THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, JULY 15, 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 June 17, 2014 Minutes
Additions to the Agenda
Limited Public Comment

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

j. Resolution to Approve Local Road Program Agreement with Delhi 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
   d. Discussion Item - Draft Reorganization Policy

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

9. **Controller/Administrator**
   a. Resolution to Submit to the Electorate a Special Millage Question for a Countywide System of Trails and Parks
   b. Resolution to Amend a Legal Services Agreement with Cohl, Stoker and Toskey, P.C.

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

Announcements
Public Comment
Adjournment

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

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.
COUNTY SERVICES COMMITTEE  
June 17, 2014  
Draft - Minutes  

Members Present:  Dianne Holman, Victor Celentino, Bryan Crenshaw, Carol Koenig  
(arrived at 6:04 p.m.) and Randy Maiville.  

Members Absent:  Deb Nolan and Penelope Tsernoglou.  

Others Present:  Eric Schertzing, Tim Dolehanty, Travis Parsons, Willis Bennett, Linda  
Vail, Becky Bennett, Michelle Rutkowski, Mark Grebner, Missy Challiss,  
Ryan Buck and others.  

The meeting was called to order by Chairperson Holman at 6:00 p.m. in the Personnel  
Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing,  
Michigan.  

Approval of the June 3, 2014 Minutes  

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE  
THE MINUTES OF THE JUNE 3, 2014 MEETING AS PRESENTED.  

Additions to the Agenda  

None.  

Substitute  –  

5b.  Resolution honoring Ernest Lutz  

Late  –  

9a.  Resolution setting a public hearing for an application to the Michigan Economic  
Development Corporation for a Community Development Block Grant for on the job  
training for new employees for Orchid Orthopedic Solutions  

9b.  Resolution designating a certifying officer and an environmental review officer for the  
Community Development Block Grant application for Orchid Orthopedic Solutions  

Limited Public Comment  

Missy Challiss, Local 44 ICEA Public Health Nurses President, introduced herself to the  
Committee.
MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSAW, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

2. **Innovation & Technology**
   - Resolution to Approve the Renewal of the Munis Software Annual Support Agreement from Tyler Technologies

3. **Health Department**
   a. Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
   b. Resolution to Authorize the Appointment of Barbara Mastin to the Deputy Health Officer/Executive Director, Community Health Services Position

4. **Road Department**
   a. Resolution to Approve Local Road Agreement with Bunker Hill Township for the Ingham County Road Department
   b. Resolution to Approve Local Road Agreement with Wheatfield Township for the Ingham County Road Department
   c. Resolution to Execute Waterborne Centerline Pavement Marking Agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville
   d. Resolution to Approve a Second Party Agreement Between the Michigan Department of Transportation and the Ingham County Road Department in Relation to Road Rehabilitation Projects for Hagadorn Road From 0.58 Miles South of Harper Road to Holt Road and Meridian Road from Vaughn Road to M-36
   e. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

5. **Board of Commissioners**
   a. Resolution to Contract with Legal Services of South Central Michigan to Take Client Referrals from Ingham County Register of Deeds and Ingham County Treasurer
   b. Resolution Honoring Ernest Lutz


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


1. **Treasurer**
   - Resolution to Acquire Service Contracts for the Purpose of Developing the Building Deconstruction and Materials Reuse Market Analysis

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO ACQUIRE SERVICE CONTRACTS FOR THE PURPOSE OF
DEVELOPING THE BUILDING DECONSTRUCTION AND MATERIALS REUSE MARKET ANALYSIS.

Eric Schertzing, Treasurer, presented on the resolution to engage the Delta Institute to draft a building deconstruction and materials reuse market analysis. He further stated that Delta Institute had a program in Detroit currently. Mr. Schertzing stated that the Land Bank Authority does not have enough funds to demolish all properties it owns so reusing materials may make economic sense.

Commissioner Koenig arrived at 6:04 p.m.

Mr. Schertzing stated that County could become a regional hub for building deconstruction materials.

Mr. Schertzing stated that approximately $2.7 million dollars are transferred from the delinquent tax fund to the general fund annually. He further stated that more recently the amounts were around $2.25 million annually. Mr. Schertzing stated that there is a large fund balance currently. He further stated that the Land Bank had run into a road block in finding sufficient funds to demolish its properties. Mr. Schertzing stated he hoped the Board would authorize a $2 million transfer to the Land Bank after the analysis was completed. He further stated that MSHDA had some opportunities that the Land Bank could utilize. Mr. Schertzing stated that the Land Bank had taken over nearly 300 properties.

Mr. Schertzing stated that this deconstruction opportunity could lead to job training opportunities. He further stated that he hoped the Committee would support the resolution.

Commissioner Crenshaw asked what the financial gain was to the County.

Mr. Schertzing stated that the value of the recovered materials would offset the cost of deconstruction. He further stated that deconstruction did cost more than demolition.

Commissioner Koenig asked if this was going to have a neutral financial result.

Discussion.

Chairperson Holman stated that the old Lansing Civic Center was deconstructed rather than demolished.


3. Health Department
   c. Resolution to Authorize a Realignment of Health Department Programs and Administrative Structure

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. KOENIG, TO APPROVE
THE RESOLUTION TO AUTHORIZE A REALIGNMENT OF HEALTH DEPARTMENT PROGRAMS AND ADMINISTRATIVE STRUCTURE.

Linda Vail, Health Officer, stated that she had a meeting with Sally Auer, UAW. Ms. Vail further stated that the conflicts with the UAW have been resolved and the UAW now supports the resolution.

Commissioner Koenig asked that the County develop a definition of “confidential” that could apply throughout the County. She further stated that consistency was important.


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

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

Tim Dolehanty, Controller/Administrator, presented on Cohl, Stoker and Toskey, P.C.’s request to be reimbursed for increased costs. He further stated that these costs could be tracked by the County. Mr. Dolehanty stated that passing the resolution does not mean the County would be issuing out a blank check.

Commissioner Koenig stated that Westlaw normally created contracts with law firms based on the number of attorneys that work in the firm and then each individual attorney would have unlimited access to Westlaw. She asked that Cohl, Stoker and Toskey, P.C. provide their Westlaw contract to the County so that the Committee would know what portion of the contact could be attributed to the County.

Commissioner Koenig stated that the Committee should table the Resolution.

Commissioner Crenshaw asked what Cohl, Stoker, and Toskey, P.C. meant by “writing off” expenses. He asked that that Cohl, Stoker and Toskey, P.C. attend the next meeting to present on this resolution.

Discussion.

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

9a. Resolution setting a public hearing for an application to the Michigan Economic Development Corporation for a Community Development Block Grant for on the job training for new employees for Orchid Orthopedic Solutions
9b. Resolution designating a certifying officer and an environmental review officer for the Community Development Block Grant application for Orchid Orthopedic Solutions

MOVED BY COMM. KOENIG, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION SETTING A PUBLIC HEARING FOR AN APPLICATION TO THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE JOB TRAINING FOR NEW EMPLOYEES FOR ORCHID ORTHOPEDIC SOLUTIONS AND THE RESOLUTION DESIGNATING A CERTIFYING OFFICER AND AN ENVIRONMENTAL REVIEW OFFICER FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR ORCHID ORTHOPEDIC SOLUTIONS.

Discussion.

Sandra Gower, Economic Development Coordinator, presented on the Orchid Orthopedic Solutions expansion project and how it affected the County. She stated that there would be 35 new jobs created in the County and that the cover letter she provided to the Committee was incorrect as to that point.

Ms. Gower stated that this would be an expedited grant request. She further stated that a resolution was necessary to appoint a review officer. Ms. Gower stated that there needed to be an environmental impact study.

Discussion.


7. Discussion Item - Trails and Parks Millage (Trails and Parks Millage Task Force Summary Attached)

Commissioner Koenig stated that the Task Force had determined that a millage was necessary for the County. She provided an overview of past discussions.

Commissioner Crenshaw asked if there was a definition of “adjacent.”

Willis Bennett, Parks Department Director, stated that everything the Task Force discussed was encompassed by the term.

Discussion.

Commissioner Maiville requested clarification as to whether this millage would apply to the County or municipalities’ own trail systems throughout the county.

Commissioner Koenig stated that that the trail system would be what the Commissioners make it. She further stated that the Lansing River Trail would be the heart of the system reasoning that it was the most utilized park in the County.
Commissioner Maiville asked what the millage would provide for that was not already provided for in the county.

