget adjustments related to this resolution.

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

**TO: County Services Committee
Finance Committee**

FROM: Travis Parsons, Human Resources Director

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

DATE: July 30, 2014

In regards to the 2014 MERS Annual Meeting to be held at the Detroit Marriott at the Renaissance Center in Detroit, Michigan on Wednesday, September 24 through Friday, September 26, 2014. The appointment of an Employee Delegate was accomplished through the Employee Nomination and Employee Voting process. The attached resolution names Sally Auer the 2014 MERS Employee Delegate and with your approval, Jill Rhode will be the Officer Delegate this year.

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

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

MERS Annual Meeting Registration	\$200.00 per person (Employee Delegate and Officer Delegate). This registration includes all scheduled meetings and meals. Total MERS registration fee is \$400.00
Detroit Marriott at the Renaissance Center Annual Meeting Group room rate is \$152.00. All taxes for Detroit Marriott at the Renaissance Center total 15%. Because Ingham County is tax exempt only the 9% Occupancy taxes apply. These break down to convention, tourism, and county taxes/fees).	\$152.00 per night plus 9% occupancy tax brings room total to \$165.68. Two nights needed for each delegate is \$331.36 per delegate. Total hotel stay is \$662.72
Detroit Marriott at the Renaissance Center Parking	Parking available at a rate of \$25.00 per night. Total parking is \$100.00
Detroit Marriott at the Renaissance Center Mileage Charge	2014 mileage charge is 56 cents per mile. Round trip miles Lansing-Detroit-Lansing is 176.20 or \$98.67 per delegate. Total estimated mileage charge is \$197.34

Registration, accommodation, parking and mileage expense for travel are paid by the County. The Human Resources Department has reviewed and approves these expenses. Total estimated expenses for the Officer Delegate and the Employee Delegate are \$1360.06 not to exceed a maximum of \$1400.00.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS ANNUAL MEETING

WHEREAS, the Municipal Employees' Retirement System will hold the 67th Annual Meeting at the Detroit Marriott at the Renaissance Center in Detroit, MI during the time period of September 24 – September 26, 2014; and

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

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

Officer Delegate: Jill Rhode, Director - Finance

Employee Delegate: Sally Auer, Intake Coordinator-Prosecutor's Office

BE IT FURTHER RESOLVED, Ingham County will pay the estimated expenses of the Officer Delegate and Employee Delegate pursuant to the County's travel policy of \$1,360.06, not to exceed a maximum of \$1,400.00.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: August 6, 2014

SUBJECT: **RESOLUTION AWARDING A CONTRACT TO RIETH-RILEY CONSTRUCTION TO PROVIDE ASPHALT PARKING LOT REPLACEMENT AT THE INGHAM COUNTY SHERIFF'S OFFICE**

The resolution before you authorizes awarding a contract to Rieth-Riley Construction to provide asphalt parking lot replacement at the Ingham County Sheriff's Office, for an amount not to exceed \$67,613, which includes an amount of \$1,000 contingency for unforeseen conditions that may arise.

The scope of this project is to replace the southeast portion of the employee parking in the secured area of the Ingham County Sheriff's office lot which has deteriorated over time.

Rieth-Riley Construction, who submitted the lowest responsive and responsible bid, was chosen after going through a competitive bidding process and has the recommendation of both the Purchasing and Facilities Departments. We are confident that Rieth-Riley Construction will provide the quality of service needed to complete this project successfully.

The funds for this project are available in the approved CIP Line Item 245-30199-976000-4FC14 which has a balance of \$77,501 for the Ingham County Sheriff's Office parking lot replacement.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: August 7, 2014
 SUBJECT: Asphalt Parking Lot Replacement at the Ingham County Sheriff’s Office

Project Description:

Ingham County sought proposals from experienced and qualified asphalt vendors for the Asphalt Parking Lot Replacement Project at the Ingham County Sheriff’s Office.

The scope of this project is to replace the southeast portion of the employee parking of the secured area of the Ingham County Sheriff’s office lot which has deteriorated over time.

Proposal Summary:

Vendors contacted: 18 Local: 09
 Pre-bid Attendance: 06 Local: 02
 Vendors responding: 03 Local: 02

Vendor Name	Local Preference	Bid Total
Rieth-Riley Construction Co.	YES	\$66,613.00
Perfitt Excavating	YES	\$70,688.40
Mike & Son Asphalt	NO	\$74,195.00

Recommendation:

The Evaluation Committee recommends awarding the contract to Rieth-Riley Construction Company in an amount not to exceed \$67,613.00, which includes an amount of \$1,000 contingency for unforeseen conditions that may arise.