Mr. Bennett provided examples of new construction that the millage would provide for.

Commissioner Koenig stated that she was going to prepare a map that would detail the interconnecting trails and adjacent parks. She further stated that the project would be a multi-year project. Commissioner Koenig presented on all the benefits the millage could offer.

Discussion.

Chairperson Holman stated that prior conversations on this issue included a large park component. She further stated that she had heard that the reason why the parks would be included was that the parks were in dire straits.

Mr. Bennett stated that the Parks Department had less staff, it could not mow the lawns in the parks, there was an inability to oversee temporary staff, it could not keep the bathrooms clean, and it could not buy paint. He further stated that the overall result was maintenance had to be deferred, which correspondingly accelerated the aging of park buildings. Mr. Bennett stated that he wanted the Sheriff to patrol the parks. He further stated that visitor experience was declining.

Discussion.

Commissioner Celentino asked whether the millage language would create a mandatory tax or a permissive tax.

Mark Grebner stated that this millage would be a permissive tax, which the County did not have to levy. He further stated the Committee should not confuse millage language with actual trail creation language.

There was a discussion regarding the application of the word “adjacent” in the millage language.

Mr. Grebner stated that a portion of the revenue should be allocated to increasing maintenance of the parks.

Discussion.

Chairperson Holman stated that she felt like this millage was not ready and it needed a few more years of development. She reminded the Committee of the work on the Juvenile Justice millage. She asked how long the money from the trail millage could be held before spending it.

Mr. Dolehanty stated that the County could collect the tax and hold onto the money indefinitely.

Discussion.
Mr. Grebner provided a history of past millages and the difficulties that were faced getting them passed. He further stated that Task Forces would be more effective if there was money already available. Mr. Grebner stated that this approach would allow for the money to come in now, but the County could decide what to do with it later.

Chairperson Holman stated that she hoped that restraint could be shown on this issue.

Commissioner Celentino stated that the July 15 County Services Committee meeting had to consider and vote on a millage resolution so that it could be considered and voted on by the Board as a whole in time for it to make it on the ballot.

Commissioner Maiville asked if Lansing or the County would take over trails in Lansing at the end of the six years of the millage.

Commissioner Koenig stated that it was up to commissioners to decide and that they could hold off on an agreement until the commissioners got an agreement that they liked.

Commissioner Maiville asked about the deterioration of the Lansing trail network and how funding for maintenance was set up. He further asked about the status of the trust grants. Commissioner Maiville stated that he did contact State Representative Andy Schor’s office.

Discussion.

Commissioner Maiville stated that he intended to go to the Delhi Township meeting to present on this issue. He further stated that the Delhi Township trail network was new and good. Commissioner Maiville asked what was in it for Delhi Township to support this millage.

Commissioner Crenshaw stated that the millage was designed to benefit the whole county.

Discussion.

8. **Board Referral - Letter from Tri-County Bicycle Association Regarding Improvements to Okemos Road between Jolly and Sandhill Roads**

No action was taken.

**Announcements**

None.

**Public Comment**

Mr. Grebner stated that the millage would alleviate the general fund from having to support the trails and parks. He stated that collecting the tax revenue first puts the County in a good bargaining position with the municipalities. Mr. Grebner stated that, as an East Lansing resident,
a new trail should be constructed to allow one to travel from East Lansing to Lansing. He further
gave examples of where municipalities could link up their trail systems under this millage.

The meeting was adjourned at approximately 7:06 p.m.
ACTION ITEMS:
The Controller/Administrator recommends approval of the following resolutions:

1. **County Treasurer** - Resolution to Apply for the Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of $280,000

   Ingham County is eligible to receive a $280,000 Community Development Block Grant through the Michigan State Housing Development Authority for rehabilitation of single family homes. The home must be the primary residence of the program applicant, and homeowner eligibility is contingent on income guidelines. Rehabilitation work can include such items as septic systems, wells, windows and doors, siding, roofing, electrical and plumbing repairs. The County Treasurer estimates these funds will allow for rehabilitation of seven homes. Board approval of this resolution is required in order to obtain these funds.

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

   Ingham County is eligible to receive a $300,000 Community Development Block Grant to provide training for 35 new employees at Orchid Orthopedic Solutions, LLC in Delhi Township. At least 51% of the new employees will be persons with low to moderate income. Orchid Orthopedic manufactures medical devices such as hip replacements. Board approval of this resolution is required in order to obtain these funds.

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

   The Ingham County Farmland Preservation Board (FOSP Board) wishes to continue a contract with Michigan State University Remote Sensing and Geographic Information Systems (MSU RS&GIS) in the Geography Department for mapping services. The FOSP Board and the County Board of Commissioners annually approves the selection criteria for ranking applications received by the FOSP Program. The purpose of the selection criteria is to prioritize properties for protection through the purchase of a conservation easement. The end product of the selection criteria is a qualitative score that is used to objectively rank and prioritize properties for protection.

   MSU RS & GIS developed models for selection criteria in 2013. The Ingham FOSP Board would like to contract with MSU RS&GIS to implement the models they developed by scoring and ranking future applications. The contract includes mapping services to identity soil groupings and proximities to existing services on individual parcels over a three-year period beginning July 1, 2014 and ending June 30, 2017. The total cost of this agreement will not exceed $20,000 per year.
4a. **Facilities Department** - *Memo Regarding Emergency Water Heater Replacement at the Human Services Building*

A serious leak was recently discovered in a water heater at the Human Services Building. The water heater is at least 15 years old and there is no repair option. A complete failure of the heater will mean no hot water in the building. Among other negative challenges this scenario presents, Meals on Wheels will have to discontinue their service until the unit is replaced. An emergency purchase order was issued to Myers Plumbing and Heating for a total cost of $27,900. As required by County policy, the Facilities Department provided a memorandum explaining this purchase.

4b. **Facilities Department** - *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*

The Facilities Department seeks authorization to award a contract to Clark Construction for installation of a protective barrier wall between the clerk’s counter and the public area at the Veteran’s Memorial Courthouse. Funding for the project is available within the approved CIP, and will not exceed $16,140.

5a. **Potter Park Zoo** - *Resolution Authorizing the 2014 Potter Park Zoo Seasonal Employee Wage Schedule*

Recent adjustments to minimum wage requirements caused the Parks Department to alter wages paid to certain employees. The Potter Park Zoo Board would like to maintain equity between similarly scored Parks Department employees and Potter Park Zoo employees. The Zoo Board proposes the following changes:

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<th>2014 WAGE RATE</th>
<th>1st Year</th>
<th>2nd Year</th>
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<tr>
<td>Public Safety/Park Rangers</td>
<td>10.37</td>
<td>11.60</td>
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<tr>
<td>Maintenance Workers</td>
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<td>Public Safety/Park Rangers</td>
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</tr>
<tr>
<td>Maintenance Workers</td>
<td>8.15</td>
<td>8.40</td>
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</table>

This adjusted schedule will become effective upon approval of the Board of Commissioners.

5b. **Potter Park Zoo** - *Resolution Authorizing a Transfer of Funds for the New Red Panda Exhibit*

Potter Park Zoo officials recently learned that red panda exhibit is located too close to a big cat exhibit, resulting in health and breeding challenges for the red pandas. The Zoo will not be eligible to receive a female red panda for breeding purposes until their exhibit is relocated. A section of the
Feline Primate House was repurposed to accommodate the spider monkeys. With suitable renovations, the present spider monkey exhibit, located away from the big cats, can serve as a new home for the red pandas. Potter Park Zoo proposes to cancel the previously authorized Bongo Exhibit project and reassign that $50,000 allocation to the new Red Panda Exhibit.

5c. **Potter Park Zoo** - Resolution Authorizing Potter Park Zoo Funding for the Moose Exhibit

Potter Park Zoo recently acquired a moose and hopes to raise funds for construction of a new moose habitat. Willow the moose has been housed at the clinic since her arrival and will soon outgrow that area. Zoo officials seek Board approval to use of up to $500,000 from the Potter Park Zoo millage fund balance to construct and equip, as necessary, a moose exhibit within the Duck Pond area of the Zoo in a manner consistent with the amended Potter Park Zoo Master Plan. It is hoped that $400,000 of this commitment will be repaid to the Zoo millage fund through fund raising efforts over the next five years.

6a. **Road Department** - 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

Meridian Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on various roads in Meridian Township because of normal deterioration. Act 51 of 1951 requires funds expended by the Road Department to be matched by funds from other sources - typically the Townships. Projects and their proposed treatments are selected by Road Department staff and the respective Townships based on the needs and conditions of the roads.