In addition to submitting the lowest responsive proposal, Rieth-Riley Construction Company is a local vendor, licensed, bonded and insured. This company has years of experience working on projects of similar size and scope, as well as, highly trained employees with a focus on safety.

Advertisement:

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO RIETH-RILEY CONSTRUCTION
TO PROVIDE ASPHALT PARKING LOT REPLACEMENT AT
THE INGHAM COUNTY SHERIFF'S OFFICE**

WHEREAS, the Ingham County Sheriff's Office southeast corner of the secured employee parking lot is in need of replacement due to deterioration over time; and

WHEREAS, after careful review of the bids, the Purchasing and Facilities Departments both agree that a contract be awarded to Rieth-Riley Construction who submitted the lowest responsive and responsible bid in the amount of \$66,613; and

WHEREAS, a contingency amount of \$1,000 for unforeseen conditions that may arise is being requested; and

WHEREAS, funds for this project are available within the approved CIP Line Item 245-30199-976000-4FC14 which has a balance of \$77,501 for the Ingham County Sheriff's Office parking lot replacement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Rieth-Riley Construction to provide asphalt parking lot replacement in the southeast corner of the Sheriff's Office secured employee parking lot, for a not to exceed cost of \$67,613, which includes the contingency amount of \$1,000.

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: July 31, 2014

SUBJECT: **RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH CAPITOL WALK PARKING FOR THE USE OF 98 PARKING SPACES TO BE USED BY EMPLOYEES OF THE VETERAN'S MEMORIAL COURTHOUSE AND GRADY PORTER BUILDING**

The resolution before you authorizes a lease agreement with Capitol Walk Parking to accommodate 98 parking spaces that will need to be removed from the current Y-Site location.

With plans to renovate the old YMCA building, all parking spaces must be removed and Capitol Walk Parking is willing to enter into a lease agreement with Ingham County to accommodate our parking spaces in the lot adjacent to the current Y-Site location and have agreed to the same cost of \$6,000.00 per month, which is approximately \$61.00 per month, per space.

The lease between Capitol Walk Parking and Ingham County would be as follows:

- Length of Lease- 98 spaces, for 3 years with an optional 2 year extension including a cancelation clause that is mutually agreed upon by both parties.
- Maintenance- Ingham County will be responsible for snow removal, salting and minor repairs to the parking lot.

The funds for parking have already been accounted for and approved for in each department's individual line items.

I recommend approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A LEASE AGREEMENT
WITH CAPITOL WALK PARKING FOR THE USE OF 98 PARKING SPACES
BY EMPLOYEES OF THE VETERAN'S MEMORIAL COURTHOUSE
AND GRADY PORTER BUILDING**

WHEREAS, the County's Veteran's Memorial Courthouse and Grady Porter Building employees currently occupy approximately 98 parking spaces at the Y-Site; and

WHEREAS, with plans to renovate the old YMCA building all parking spaces must be removed; and

WHEREAS, Capitol Walk Parking is willing to enter into a lease agreement with Ingham County to accommodate our parking spaces in the lot adjacent to the current Y-Site location; and

WHEREAS, Capitol Walk Parking has agreed to the same cost of \$6,000.00 per month, which is approximately \$61.00 per month, per space; and

WHEREAS, funds for parking have already been accounted for and approved for in each departments individual line items; and

WHEREAS, the lease between Capitol Walk Parking and Ingham County would be as follows:

- Length of Lease - 98 spaces for 3 years with a 2 year extension including a cancelation clause that is mutually agreed upon by both parties
- Maintenance - Ingham County will be responsible for snow removal, salting and minor repairs to the parking lot.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a lease with Capitol Walk Parking of 2152 Commons Parkway Okemos, MI 48864 to lease 98 parking spaces in the lot adjacent to the Y-Site on the corner of Lenawee and Walnut Streets for a cost of \$6,000.00 per month.

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: August 6, 2014

SUBJECT: Potter Park Zoo - Big Cat Holding Project

The resolution before you authorizes awarding a contract to Bornor Restoration Inc., for an amount not to exceed \$36,920 which includes an amount of \$1,000 contingency for unforeseen conditions that may arise. The scope of this project is to remove existing paint from the holding cells and install new sealers to the masonry walls and concrete ceilings. Currently, the holding cells are detrimental to the health of the animals and the repairs are required in order to pass USDA inspections.

Bornor Restoration Inc., who submitted the lowest responsive and responsible bid, was chosen after going through a competitive bidding process and the recommendation of the Purchasing Department. Due to the scope and size of this project, it is necessary to contract with a qualified and experienced firm. We are confident that Bornor Restoration, Inc. will provide the quality service needed to complete this project successfully.

The funds for this project are available in the approved CIP Line Item 258-69900-977000-1401Z which has a remaining balance of \$45,900 for the Big Cat Holding repairs and the Zoological Society.

This resolution will run concurrent with the August Potter Park Zoo Board meeting.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: August 7, 2014
 SUBJECT: Big Cat Holding Enclosure Improvements Project Potter Park Zoo

Project Description:

Ingham County Purchasing Department sought proposals from experienced and qualified general contractors for the Big Cat Holding Enclosure Improvements project at the Ingham County Potter Park Zoo.

Currently the holding cells are detrimental to the health of the animals and the repairs are required in order to pass USDA inspections. The scope of work includes, but is not limited to, the removal of existing paint and installation of new sealers and paint at the basement holding cells of the Feline/Primate House.

Proposal Summary:

Vendors contacted: 132 Local: 31
 Pre-bid attendance 05 Local: 02
 Vendors responding: 02 Local: 01

VENDOR NAME	Local Preference	BID TOTAL
Cusack's Masonry Rest. Inc.	N	\$35,920
Bornor Restoration Inc.	Y	\$38,163

Local and Other Vendors Not Responding

Moore Trosper Construction Company, 4224 Keller Road, Holt, MI 48842, no reason provided.

Recommendation:

The Evaluation Committee recommends awarding the contract to Bornor Restoration Inc., a local vendor who has agreed to match Cusack's Masonry Restoration Inc. (non-local vendor) bid, not to exceed \$36,920, which includes an amount of \$1,000 contingency for unforeseen conditions that may arise.

In addition to submitting the lowest responsive proposal, Bornor Restoration Inc. is licensed, bonded and insured. This company is experienced, educated and comes highly recommended.

Advertisement:

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH
BORNOR RESTORATION INC.
FOR BIG CAT HOLDING CELL REPAIRS AT THE POTTER PARK ZOO**

WHEREAS, the Big Cat holding cells are in need of removal of the existing paint and new sealer installation on the masonry walls and concrete ceilings to improve the health and welfare of the animals; and

WHEREAS, after careful review of the bids the Purchasing and Facilities Departments both agree that a contract be awarded to Bornor Restoration Inc. who submitted the lowest responsive and responsible bid in the amount of \$35,920; and

WHEREAS, a contingency amount of \$1,000 for unforeseen conditions that may arise is being requested; and

WHEREAS, the funds for this project are available within the approved CIP Line Item 258-69900-977000-1401Z which has a balance of \$45,900 for the Big Cat Holding Cell project.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Bornor Restoration, Inc., 525 Filley Street, Lansing, Michigan 48906, for the paint removal and installation of new sealer in the Big Cat holding cells at the Potter Park Zoo for a total cost not to exceed \$36,920.

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

MEMORANDUM

TO: County Services Committee

FROM: Robert Peterson, Director of Engineering
Road Department

DATE: July 18, 2014

SUBJECT: 2014 Long Range Plan Update

The Tri-County Regional Planning Commission (TCRPC) is the designated Metropolitan Planning Organization for Clinton, Eaton, and Ingham Counties. The TCRPC is responsible for fulfilling all federally required transportation planning requirements and ensures that existing and future expenditures for transportation planning projects and programs are based on a continuing cooperative and comprehensive planning process.

Pursuant to federal transportation funding requirements the TCRPC is embarking on an update of the 20 year Long Range Transportation Plan (LRTP). The LRTP is updated every four years using more accurate land use appraisals, socioeconomic data, transportation investment estimates, and related elements. An important part of the update is to perform a network analysis or travel demand model. The travel demand model is used to identify possible roadway system deficiencies that could be used to prioritize transportation projects for federal funding.

One of the first steps to updating the travel demand model is to incorporate the applicable elements of transportation projects completed since the last LRTP update and identify future transportation projects that would affect the capacity of roadways within the region. To that end, TCRPC staff circulated a listing of region's proposed future transportation projects from the previous LRTP for each agency to provide comments. The provided listing was discussed at our County Road Advisory Board meeting held July 15, 2014.