Project bids recommended for approval require separate contracts and thus involve separate resolutions, as they involve differing work and/or are in different townships. The projects involve pavement recycling and asphalt resurfacing on various streets, as listed in applicable resolutions. A few submitted bids were higher than cost estimates, so resolutions to accepting those proposals are contingent upon the Township accepting, modifying, or rejecting the bid.

Gallagher Asphalt Corporation of Thornton, Illinois submitted the lowest responsive and responsible bid for this project at $292,511.98. The Road Department requests establishment of a 10% contingency fund ($29,251.20) for any additional work the township may request and for unidentified and unforeseen problems that may occur. Any additional cost will be funded by Meridian Township as cited in the previously approved township agreement.

6b. **Road Department** - 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

Meridian Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on various roads in Meridian Township because of normal deterioration. Act 51 of 1951 requires funds expended by the Road Department to be matched by funds from other sources - typically the Townships. Projects and their proposed treatments are selected by Road Department staff and the respective Townships based on the needs and conditions of the roads.

Project bids recommended for approval require separate contracts and thus involve separate resolutions, as they involve differing work and/or are in different townships. The projects involve
pavement recycling and asphalt resurfacing on various streets, as listed in applicable resolutions. A few submitted bids were higher than cost estimates, so resolutions to accepting those proposals are contingent upon the Township accepting, modifying, or rejecting the bid.

Michigan Paving and Materials Company of Lansing, Michigan submitted the lowest responsive and responsible bid for this project at $626,234.50. The Road Department requests establishment of a 10% contingency fund ($62,623.45) for any additional work the township may request and for unidentified and unforeseen problems that may occur. Any additional cost will be funded by Meridian Township as cited in the previously approved township agreement.

6c. **Road Department** - 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

Lansing Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on various roads in Lansing Township because of normal deterioration. Act 51 of 1951 requires funds expended by the Road Department to be matched by funds from other sources - typically the Townships. Projects and their proposed treatments are selected by Road Department staff and the respective Townships based on the needs and conditions of the roads.

Project bids recommended for approval require separate contracts and thus involve separate resolutions, as they involve differing work and/or are in different townships. The projects involve pavement recycling and asphalt resurfacing on various streets, as listed in applicable resolutions. A few submitted bids were higher than cost estimates, so resolutions to accepting those proposals are contingent upon the Township accepting, modifying, or rejecting the bid.

Gallagher Asphalt Corporation of Thornton, Illinois submitted the lowest responsive and responsible bid for this project at $10,794.30. The Road Department requests establishment of a 10% contingency fund ($1,079.43) for any additional work the township may request and for unidentified and unforeseen problems that may occur. Any additional cost will be funded by Lansing Township as cited in the previously approved township agreement.

6d. **Road Department** - 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

Lansing Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on various roads in Lansing Township because of normal deterioration. Act 51 of 1951 requires funds expended by the Road Department to be matched by funds from other sources - typically the Townships. Projects and their proposed treatments are selected by Road Department staff and the respective Townships based on the needs and conditions of the roads.

Project bids recommended for approval require separate contracts and thus involve separate resolutions, as they involve differing work and/or are in different townships. The projects involve pavement recycling and asphalt resurfacing on various streets, as listed in applicable resolutions. A few submitted bids were higher than cost estimates, so resolutions to accepting those proposals are contingent upon the Township accepting, modifying, or rejecting the bid.
Michigan Paving and Materials Company of Lansing, Michigan submitted the lowest responsive and responsible bid for this project at $75,990.75. The Road Department requests establishment of a 10% contingency fund ($7,599.08) for any additional work the township may request and for unidentified and unforeseen problems that may occur. Any additional cost will be funded by Lansing Township as cited in the previously approved township agreement.

6e. **Road Department** - 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

The Road Department recommends that the Board of Commissioners formally reject a bid from Gallagher Asphalt Corporation for hot in place recycling and related work on Kinawa Road in Meridian Township. This recommendation was made upon a determination that it will be more advantageous for the County to award a single contract in conjunction with a separate project (see Agenda Item 6f, below).

6f. **Road Department** - 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

The Road Department seeks to resurface of Kinawa Road from Okemos Road to Dobie Road in Meridian Township along with Bennett Road from Hagadorn Road to Okemos Road. Funding for the Bennett Road project falls under a federal aid project. The Kinawa Road project is not on the federal aid project list and therefore will not become a federal aid project anytime soon.

The Department recently received notice of additional Crumb Rubber Modified Asphalt (CRMA) research trial grant funding in the amount of approximately $177,000. Road Department staff recommends the County utilize additional CRMA funds by adding the Kinawa Road resurfacing project to the Bennett-Kinawa corridor project. This action eliminates the need for hot in place recycling and related work on Kinawa Road (see Agenda Item 6e, above). No township funds are involved in this project, therefore there is no corresponding resolution for a township agreement for the Kinawa project.

Michigan Paving and Materials Company, of Lansing, Michigan submitted the lowest responsive and responsible bid for this project at $437,703.50. The Road Department requests establishment of a 10% contingency fund ($43,770.35) for unidentified and unforeseen problems that may occur.

6g. **Road Department** - 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

In response to a formally submitted petition, Delhi Township wishes to initiate an asphalt crushing, shaping, resurfacing and miscellaneous repair project on the streets of Lamoreaux No. 3 Subdivision. This work is necessary because of normal pavement deterioration over time. These repairs will be funded through a Special Assessment District as part of the 2014 Local Road Program (see Agenda Item 6j, below).

Rieth-Riley Construction Co., of Mason, Michigan submitted the lowest responsive and responsible bid for this project at $342,974.50. The Road Department requests establishment of a 10% contingency fund ($34,297.45) for any additional work the township may request for unidentified
and unforeseen problems that may occur. Any additional cost will be funded by Delhi Township as cited in the township agreement.

6h. **Road Department** - Resolution to Approve Local Road Agreement with Leslie Township for the Ingham County Road Department

Leslie Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $49,467.84. A County Road Department allocation of $24,733.92 was reserved for local road improvements in Leslie Township.

6i. **Road Department** - Resolution to Approve Local Road Agreement with Lansing Township for the Ingham County Road Department

Lansing Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $77,000. A County Road Department allocation of $40,000 was reserved for local road improvements in Lansing Township.

6j. **Road Department** - Resolution to Approve Local Road Program Agreement with Delhi Township for the Ingham County Road Department

Delhi Township seeks improvements to the local roads of Lamoreaux No. 3 subdivision, a total distance of approximately one mile. Improvements include existing pavement crushing and shaping, asphalt re-paving, with curb and gutter repair and manhole adjustment where necessary and other related work at a total estimated cost of $320,000. With approval of the Board of Commissioners, the Road Department will initiate improvements per bids recently let and to be approved by way of a separate resolution (see Agenda Item 6g, above). The Township will pay the entire cost of proposed improvements by way of a Special Assessment District (SAD), subject to an affirmative vote of the Township Board on August 6, 2014.

6k. **Road Department** - Resolution to Approve Local Road Agreement with Alaiedon Township for the Ingham County Road Department

Alaiedon Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $137,000. A County Road Department allocation of $30,000 was reserved for local road improvements in Alaiedon Township.

6l. **Road Department** - Resolution to Approve Local Road Agreement with Aurelius Township for the Ingham County Road Department

Aurelius Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $70,000. A County Road Department allocation of $24,606.57 was reserved for local road improvements in Aurelius Township.
6m. **Road Department** - Resolution to Approve Local Road Agreement with Ingham Township for the Ingham County Road Department

Ingham Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $44,400. A County Road Department allocation of $22,200 was reserved for local road improvements in Ingham Township.

6n. **Road Department** - Resolution to Approve Local Road Agreement with Meridian Township for the Ingham County Road Department

Meridian Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $920,000. A County Road Department allocation of $115,000 was reserved for local road improvements in Meridian Township.

6o. **Road Department** - Resolution to Approve Local Road Agreement with Williamstown Township for the Ingham County Road Department

Williamstown Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $30,000. A County Road Department allocation of up to $30,000 was reserved for local road improvements in Williamstown Township.

6p. **Road Department** - Resolution to Approve Local Road Agreement with Locke Township for the Ingham County Road Department

Locke Township recently petitioned the Road Department to include improvement projects on local roads throughout the Township as part of the 2014 local road program. These projects involve asphalt wedging and maintenance pads where necessary and single course chip-sealing at a total estimated cost of $99,400. A County Road Department allocation of $44,400 was reserved for local road improvements in Locke Township.