The following table summarizes project level comments and suggested changes to Ingham County's LRTP projects resulting from the July 15, 2014 County Road Advisory Board meeting. In general, the changes reflect Road Department and County Road Advisory Board recognition that the Road Department should concentrate on preserving the existing county road system rather than expanding the system, especially in light the system-wide pavement conditions and general decline in traffic volumes. The changes also reflect projects that are no longer viable or desired by the respective townships. Many of the proposed modern roundabouts and the Cedar Street 4 to 3-lane conversion fit into that category.

Approval of the attached resolution is recommended.

INGHAM COUNTY ROAD ADVISORY BOARD
LONG RANGE TRANSPORTATION PLAN UPDATE
SYNOPSIS OF PROJECT LEVEL RECOMMENDATIONS

Project	Description	Project Complete	No Longer Desired	Keep in Plan
Aurelius Road & Cedar Street	Construct modern roundabout		X	
Aurelius Road – Harper Road (west leg) to Holt Road	Reconstruct to 3-lane section with paved non-motorized shoulder on both sides			X
Cedar Street – Holt Road to Aurelius Road	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides		X	
Forest Road & College Road	Construct modern roundabout		X	
Forest Road and Farm Lane – College Road to Mt Hope Road	Widen from 2 to 4-lanes and provide non-motorized shoulder on both sides		X	
Hagadom Road & Mt Hope Road	Geometric improvements to create head-up left turn lanes to provide 2 SB through lanes			X
Hagadom Road – Bennett Road to Mt Hope Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Holt Road – Washington Road to Eifert Road	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Jolly Road – Collins Road to Hagadom Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Lake Lansing Road & Okemos Road	Construct modern roundabout		X	
Lake Lansing Road – I-69 BR to Lac Du Mont Drive	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Marsh Road – Central Park Drive to Tihart Road	Widen from 4 to 5-lanes with intersection improvements			X

Michigan Avenue – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Okemos Road – Central Park Drive to Haslett Road	Raise grade to remedy flooding and provide turn pockets where applicable			X
Waverly Road – Miller Road to Jolly Road	Widen from 2 to 3 or 4-lanes and provide non-motorized shoulder on both sides	X		
Willow Street – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides			X
Okemos Road & Hamilton Road	Construct modern roundabout		X	
Cedar Street – Holbrook Drive to US-127	Reconstruct with wider median, indirect left turns, and intersection improvements	New LRP entry		

July 15, 2014

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE SUBMITTAL OF
THE INGHAM COUNTY ROAD ADVISORY BOARD’S PROJECT LEVEL RECOMMENDATIONS
TO THE TRI-COUNTY REGIONAL PLANNING COMMISSION FOR THE
2014 LONG RANGE TRANSPORTATION PLAN UPDATE**

WHEREAS, the Tri-County Regional Planning Commission (TCRPC) is the designated Metropolitan Planning Organization for Clinton, Eaton, and Ingham Counties; and

WHEREAS, the TCRPC is responsible for fulfilling all federally required transportation planning requirements and ensures that existing and future expenditures for transportation planning projects and programs are based on a continuing cooperative and comprehensive planning process; and

WHEREAS, pursuant to federal transportation funding requirements the TCRPC is embarking on an update of the 20 year Long Range Transportation Plan; and

WHEREAS, TCRPC staff has requested project level information, relative to the existing Long Range Transportation Plan information, to proceed with the update; and

WHEREAS, the Ingham County Road Advisory Board meeting was held July 15, 2014 to solicit comments and develop project level recommendations for submission to the TCRPC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the submittal of the following Ingham County Road Advisory Board’s project level recommendations to the Tri-County Regional Planning Commission for the 2014 Long Range Transportation Plan update.

Project	Description	Project Complete	No Longer Desired	Keep in Plan
Aurelius Road & Cedar Street	Construct modern roundabout		X	
Aurelius Road – Harper Road (west leg) to Holt Road	Reconstruct to 3-lane section with paved non-motorized shoulder on both sides			X
Cedar Street – Holt Road to Aurelius Road	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides		X	
Forest Road & College Road	Construct modern roundabout		X	
Forest Road and Farm Lane –	Widen from 2 to 4-lanes and provide non-motorized		X	

College Road to Mt Hope Road	shoulder on both sides			
Hagadom Road & Mt Hope Road	Geometric improvements to create head-up left turn lanes to provide 2 SB through lanes			X
Hagadom Road – Bennett Road to Mt Hope Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Holt Road – Washington Road to Eifert Road	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Jolly Road – Collins Road to Hagadom Road	Widen from 2 to 4 –lanes and provide non-motorized shoulder on both sides		X	
Lake Lansing Road & Okemos Road	Construct modern roundabout		X	
Lake Lansing Road – I-69 BR to Lac Du Mont Drive	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Marsh Road – Central Park Drive to Tihart Road	Widen from 4 to 5-lanes with intersection improvements			X
Michigan Avenue – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides	Project in current TIP		
Okemos Road – Central Park Drive to Haslett Road	Raise grade to remedy flooding and provide turn pockets where applicable			X
Waverly Road – Miller Road to Jolly Road	Widen from 2 to 3 or 4 –lanes and provide non-motorized shoulder on both sides	X		
Willow Street – Waverly Road to Lansing city limit	Reduce from 4 to 3-lanes and provide non-motorized shoulder on both sides			X
Okemos Road & Hamilton Road	Construct modern roundabout		X	
Cedar Street – Holbrook Drive to US-127	Reconstruct with wider median, indirect left turns, and intersection improvements	New LRP entry		

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: July 10, 2014
 SUBJECT: De-Icing Corrosion Inhibited Solution

Project Description:

Ingham County sought competitive sealed proposals from qualified and experienced firms for the purpose of furnishing and delivering de-icing solution to all three Ingham County Road Department facilities.

Proposal Summary:

Vendors contacted: 13 Local: 01
 Vendors responding: 06 Local: 01

Company Name	Solution to: 301 Bush St, Mason MI	Solution to: 1335 E. Howell Rd, Wmst	Solution to: 5613 S. Aurelius Rd, Lansing	Total Cost 1 Yr Contract	Local
	Total Amount	Total Amount	Total Amount		
Michigan Chloride Sales	\$1,524	\$1,524.00	\$1,524	\$4,572.00	No
RSI	\$3,120	\$3,120.00	\$3,120	\$9,360.00	No
Great Lakes Chloride	\$4,200	\$4,200.00	\$4,200	\$12,600.00	No
Advanced Dust Control	\$5,560	\$5,560.00	\$5,560	\$16,680.00	Yes
Bare Ground Systems	\$5,625	\$5,625.00	\$5,625	\$16,875.00	No
NASI	\$17,100	\$17,060.00	\$17,100	\$51,260.00	No

Local and Other Vendors Not Responding

Scotwood Industries, will not be bidding, no reason; however, would like to remain on list.

Recommendation:

The Road Department recommends awarding the contract to RSI (Roadway Solutions Inc.) in an amount not to exceed \$9,360.

Although RSI is not the lowest responsive proposal they provided the corn based de-icer that remains in storage. Michigan Chloride, the lowest bidder, has bid a well brine product. It is the opinion of the Road Department that mixing a different solution in with the stored solution may not be wise.

Advertisement:

The RFP was advertised in the Lansing State Journal, City Pulse and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE PURCHASE OF THE
2014/2015 SEASONAL REQUIREMENT OF LIQUID DE-ICER
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

WHEREAS, the Road Department annually purchases approximately 10,000 to 15,000 gallons of liquid de-icer for use in winter maintenance operations; and

WHEREAS, the Road Department's adopted 2014 and requested 2015 budgets include in controllable expenditures funds for this and other maintenance material purchases; and

WHEREAS, bids for liquid de-icer were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #80-14 and it is their recommendation, with the concurrence of Road Department staff, to award this bid and purchase liquid de-icer on an as-needed unit price basis from Roadway Solutions, Inc.; and

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bid and authorizes the purchase of liquid de-icer on an as-needed unit price basis from Roadway Solutions, Inc. for the bid unit price of \$0.78/gallon.

BE IT FURTHER RESOLVED, that the Road Department and Purchasing Department are hereby authorized to execute purchase orders consistent with this resolution.

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: August 7, 2014
 SUBJECT: Propane Service for Heating Purposes

Project Description:

Ingham County sought competitive sealed proposals from qualified and experienced firms for the purpose of furnishing propane to the Eastern Garage for the Ingham County Road Department for a period of one year.

Proposal Summary:

Vendors contacted: 10 Local: 04
 Vendors responding: 01 Local: 01

Vendor Name	Fixed Price Held Unitl May 1, 2015	Annual Inspection	Repair Costs Per Hour	Local Vendor
Avery Oil & Propane, 402 North Street, Mason, MI 48854	Fixed \$1.599 per gallon	No Charge	\$75.00	Yes

Local and Other Vendors Not Responding

No reasons were provided by vendors not responding.