6q. **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 as necessary.

7a. **Human Resources Department** - Resolution Authorizing and Clarifying Pension Benefits for the Fraternal Order of Police, Capital City Lodge No.141 – 911 Non-Supervisory Unit

The 9-1-1 Non-Supervisory collective bargaining unit (Fraternal Order of Police, Capital City Lodge No. 141), Human Resources Department, and Corporation Counsel seek to amend Article 25 of the recently approved collective bargaining agreement to correct and clarify the pension benefits under the Municipal Employees’ Retirement System (MERS). This amendment would take place in the form of a Letter of Agreement incorporated by reference in the draft Resolution.
7b. **Human Resources Department** - Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Supervisory Unit

On Monday, June 16, 2014, OPEIU members for voted in favor of a tentative labor agreement through December 31, 2015. A proposed resolution is offered for Board (employer) approval of the Agreement.

7c. **Human Resources Department** - Resolution Authorizing the Establishment of a MERS Hybrid Plan for Newly Hired Employees Under Local 512 Office and Professional Employees International Union - Supervisory Unit

In conjunction with approval of the labor agreement with OPEIU, it is necessary to adopt a resolution to establish the MERS Hybrid pension plan for this unit.

7d. **Human Resources Department** - Discussion Item - Draft Reorganization Policy

The Human Resources Department developed a draft Department Reorganization Policy that reflects input from committee discussions and department heads. The draft policy is presented for discussion before final consideration at a future County Services Committee meeting.

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

The Parks Department developed a preliminary plan for the Hawk Island Snow Park for the 2014-2015 season. The preliminary plan is presented for discussion before final consideration at a future County Services Committee meeting.

9a. **Controller/Administrator** - Resolution to Submit to the Electorate a Special Millage Question for a Countywide System of Trails and Parks

The Trails and Parks Millage Task Force recently completed its work to review and recommend action on a recreational trails and parks millage proposal. Consistent with past practice and upon recommendation of the Task Force, the proposed millage resolution was referred to corporation counsel for review and comment. Counsel suggested several changes to the proposed ballot text, and Resolutions that reflect both versions of the millage question are submitted for review and consideration of the Committee. Note that it will be necessary for the Board to settle on final ballot language at the July 22 meeting in order to comply with statutory election deadlines.

9b. **Controller/Administrator** - Resolution to Amend a Legal Services Agreement with Cohl, Stoker and Toskey, PC

Cohl, Stoker and Toskey, P.C., acting a corporation counsel for Ingham County, regularly incurs costs related to County business including copies, fax, long-distance telephone charges and computer research. Resolution 11-211 set an annual limit of $10,000 on such expenses, but actual expenses exceeded this limit by $5,700 in 2012 and $10,606 in 2013. These expenses were written off by Cohl, Stoker and Toskey, P.C. In recognition of this trend, Cohl, Stoker and Toskey, P.C. seeks an amendment to the Legal Services Agreement to allow for full reimbursement of these expenses. Discussion at a recent Finance Committee meeting produced an alternate option that would reset the cap at $35,000.
Introducing by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPLY FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY IN THE AMOUNT OF $280,000

WHEREAS, Ingham County government has long term objectives to foster economic well-being and assist their citizens in meeting basic needs; and

WHEREAS, Ingham County has been invited by the Michigan State Housing Development Authority to apply for the Community Development Block Grant designed to provide financial assistance to home owners to make physical improvements to their residential home; and

WHEREAS, the Ingham County Treasurer is requesting permission to apply for the Community Development Block Grant funding on behalf of Ingham County from the Michigan State Housing Development Authority in the amount of $280,000; and

WHEREAS, the grant will rehabilitate approximately seven single family homes in various areas of the County; and

WHEREAS, no project costs will be incurred prior to a formal grant award, completion of the environmental review procedures and formal written authorization to incur costs is received from the Michigan State Housing Development Authority.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes submission of an application from the Ingham County Treasurer for the Community Development Block Grant in the amount of $280,000 to provide financial assistance to home owners to make physical improvements to their residential home within Ingham County.
Attached is a resolution authorizing the submission of a CDBG grant application on behalf of Orchid Orthopedic Solutions, LLC. The grant will provide $300,000 for the training of 35 new employees at their facilities in Delhi Township. At least 51% of the new employees will be persons with low to moderate income. Orchid Orthopedic Solutions, LLC manufactures medical devices such as hip replacements. The company is adding $4,500,000 of new equipment. There is no local match required.

A public hearing is scheduled for July 22, 2014.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR $300,000 FOR THE TRAINING OF NEW EMPLOYEES AT ORCHID ORTHOPEDIC SOLUTIONS, LLC

WHEREAS, Ingham County government has long term objectives to foster economic well-being and assist their citizens in meeting basic needs; and

WHEREAS, Ingham County has been invited by the Michigan Economic Development Corporation to apply for a Community Development Block Grant the training of thirty-five (35) new employees at Orchid Orthopedic Solutions, LLC in Delhi Township, Michigan; and

WHEREAS, Orchid Orthopedic Solutions, LLC is expanding their operation with the purchase and installation of new machinery and equipment with a value of $4,500,000; and

WHEREAS, this expansion will necessitate the hiring of thirty-five (35) new employees who will require extensive training to be able to operate the new machinery and equipment; and

WHEREAS, no matching funds are required of Ingham County; and

WHEREAS, the proposed project is consistent with the Ingham County Community Development Plan as described in the application; and

WHEREAS, this project will support Orchid Orthopedic Solutions creation of 35 new jobs of which at least 51% will be filled by persons of low to moderate income; and

WHEREAS, no project costs will be incurred prior to a formal grant award, completion of the environmental review procedures, and formal written authorization to incur costs is received from the Michigan Economic Development Corporation; and

WHEREAS, the Ingham County Board of Commissioners will hold a public hearing on this application on July 22, 2014 to provide citizens an opportunity to review and comment on the proposed application.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the submission of an application for a Community Development Block Grant in the amount of $300,000 for training funds for thirty-five (35) new jobs at Orchid Orthopedic Solutions, LLC.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign the Part 2 application, all attachments, the Grant Agreement as recommended by the Controller and approved as to form by the County Attorney, and all payment requests.
MEMORANDUM

To: County Services and Finance Committee

Date: June 10, 2014

From: Stacy Byers, Director FOSP Board

RE: 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

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

MSU RS&GIS completed the development of the models for the selection criteria in 2013. The Ingham FOSP Board would like to contract with MSU RS&GIS to implement the models they developed by scoring and ranking future applications. The intent of the contract would also include mapping services to identity soil groupings and proximities to existing services on individual parcels.
MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

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

(For reference purposes)…

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

Proposal Summary:

<table>
<thead>
<tr>
<th>Remote Sensing &amp; GIS Research and Outreach Services (East Lansing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Preparation</td>
</tr>
<tr>
<td>Criteria Adjustment</td>
</tr>
<tr>
<td>Geospatial Model Development, Adjustment and Implementation</td>
</tr>
<tr>
<td>Metadata and Summary Report</td>
</tr>
<tr>
<td>Digital Map Creation</td>
</tr>
<tr>
<td>Additional: Land Cover Mapping (Total cost based on area of interest)</td>
</tr>
<tr>
<td>Total Estimated Cost, minus Land Cover Mapping</td>
</tr>
</tbody>
</table>

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

Recommendation:
The Evaluation Committee recommends awarding a contract to Remote Sensing & GIS Research and Outreach Services at unit prices quoted in its November 6, 2012 response.
INTRODUCED BY COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

WHEREAS, in 2013 the Purchasing Department sought proposals from experienced GIS Contractors, and after review and evaluation, the Evaluation Team recommended that a contract be awarded to Michigan State University Remote Sensing and Geographical Information Systems (MSU RS & GIS), who were determined to be the most qualified candidates; and

WHEREAS, the Ingham County FOSP Board would like to amend the current contract to continue using MSU RS & GIS for mapping services in the future; and

WHEREAS, the cost of this service is estimated at approximately $20,000.00 per year for three years beginning July 1, 2014, ending June 30, 2017, and the FOSP Board has money in the budget to cover this expense.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a three year contract with MSU RS & GIS, not to exceed $20,000.00 per year for three years beginning July 1, 2014 and ending June 30, 2017 for the purpose of data collection and preparation, geospatial modeling and the development of land use cover maps.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary documents 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 1, 2014  
SUBJECT: Emergency Water Heater Replacement at the Human Services Building

This memo is to inform you of an emergency purchase that was made prior to receiving approval from the County Services and Finance Committees.