Recommendation:

The Evaluation Committee recommends awarding the contract to Avery Oil & Propane in an amount not to exceed \$1.599 per gallon.

In addition to submitting only responsive proposal, Avery Oil is a local vendor and comes highly recommended.

Advertisement:

The RFP was advertised in the Lansing State Journal, City Pulse and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE PURCHASE OF
PROPANE USED FOR HEATING AT THE EASTERN DISTRICT
OF THE INGHAM COUNTY ROAD DEPARTMENT**

WHEREAS, the Road Department uses propane to heat its Eastern District Garage which has three 1,000 gallon propane storage tanks owned by the Road Department; and

WHEREAS, the Eastern District Garage uses approximately 16,500 gallons of propane annually; and

WHEREAS, the Road and Purchasing Departments have determined that due to the quantity used and the instability of the propane market which can complicate the budget it would be advantageous for the Road Department to have a fixed price contract; and

WHEREAS, quotes for 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 award a propane delivery service contract to Avery for its delivered propane fixed unit price of \$1.599/gallon for the next winter season ending May 31, 2015.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the proposal to award a propane delivery service contract to Avery for its delivered propane fixed unit price of \$1.599/gallon for the next winter season ending May 31, 2015.

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.

MEMORANDUM

To: County Services & Finance Committees

From: William Conklin, Managing Director
Department of Transportation & Roads

Date: May 8, 2014

RE: PROPOSED RESOLUTION AUTHORIZING A REVISED SUBCONTRACT WITH MICHIGAN STATE UNIVERSITY FOR MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY GRANT FUNDED USE OF CRUMB RUBBER MODIFIED ASPHALT PAVING MIXTURE

As noted in a previous submission, the Michigan Department of Environmental Quality (MDEQ) has made available grant funding in 2014 for implementation and use of crumb rubber modified asphalt paving mixture (CRMA), which incorporates ground, post-market vehicle tire rubber into the asphalt mixture in order to improve the asphalt pavement's performance and longevity and to help foster a market for used vehicle tires.

Michigan State University (MSU) has entered into an agreement with MDEQ to research and develop the CRMA and to be the prime recipient of the MDEQ CRMA grant funds, and in turn MSU wishes to subcontract with the County on behalf of the Road Department to implement field trial of the CRMA and to pass through the related MDEQ CRMA grant funding intended for the field implementation phase of the research effort.

Per Resolution #14-217, passed May 27, 2014, the Board of Commissioners authorized entering into a subcontract with Michigan State University for the placement of the CRMA research test strips on the Bennett Road project and to receive the MDEQ CRMA grant funds intended for this purpose.

The Road Department has recently been notified additional MDEQ CRMA grant funds are available, which must be used on another road in 2014, for a total amount available of \$356,500 depending on final quantity of CRMA placed.

Per Resolution #14-296, passed July 22, 2014, the Board of Commissioners authorized a construction contract for resurfacing Kinawa, Okemos road to Dobie Road, on which the Road Department recommends to use the additional MDEQ CRMA grant funding.

The original CRMA subcontract with MSU authorized by Resolution 14-217 has not yet been executed and would be replaced by the revised subcontract now being recommended.

Road Department staff has worked with MSU research staff and has reviewed and understands MSU's research findings that the CRMA is expected to provide enhanced performance and longevity to the proposed asphalt pavement, and therefore recommends approval of the attached resolution to allow entering into the revised subcontract with MSU as described above.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A REVISED SUBCONTRACT WITH
MICHIGAN STATE UNIVERSITY FOR MICHIGAN DEPARTMENT OF ENVIRONMENTAL
QUALITY GRANT FUNDED USE OF CRUMB RUBBER MODIFIED ASPHALT PAVING MIXTURE
FOR THE ROAD DEPARTMENT**

WHEREAS, the Michigan Department of Environmental Quality (MDEQ) has made available grant funding in 2014 for the Bennett Road resurfacing project for implementation and use of crumb rubber modified asphalt paving mixture (CRMA), which incorporates ground, post-market vehicle tire rubber into the asphalt mixture in order to improve the asphalt pavement's performance and longevity and to help foster a market for used vehicle tires; and

WHEREAS, Michigan State University (MSU) has entered into an agreement with MDEQ to research and develop the CRMA proposed for use on the Bennett Road project and to be the prime recipient of the MDEQ CRMA grant funds, and in turn MSU wishes to subcontract with the County on behalf of the Road Department to implement field trial of the CRMA and to pass through the related MDEQ CRMA grant funding intended for the field implementation phase of the research effort; and

WHEREAS, per Resolution #14-217, passed May 27, 2014, the Board of Commissioners authorized entering into a subcontract with Michigan State University for the placement of the CRMA research test strips on the Bennett Road project and to receive the MDEQ CRMA grant funds intended for this purpose; and

WHEREAS, the Road Department has been notified additional MDEQ CRMA grant funds are available, which must be used on another road in 2014, for a total amount available of \$356,500 depending on final quantity of CRMA placed; and

WHEREAS, per Resolution #14-296, passed July 22, 2014, the Board of Commissioners authorized a construction contract for resurfacing Kinawa, Okemos Road to Dobie Road, on which the Road Department recommends to use the additional MDEQ CRMA grant funding; and

WHEREAS, the original CRMA subcontract with MSU authorized by Resolution #14-217 has not yet been executed; and

WHEREAS, the remainder of both the Bennett and Kinawa projects' proposed construction constitutes the required local match for the MDEQ CRMA grant, and no other unplanned costs are to be incurred for using the CRMA; and

WHEREAS, Road Department staff has worked with MSU research staff and has reviewed and understands MSU's research findings that the CRMA is expected to provide enhanced performance and longevity to the proposed asphalt pavement, and recommends therefore that the County enter into the requested subcontract, revised as recommended herein, with MSU to allow the placement of the CRMA research test strips on both the Bennett and Kinawa Roads projects and to receive the MDEQ CRMA grant funds intended for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes, entering into a revised subcontract with Michigan State University to replace that authorized by Resolution #14-217, but not yet executed, for the placement of the CRMA research test strips on the Bennett and Kinawa Roads projects and to receive the MDEQ CRMA grant funds intended for this purpose in a total amount available of \$356,500, depending on final quantity of CRMA placed.

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

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated August 7, 2014 as submitted.

INGHAM COUNTY ROAD DEPARTMENT

DATE: August 7, 2014

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2014-368	AT & T	CABLE / UG	MARSH RD & TIHART RD	MERIDIAN	15
2014-369	CONSUMERS ENERGY	GAS	WALLINE RD BET LAMB RD & HOLT RD	ALAEIDON	22
2014-370	CONSUMERS ENERGY	GAS	PERRY RD & LAKE DR	MERIDIAN	34
2014-371	COMCAST	CABLE / UG	WOOD ST & GRAND RIVER AVE	LANSING	10 & 11
2014-387	TOWER CONSTRUCTION	SANITARY	WASHINGTON HEIGHTS & GRAND RIVER	MERIDIAN	22
2014-389	AYLES TREE SERVICE	TREE REMOVAL	LINDEN DR & BLUE HAVEN DR	MERIDIAN	17
2014-393	CLARK CONSTRUCTION CO	MISCELLANEOUS	HOWELL RD & CEDAR ST	VEVAY	6
2014-394	CLARK CONSTRUCTION CO	WATERMAIN	HOWELL RD & CEDAR ST	VEVAY	6
2014-395	SCARLETT EXCAVATING	MISCELLEANOUS	LAKE LANSING & PARK LAKE	MERIDIAN	5
2014-399	DELHI TOWNSHIP	SPECIAL EVENT	VARIOUS	DELHI	
2014-408	CITY OF MASON	SPECIAL EVENT	VARIOUS	VARIOUS	
2014-411	AT & T	CABLE / UG	COLLEGE RD & KIPP RD	VEVAY	18
2014-416	AT & T	CABLE / UG	DEPOT ST & DELHI NE	DELHI	14
2014-423	COMCAST	CABLE / UG	EIFERT RD BET HARPER RD & MCCUE RD	DELHI	28
2014-425	INGHAM COUNTY PARKS	MISCELLANEOUS	VARIOUS	VARIOUS	
2014-426	CONSUMERS ENERGY	GAS	AURELIUS RD & COLUMBIA RD	AURELIUS	10
2014-427	CONSUMERS ENERGY	GAS	COLLEGE RD & ROLFE RD	AURELIUS	25
2014-428	CONSUMERS ENERGY	GAS	CIRCLE DR & CEDAR ST	DELHI	25
2014-429	CONSUMERS ENERGY	GAS	EIFERT RD & WILLOUGHBY RD	DELHI	15
2014-430	CONSUMERS ENERGY	GAS	WAVERLY RD BET MCCUE RD & COLUMBIA RD	DELHI	31
2014-431	CONSUMERS ENERGY	GAS	FRANK ST & BISHOP RD	DELHI	7
2014-432	CONSUMERS ENERGY	GAS	MERIDIAN RD BET GERMANY RD & NEWMAN RD	WILLIAMSTOWN	13
2014-433	CONSUMERS ENERGY	GAS	RABY RD BET PARK LAKE & OKEMOS RD	MERIDIAN	9
2014-434	CONSUMERS ENERGY	ELECTRIC / OH	RABY RD BET PARK LAKE & OKEMOS RD	MERIDIAN	9