The water heater in the Human Services Building is at least 15 years old. It is checked annually for problems that require our attention. In January of 2014 an annual check-up was performed and no problems were found.

The water heater is now leaking and there is no repair option. If it completely fails there will be no hot water and among other issues, Meals on Wheels will have to discontinue their service until the unit is replaced. An emergency purchase order has been issued to Myers Plumbing & Heating for a total cost of $27,900.00.

Funds for this purchase are available in Line Item 631-23304-931000 for Human Services Building Maintenance.

Both the Controller and Facility Director approved this purchase.
MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: June 30, 2014

SUBJECT: 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

The resolution before you authorizes awarding a contract to Clark Construction to install a protective barrier wall between the clerks counter and the public area at the Veteran’s Memorial Courthouse, for a not to exceed cost of $16,140.00.

Clark Construction, a local company who submitted the lowest quote, has the recommendation of both the Purchasing and Facilities Departments.

Funding for the project is available within the approved CIP Line Item #245-26710-976000-4FC11 for separation wall / VMC clerk’s counter.

I recommend approval of this resolution.
MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: July 2, 2014

SUBJECT: Proposal Summary for a Separation Wall in the Clerk’s Office.

Project Description:
The Ingham County Purchasing Department sought quotes for a separation wall in the Clerk’s Office at the Veterans Memorial Courthouse for security purposes.

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

<table>
<thead>
<tr>
<th>Company</th>
<th>Cost</th>
<th>Local Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clark Construction Company, 3535 Moores River Drive, Lansing, MI 48911</td>
<td>$16,140.00</td>
<td>Yes</td>
</tr>
<tr>
<td>Laux Construction, 4218 Charlar Drive, Holt, MI 48842</td>
<td>$25,500.00</td>
<td>Yes</td>
</tr>
<tr>
<td>LJ Trumble, 2331 N. Larch, Lansing MI 48906</td>
<td>No Bid</td>
<td>Reason: Current Workload</td>
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</table>

Recommendation:
The Evaluation Committee recommends awarding a contract to Clark Construction Company, a local vendor, in an amount not to exceed $16,140, which is inclusive of the payment of prevailing wages. In addition to submitting the lowest responsive proposal, Clark Construction Company is licensed, bonded and insured, and has other relevant experience working on projects of similar size and scope.
Agenda Item 4b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, when the clerks at the Veteran’s Memorial Courthouse serve the public the space between them is open and this has the potential to cause a serious safety issue; and

WHEREAS, the installation of a protective barrier wall would provide safety and security for County employees; and

WHEREAS, after careful review of the bids the Purchasing and Facilities Departments both agree that the contract be awarded to Clark Construction who submitted the lowest responsive and responsible bid of $16,140.00 for the installation of a protective barrier wall in the clerk’s area at the Veteran’s Memorial Courthouse; and

WHEREAS, funds for this project are available in the approved CIP Line Item 245-26710-976000-4FC11 which has a balance of $35,000.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Clark Construction, 3535 Moores River Drive, Lansing, Michigan 48911 to install a protective barrier wall between the clerk’s counter and the public area for a not to exceed cost of $16,140.00 to provide safety and security for County employees in the clerk’s area while they are serving the public.

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: PPZ Advisory Board, County Services and Finance Committees
FROM: Sherrie Graham, Zoo Director
DATE: June 10, 2014
SUBJECT: Seasonal Employee Wage Schedule

Potter Park and Potter Park Zoo need to establish a seasonal wage schedule. Although we are now our own department, it is important to keep this schedule equitable with the Parks Department because of similar positions and job descriptions of these seasonal employees.

We are proposing mirroring the wage rates of the Parks Department.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE 2014 POTTER PARK ZOO SEASONAL EMPLOYEE WAGE SCHEDULE

WHEREAS, the Potter Park Zoo Board needs to establish seasonal wage rates; and

WHEREAS, the Potter Park Zoo Board would like to maintain equity between the Parks Department and the Potter Park Zoo; and

WHEREAS, the Potter Park Zoo Board would also like to mirror the Parks Department wage amendment schedule due to the adoption of the new minimum wage for employees within the State of Michigan which is effective September 1, 2014.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the Potter Park Zoo seasonal wage rates as shown below:

### 2014 WAGE RATE
(current schedule)

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<thead>
<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
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</thead>
<tbody>
<tr>
<td>Public Safety/Park Rangers</td>
<td>10.37</td>
<td>11.60</td>
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<tr>
<td>Maintenance Workers</td>
<td>7.75</td>
<td>8.00</td>
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### 2014 WAGE RATE
(effective August 23, 2014)

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<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety/Park Rangers</td>
<td>10.37</td>
<td>11.60</td>
</tr>
<tr>
<td>Maintenance Workers</td>
<td>8.15</td>
<td>8.40</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, the 2014 Potter Park Zoo seasonal wage rate schedule will become effective upon approval of the Board of Commissioners.
MEMORANDUM

To: PPZ Advisory Board, County Services and Finance Committees

FROM: Sherrie Graham, Zoo Director

DATE: June, 10 2014

SUBJECT: Capital Improvement Project Line Item Transfer

Over the past couple of years our red pandas have had some health issues and have failed to breed. In consulting with the Red Panda SSP, we have learned our current exhibit is located to close to our big cats. They will not send us a female for breeding purposes until we move the exhibit. We have repurposed a section of the Feline Primate House to accommodate the spider monkeys and so their present space will be ready to make suitable renovations and create a new home for our red panda, away from the big cats. If we want to breed red pandas it is imperative to proceed with this renovation as soon as possible. The Bongo Exhibit, Project Code 1408, included in the 2014 CIP has $50,000 budgeted. The repairs to this exhibit are primarily cosmetic. Their current home threatens neither the welfare nor the breeding of the Bongos. Therefore, we would like to cancel the Bongo Exhibit project and transfer the money therein to the renovation of the new Red Panda Exhibit.

We are proposing a line item transfer of $50,000 to complete this new exhibit.
WHEREAS, the Red Panda Species Survival Plan (SSP) will not allow Potter Park Zoo to receive a female Red Panda for breeding until the current exhibit is moved; and

WHEREAS, the proposed changes to the bongo exhibit budgeted for within the 2014 Capital Improvement budget are primarily cosmetic and have no impact on the breeding or welfare of the Bongos; and

WHEREAS, the Potter Park Zoo Board supported this transfer of funds at their June 11, 2014 meeting.

THEREFORE BE IT RESOLVED, the Board of Commissioners approves the transfer of $50,000 currently in the Capital Improvement Project, Bongo Exhibit, line item 258-69900-977000-1408Z, to the Red Panda Project, line item 258-69900-977000-1411Z.

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

TO: PPZ Advisory Board, County Services and Finance Committees
FROM: Sherrie Graham, Zoo Director
DATE: June 11, 2014
SUBJECT: Funding for the Moose Exhibit

Before I began as the Director of Potter Park Zoo, the DNRs of both Alaska and Michigan along with other governmental entities had approved Potter Park Zoo as the recipient of up to three orphaned Alaskan Moose. We received our first moose in August of 2013. Willow lived quite comfortably in the clinic area for nine months. She has outgrown that area and was put out on exhibit in the old ostrich/oryx exhibit on May 30. Currently half grown and weighing in at around 400 pounds, she will be able to stay in this area for about the next 9-12 months. By that time she will need a bigger exhibit.

An amendment to the Master Plan will allow for our new moose exhibit to be placed in the current duck pond area. Architectural and engineering services for the renovations estimate the cost to be $480,315.22. This money will be raised through philanthropy and CIP allocations. However, in order to complete a more suitable home for our growing moose and be prepared for the next male moose who will be coming later this summer, we need to begin construction on this exhibit as soon as possible.