2014-435	CONSUMERS ENERGY	GAS	EDGEMONT BLVD & SAGINAW ST	LANSING	7
2014-437	FCC INC GENERAL CONTRACTORS	COMMERCIAL DRIVE / SIDEWALK	WAVERLY RD BET LANSING RD & ST JOSEPH ST	LANSING	19
2014-438	KEITH BURTON	TREE REMOVAL	WILCOX RD BET AURELIUS RD & EIFERT RD	DELHI	22
2014-442	J.E. KLOOTE CONTRACTING	DETOUR	ALLEN RD BET GRAMMER RD & WALLACE RD	LEROY	1, 36
2014-443	CONSUMERS ENERGY	GAS	BARRY RD BET SHOEMAN RD & FOSTER RD	WILLIAMSTOWN	4
2014-444	ACD.NET	CABLE / OH	LAKE LANSING RD & WOOD ST	LANSING	2, 3
2014-445	MERIDIAN CHARTER TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2014-452	FRONTIER	CABLE / UG	FREIERMUTH RD BET HOLLAND RD & FITCHBURG RD	BUNKER HILL	25
2014-453	MERIDIAN CHARTER TOWNSHIP	ROAD CLOSURE / SPECIAL EVENT	LOON LN & ROBINS WAY	MERIDIAN	28
2014-454	MERIDIAN CHARTER TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2014-459	COMCAST	CABLE / UG	DELHI COMMERCE DR BET CEDAR ST & WILLOUGHBY RD	DELHI	15
2014-460	AT & T	CABLE / UG	HOWELL RD & WILLIAMSTON RD	INGHAM	2

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING THE LANSING FOR CESAR E. CHAVEZ COMMITTEE

WHEREAS, the Lansing for Cesar E. Chavez Committee is sponsoring its 4th Annual Tejano/Latino Music Fest scheduled for September 12 and 13, 2014, as part of keeping the legacy of the great American Hero Cesar E. Chavez alive; and

WHEREAS, Cesar E. Chavez was a farm worker, an advocate of civil rights, spiritual figure, environmentalist and crusader for nonviolent civil disobedience, which manifested through fasts, strikes and boycotts focused on safe working condition, fair wages, housing, and the banning of child labor; and

WHEREAS, the Lansing for Cesar E. Chavez invites the entire City of Lansing and its surrounding communities to participate in the 4th Annual Tejano/Latino Music Fest that will include, Tejano music, Mexican Folkloric Dance, singers seven music bands, food, merchandise and community vendors, activities for children and dancing for adults; and

WHEREAS, it takes time and energy to put on this event, the Lansing for Cesar E. Chavez Committee is fortunate to have Corina Salinaz, President, Enrique Mendoza, Vice President, Miguel Saucedo, Secretary, Gina Salas, Treasurer, and many others who give their talents to make this event a success; and

WHEREAS, Cesar E. Chavez has inspired millions of people, was a recipient of the Martin Luther King Jr. Peace Prize and also awarded the Presidential Medal of Freedom, America's highest civilian honor, for his outstanding contributions to our country; and

WHEREAS, the Lansing for Cesar E. Chavez Committee is working diligently to eventually dedicate an arch/gateway entering into the Cesar E. Chavez Plaza from the proceeds of the Annual Tejano/Latino Music Fests and encourages the citizens of Lansing, Ingham County and the State of Michigan to learn about Cesar E. Chavez; and

WHEREAS, the philosophy, "Si se Puede" or "Yes we Can" influenced millions of Americans to seek economic and social equality.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Cesar E. Chavez in appreciation of the many accomplishments he has made to the quality of life of millions of Americans, particularly in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate the 4th Annual Tejano/Latino Music Fest and join the Board of Commissioners in honoring this great American hero.