We are proposing a $500,000 advance from the Potter Park Zoo fund balance. Funds would be transferred from the fund balance line item #258-69200-818000-698000 to a new project code designated for the moose exhibit as a one-time transfer. We are also proposing $400,000, of this commitment will be paid back to the Potter Park Zoo Fund over a five year period.
Agenda Item 5c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING POTTER PARK ZOO FUNDING FOR THE MOOSE EXHIBIT

WHEREAS, the Potter Park Zoo Master Plan includes the development of a Moose Exhibit within the North American area; and

WHEREAS, Resolution #12-350 was adopted by the Board of Commissioners on October 23, 2012 which amended the Master Plan to relocate the Moose Exhibit to the Duck Pond area; and

WHEREAS, the engagement of Landscape Architects & Planners, Inc. was approved in Resolution #13-118 on March 26, 2013 to provide architectural and engineering services for the renovations to the Moose Exhibit; and

WHEREAS, the preliminary cost estimate for the Moose Exhibit totaled $480,315.22; and

WHEREAS, potential donors identified for this project have not yet contributed; and

WHEREAS, the Moose, Willow, came from Alaska on August 27, 2013 and has been housed at the clinic since her arrival and will be outgrowing her area soon; and

WHEREAS, Willow will be moved temporarily to the Oryx/Ostrich Exhibit to provide more space as she grows throughout the summer of 2014; and

WHEREAS, for the welfare of Willow a larger space will be necessary by the Spring of 2015; and

WHEREAS, recent statutory changes enacted by the State of Alaska to prohibit orphan moose exports in the near future have caused Potter Park Zoo to accelerate plans to acquire a male moose in order to establish a breeding pair.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the use of up to $500,000 from the Potter Park Zoo millage fund balance to construct and equip, as necessary, a Moose Exhibit within the Duck Pond area of the Zoo in a manner consistent with the amended Potter Park Zoo Master Plan.

BE IT FURTHER RESOLVED, millage funds shall be transferred from fund balance line item #258-69200-698010 to a new project code designated for the moose exhibit as a one-time transfer.

BE IT FURTHER RESOLVED, that $400,000 for this commitment will be paid back to the Potter Park Zoo Millage Fund over a five year period through fund raising efforts pursued by Potter Park Zoological Society.

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

TO: County Services and Finance Committees

FROM: William Conklin, Managing Director, Road Department

DATE: July 2, 2014

SUBJECT: Bid Package 82-14, 2014 Local Road Program Bid Recommendations & Resolutions

The annual Local Road Program involves both contracted, outsourced road construction and Road Department crew-performed work to complete construction and heavy maintenance on the county local (as opposed to primary) road system. As discussed in a prior cover memo for Township match funding agreements, PA 51 of 1951 requires Act 51 funds expended by the Road Department on local roads is to be matched by funds from other sources - typically the Townships. Agreements with Townships, on both the current and prior meeting agendas, have been submitted for approval for this purpose. Projects and their proposed treatments are selected by Road Department staff and the respective Townships, based on the needs and conditions of the roads.

At the bottom of this memo you will find a bid tabulation for all bids received for each of the 7 projects and attached are recommended resolutions to award contracts to bidders on various projects to be constructed by contractors. All of the bidders are MDOT pre-qualified, well experienced and equipped for their type of work. These are projects that require more asphalt paving and/or other types of work than the Road Department is equipped to perform economically. The bid tabulation and resolutions reflect bids received for Ingham County Bid Packet #82-14, which included 7 separate projects or “items” to bid on. The project bids recommended for approval will require separate contracts and thus involve separate resolutions, as they involve differing work and/or are in differing townships. The projects involve pavement recycling and asphalt resurfacing on various streets, listed in the resolutions, within Meridian, Delhi, and Lansing Townships.

Note that due to some bids coming in higher than estimates, the resolutions for accepting the bids include language for accepting these bids contingent upon the various Townships also accepting, modifying, or rejecting these bids at their respective upcoming Township Board meetings. We request and recommend that the Board of Commissioners approve these resolutions contingent upon the respective Townships’ approvals of these bids in order to save time in executing contracts for these projects and thus get the projects completed within the current construction season, as the next opportunity for Board of Commissioner approval of the bids would not be until the August meeting. The respective contracts will then be prepared commensurate with the final scope of the respective projects as approved by the respective Townships.

One of the projects included in this year’s local road bid package is actually a primary road, Kinawa Road, Okemos to Dobie Roads in Meridian Township. Resurfacing of this road is proposed as it is in need, Bennett Road, Hagadorn to Okemos Roads, is being resurfaced under a federal aid project this year, and resurfacing Kinawa would complete this heavily used east-west primary corridor, which also serves several schools in the area. Furthermore Kinawa Road is not on the federal aid project list and thus would not become a federal aid project anytime soon. Additionally we received notice recently that additional Crumb Rubber Modified Asphalt (CRMA) research trial grant funding in the amount of approximately $177,000 is available in 2014 from the...
Michigan Department of Environmental Quality (MDEQ) that another county could not use. CRMA grant funding and trial CRMA is also being used on the adjacent Bennett road project. Thus staff recommends using this additional CRMA match opportunity to add Kinawa Road to the completion of resurfacing in the heavily used Bennett-Kinawa corridor. Therefore we added a local bid letting for Kinawa Road to the local road program bid package, 82-14. The remainder of the Kinawa Road project is being funded by the Road Department (County Road Fund) from available 2014 budget we have for primary road maintenance. No township funds are involved in this project, therefore there is no corresponding resolution for a township agreement for the Kinawa project.

Also note that on the projects involving Hot In Place Recycling (HIPR), which is a type of pavement recycling done to improve the existing pavement prior to resurfacing with new asphalt, typically a separate bid is let and contract awarded for the HIPR work as this is work typically performed by contractors specializing in this type of work. However on the Kinawa Road project, the HIPR was bid both separately and in with the general asphalt resurfacing bid to have the flexibility to award the HIPR work on Kinawa either separately or in with the general asphalt resurfacing contact. Based on the bids received, items V and VI for the Kinawa Road project, staff is recommending approval only of the general asphalt resurfacing bid, item VI, which includes HIPR, and rejection of the separate HIPR bid for Kinawa Road, item V.

Approval of the attached resolutions is therefore recommended.

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Gallagher Asphalt</th>
<th>MI Paving &amp; Materials</th>
<th>Rieth Riley</th>
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Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, Meridian Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on the various streets listed below in Meridian Township, due to normal deterioration over time; and

WHEREAS, a separate resolution has been submitted to be acted upon by the Ingham County Board of Commissioners for entering into an agreement with Meridian Township to fund these repairs under the 2014 Local Road Program; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item I; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Gallagher Asphalt Corporation, Thornton, Illinois, submitted the lowest responsive and responsible bid at $292,511.98, for Item I of Bid Packet #82-14, which is for the hot in place recycling phase of this project; and

WHEREAS, a contingency is being requested in the amount of 10%, $29,251.20, for any additional work the township may request and/or unidentified and unforeseen problems that may occur during the process with said additional cost, if incurred, to be funded per the township agreement to be separately approved, and

WHEREAS, the scope of the project may need to be reduced to fit available Township budget, which may be determined by the Meridian Township Board of Trustees at a future meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Gallagher Asphalt Corporation, Thornton, Illinois, for the Hot In Place recycling and related work as specified in the Ingham County Road Department’s Bid Packet # 82-14, Item I, for the low bid cost with 10% contingency of $321,763.18, or as reduced per direction to be received from Meridian Township.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, Meridian Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing, failed pavement area replacement, and miscellaneous curb and sidewalk ramp repairs are needed on the Meridian Township local roadways listed under this resolution due to normal deterioration over time; and

WHEREAS, a separate resolution has been submitted to be acted upon by the Ingham County Board of Commissioners for entering into an agreement with Meridian Township to fund these repairs under the 2014 Local Road Program; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item II; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Michigan Paving and Materials Co., of Lansing, Michigan, submitted the lowest responsive and responsible bid at $626,234.50, for Item II of Bid Packet #82-14; and

WHEREAS, a contingency is being requested in the amount of 10%, $62,623.45, for any additional work the township may request, and/or unidentified and unforeseen problems that may occur during the process with said additional cost, if incurred, to be funded per the township agreement to be separately approved; and

WHEREAS, the scope of the project may need to be reduced to fit available Township budget, which is to be determined by the Meridian Township Board of Trustees at a future meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Michigan Paving and Materials Co., of Lansing, Michigan, for the asphalt resurfacing, repairs, and related work as specified in the Ingham County Road Department’s Bid Packet #82-14, Item II, for the low bid cost with 10% contingency of $688,857.95, or as reduced per direction to be received from Meridian Township.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
# 2014 Meridian Township Local Road Program

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<thead>
<tr>
<th>Section</th>
<th>Street</th>
<th>From</th>
<th>To</th>
<th>Length (ft)</th>
<th>Width (ft)</th>
<th>HIPR/Resurface (SYD)</th>
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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

WHEREAS, Lansing Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing and repairs are needed on Boynton Street, Willow Road to Snow Glen Street, Lansing Township, due to normal deterioration over time; and

WHEREAS, a separate resolution has been submitted to be acted upon by the Ingham County Board of Commissioners for entering into an agreement with Lansing Township to fund these repairs under the 2014 Local Road Program; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item III; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Gallagher Asphalt Corporation, Thornton, Illinois, submitted the lowest responsive and responsible bid at $10,794.30, for Item III of Bid Packet #82-14, which is for the Hot In Place recycling phase of this project; and

WHEREAS, a contingency is being requested in the amount of 10%, $1,079.43, for any additional work the township may request and/or unidentified and unforeseen problems that may occur during the process with said additional cost, if incurred, to be funded per the township agreement to be separately approved; and

WHEREAS, the scope of the project may need to be reduced to fit available Township budget, which may be determined by the Lansing Township Board of Trustees at a future meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Gallagher Asphalt Corporation, Thornton, Illinois, for the Hot In Place recycling and related work as specified in the Ingham County Road Department’s Bid Packet #82-14, Item III, for the low bid cost with 10% contingency of $11,873.73, or as reduced per direction to be received from Lansing Township.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
Agenda Item 6d

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, Lansing Township and the Ingham County Road Department have agreed that pavement recycling, asphalt resurfacing, failed pavement area replacement, and miscellaneous curb and sidewalk ramp repairs are needed on the Lansing Township local roadways listed under this resolution due to normal deterioration over time; and

WHEREAS, a separate resolution has been submitted to be acted upon by the Ingham County Board of Commissioners for entering into an agreement with Lansing Township to fund these repairs under the 2014 Local Road Program; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item IV; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Michigan Paving and Materials Co., of Lansing, Michigan, submitted the lowest responsive and responsible bid at $75,990.75, for Item IV of Bid Packet #82-14; and

WHEREAS, a contingency is being requested in the amount of 10%, $7,599.08, for any additional work the township may request and/or unidentified and unforeseen problems that may occur during the process with said additional cost, if incurred, to be funded per the township agreement to be separately approved; and

WHEREAS, the scope of the project may need to be reduced to fit available Township budget, which is to be determined by the Lansing Township Board of Trustees at a future meeting and/or Road department crews may perform certain work items of the contract at less than low bid cost to have the project fit available budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Michigan Paving and Materials Co., of Lansing, Michigan, for the asphalt resurfacing, repairs, and related work as specified in the Ingham County Road Department’s Bid Packet #82-14, Item IV, for the low bid cost with 10% contingency of $83,589.83, or as reduced per direction to be received from Lansing Township.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
<table>
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<th>Street</th>
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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

WHEREAS, resurfacing of Kinawa Road, a primary road, Okemos to Dobie Roads in Meridian Township, is proposed as it is in need of resurfacing; and

WHEREAS, Bennett Road, Hagadorn to Okemos Roads, is being resurfaced under a federal aid project this year, and resurfacing Kinawa would complete this heavily used east-west Bennett-Kinawa Roads primary corridor, which also serves several schools in the area; and

WHEREAS, Kinawa Road is not on the federal aid project list and thus would not become a federal aid project anytime soon; and

WHEREAS, The Road Department received notice recently that additional Crumb Rubber Modified Asphalt (CRMA) research trial grant funding in the amount of approximately $177,000 is available in 2014 from the Michigan Department of Environmental Quality (MDEQ) that another county could not use, which will help fund the resurfacing of Kinawa Road; and

WHEREAS, The remainder of the Kinawa Road project is being funded by the Road Department from available 2014 County Road Fund budget for primary road maintenance; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for a separate work item to perform Hot In Place Recycling (HIPR) on the Kinawa Road project, being Item V of Bid Packet #82-14, prior to a general contract to resurface Kinawa Road, being Item VI of Bid Packet #82-14; and

WHEREAS, The Road department also received bids for the general asphalt resurfacing and other miscellaneous repairs on the Kinawa Road project, which bid also included a work item bid for HIPR as part of this general project, being Item VI of Bid packet #82-14; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that it will be more advantageous to the County to only award a contract on Item VI of Bid Packet 82-14 and reject the bid for Item V of the same bid packet; and

WHEREAS, Gallagher Asphalt Corporation, Thornton, Illinois, submitted the only bid for Item V of Bid Packet #82-14, at $90,882.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners rejects the bid from Gallagher Asphalt Corporation, Thornton, Illinois, for the hot in place recycling and related work on Kinawa Road, Okemos to Dobie Roads, Meridian Township, as specified in the Ingham County Road Department’s Bid Packet #82-14, Item V.
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

WHEREAS, resurfacing of Kinawa Road, a primary road, Okemos to Dobie Roads in Meridian Township, is proposed as it is in need of resurfacing; and

WHEREAS, Bennett Road, Hagadorn to Okemos Roads, is being resurfaced under a federal aid project this year, and resurfacing Kinawa would complete this heavily used east-west Bennett-Kinawa Roads primary corridor, which also serves several schools in the area; and

WHEREAS, Kinawa Road is not on the federal aid project list and thus would not become a federal aid project anytime soon; and

WHEREAS, The Road Department received notice recently that additional Crumb Rubber Modified Asphalt (CRMA) research trial grant funding in the amount of approximately $177,000 is available in 2014 from the Michigan Department of Environmental Quality (MDEQ) that another county could not use, which will help fund the resurfacing of Kinawa Road; and

WHEREAS, The remainder of the Kinawa Road project is being funded by the Road Department from available 2014 County Road Fund budget for primary road maintenance; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item VI; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Michigan Paving and Materials Co., of Lansing, Michigan, submitted the lowest responsive and responsible bid at $437,703.50, for Item VI of Bid Packet #82-14; and

WHEREAS, a contingency is being requested in the amount of 10%, $43,770.35, for any additional work found necessary, and/or unidentified and unforeseen problems that may occur during construction.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Michigan Paving and Materials Co., of Lansing, MI, for the asphalt recycling and resurfacing, miscellaneous repairs, and related work as specified in the Ingham County Road Department’s Bid Packet #82-14, Item VI, for the low bid cost with 10% contingency of $481,473.85.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves having a 10% contingency for this project.

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

WHEREAS, Delhi Township received a petition for, and will administer a Special Assessment District (SAD) for, and the Ingham County Road Department has agreed to administer a construction contract for, a project for asphalt crushing, shaping, resurfacing and miscellaneous repairs on the streets of Lamoreaux No. 3 Subdivision in section 12 of Delhi Township, which is necessary due to normal pavement deterioration over time; and

WHEREAS, a separate resolution has been submitted to be acted upon by the Ingham County Board of Commissioners for entering into an agreement with Delhi Township to fund these repairs entirely under the SAD as part of the 2014 Local Road Program; and

WHEREAS, the Ingham County Purchasing and Road Departments solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #82-14, Item VII; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Rieth-Riley Construction Co., of Mason, Michigan, submitted the lowest responsive and responsible bid at $342,974.50, for Item VII of Bid Packet #82-14; and

WHEREAS, a contingency is being requested in the amount of 10%, $34,297.45, for any additional work found necessary, and/or unidentified and unforeseen problems that may occur during the project with said additional cost, if incurred, to be funded per the township agreement to be separately approved; and

WHEREAS, the scope of the project may need to be reduced to fit available SAD budget, which would be determined by the Delhi Township Board of Trustees at a future meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Rieth-Riley Construction Co., of Mason, Michigan, for the asphalt crushing, shaping, resurfacing and miscellaneous repairs on the streets of Lamoreaux No. 3 Subdivision in section 12 of Delhi Township as specified in the Ingham County Road Department’s Bid Packet #82-14, Item VII, for the low bid cost with 10% contingency of $377,271.95, or as reduced per any direction received from Delhi Township.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
Agenda Item 6h

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT
WITH LESLIE TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Leslie Township desires that improvements be performed on Covert Road between Eden and Wright Roads to include asphalt maintenance skip-paving where necessary, approximately 760 tons of asphalt paving total, at an estimated cost of $49,467.84; and

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

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

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost shall be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014, the County on behalf of the Road Department has allocated to Leslie Township’s local roads, a maximum sum of $24,000 plus carryover from 2013 of $733.92 for a total available in 2014 of $24,733.92 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute one half up to a maximum of $24,733.92 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate the cost savings shall be split evenly between the parties.

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LANSING TOWNSHIP
FOR THE INGHAM COUNTY ROAD DEPARTMENT

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

<table>
<thead>
<tr>
<th>Street</th>
<th>From</th>
<th>To</th>
<th>Length (ft)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boynton</td>
<td>Willow</td>
<td>Snow Glen</td>
<td>871</td>
</tr>
<tr>
<td>Foster</td>
<td>Marguerite</td>
<td>Woodruff</td>
<td>350</td>
</tr>
<tr>
<td>Marguerite</td>
<td>at Hayford</td>
<td></td>
<td>150</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total 1371</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total Miles 0.3</td>
</tr>
</tbody>
</table>

to include Hot In Place Recycling (HIPR) (on Boynton St) or failed pavement removal (half width on Foster and Marguerite streets), asphalt resurfacing in the HIPR or failed pavement removal areas, with curb and gutter repair, sidewalk ramp upgrades, and manhole adjustment where necessary at a total estimated cost of $77,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken partially by a contract per bids recently let and to be approved in a separate resolution by the Board of Commissioners, and the remainder by Road Department crews, and to pay for a portion of the cost of said improvements from the County Road Fund; and

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

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed partially under a contract per bids recently let and to be approved in a separate resolution by the Board of Commissioners and the remainder by Road Department crews (failed pavement removal and replacement on Foster and Marguerite streets) during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014, the Road Department has allocated to Lansing Township’s local roads, a maximum sum of $40,000.00, from the County Road Fund which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $40,000.00 from the County Road Fund toward the cost of said improvement.
BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than twice the maximum Road Department match amount set forth above ($80,000.00) the savings shall be split evenly between the Township and the Road Department.

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD PROGRAM AGREEMENT WITH DELHI TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, subject to final approval by its Township Board of Trustees at their August 6, 2014, regularly scheduled meeting, Delhi Township desires that improvements be performed on the local roads of Lamoreaux No. 3 subdivision shown highlighted on the attached exhibit, a total distance of approximately 1 mile, to include existing pavement crushing and shaping, asphalt re-paving, with curb and gutter repair and manhole adjustment where necessary and other related work at a total estimated cost of $320,000.00; and

WHEREAS, Delhi Township may need to reduce the scope of this project to fit available budget, which is to be determined by its Township Board of Trustees at their August 6, 2014, regularly scheduled meeting; and

WHEREAS, the County on behalf of the Road Department is willing to cause said improvements to be undertaken per a contract per bids recently let and to be approved in a separate resolution by the Board of Commissioners; and

WHEREAS, the Township is willing to pay the entire cost of said improvements per a Township administered Special Assessment District (SAD) subject to final approval by its Township Board of Trustees at their August 6, 2013, regularly scheduled meeting.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under a contract per bids recently let and to be approved in a separate resolution by the Board of Commissioners during the construction season of the 2014 calendar year subject to final approval by, or as modified by the Delhi Township Board of Trustees at their August 6, 2014, regularly scheduled meeting.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for the entire final cost of this project.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.
Agenda Item 6k

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH ALAIEDON TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

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

Stillman Road, Sandhill to Meridian Roads
Button and Every Roads, Jolly to Meridian Roads
Lamb Road, Okemos to Walline Roads

a total distance of approximately 5.9 miles, to include asphalt maintenance skip-paving where necessary and single course chip-sealing throughout, and settlement repair on Lamb Road between Simmons and Walline Roads, at a total estimated cost of $137,000.00 for materials only; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken by Road Department crews and to contribute labor and pay for a portion of the cost of said improvements from the County Road Fund; and

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

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by road department crews during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014, the County on behalf of the Road Department has allocated to Alaiedon Township’s local roads, a maximum sum of $30,000.00, from the county road fund which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $30,000.00 toward the cost of said improvement from the County Road Fund and to provide labor by road department crews without charge to the project.

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

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Alaiedon Township to effect the above described local road improvements as provided above.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.
RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH AURELIUS TOWNSHIP
FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Aurelius Township desires that improvements be performed on Edgar Road, Bunker to Columbia Roads, a distance of approximately 2.0 miles, as part of the 2014 local road program, to include asphalt maintenance skip-paving where necessary and single course chip-sealing throughout, at a total estimated cost of $70,000.00 for materials to be applied by Road Department crews; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to contribute labor where indicated above without additional charge to the Township; and

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

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match contribution set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in the Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by Road Department crews during the 2014 construction season.

BE IT FURTHER RESOLVED, that for 2014, the County on behalf of the Road Department has allocated to Aurelius Township’s local roads, a maximum sum of $22,200.00, plus carry-over from 2013 of $2,406.57, for a total available in 2014 of $24,606.57 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $24,606.57 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $49,213.14 (2 times the maximum match available of $24,606.57), and then be split evenly between the parties for any final costs below $49,213.14.

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH INGHAM TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Ingham Township desires that improvements be performed on Clark Road from Columbia to Howell Roads, a total distance of approximately 1 mile, to include asphalt maintenance skip-paving where necessary, and single course chip-sealing throughout at an estimated total cost of $44,400.00; and

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

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

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014 the County on behalf of the Road Department has allocated to Ingham Township’s local roads, a maximum sum of $22,200.00, from the County Road Fund which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $22,200.00 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall be split evenly between the parties for any final cost amount below $44,400.00.

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

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.
RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Meridian Township desires that improvements be performed on the streets listed below this resolution, a total distance of approximately 4.4 miles, to include Hot In Place Recycling (HIPR) and complete paving of one course asphalt at 1 inch thickness, or asphalt crushing, shaping and 3.5 inch resurfacing as indicated, with sidewalk ramp upgrades, curb and gutter repair, manhole adjustment, and other miscellaneous repairs where necessary, at an estimated cost of $920,000, which is necessary due to normal deterioration of the pavement; and

WHEREAS, Meridian Township may need to reduce the scope of this project to fit available budget, which would be determined by its Township Board of Trustees at their next regularly scheduled meeting; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund under the 2014 Local Road Program; and

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

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in the Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contracts per bids recently let and to be approved in separate resolutions by the Board of Commissioners during the construction season of the 2014 calendar year subject to final approval by, or as modified by the Meridian Township Board of Trustees at their next regularly scheduled meeting.

BE IT FURTHER RESOLVED, that for 2014, the County on behalf of the Road Department has allocated to Meridian Township’s local roads, a maximum sum of $115,000.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $115,000.00 from the County Road Fund toward the cost of said improvement.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $230,000.00 (2 times the maximum match available of $115,000), and then be split evenly between the parties for any final cost amounts below $230,000.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Meridian Township to effect the above described local road improvements as provided above.

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

### 2014 Meridian Township Local Road Program

<table>
<thead>
<tr>
<th>Section</th>
<th>Street From</th>
<th>To</th>
<th>Length (ft)</th>
<th>Width (ft)</th>
<th>HIPR/Resurface (SYD)</th>
<th>Crush, Shape, Resurface (SYD)</th>
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<td>E Golfridge Longview Park Lake Rd</td>
<td>1109</td>
<td>27</td>
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<tr>
<td>5</td>
<td>E &amp; W Longview S of Golfridge</td>
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<td>27</td>
<td>6600</td>
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<tr>
<td>9</td>
<td>Westminster Haslett Rd Barnsby</td>
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<td>33</td>
<td>5280</td>
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<td>10</td>
<td>Benson Haslett Rd N end</td>
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<td>Franklin (not incl stub) Marsh Rd Hallendale</td>
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<td>Hallendale 300’ at Franklin</td>
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<td>22</td>
<td>Oakwood-Hillside Forest Hill Northview</td>
<td>2430</td>
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<td>22, 27</td>
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<td>28</td>
<td>Southport Circle Sower Blvd N end</td>
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<td>1749</td>
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<td>Comanche Copperhill Mt. Hope Rd</td>
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<td>4913</td>
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<td>Raleigh Sandlewood Belding</td>
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<td>960</td>
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<td><strong>Totals</strong></td>
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<td><strong>4.4</strong></td>
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INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH WILLIAMSTOWN TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Williamstown Township desires that improvements be performed on Beeman Road, from Williamston City limit to Brookshire Court, a total distance of approximately 0.6 miles, to include asphalt maintenance skip-paving where necessary and single course chip-sealing throughout at a total estimated cost of $30,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken by Road Department crews and to pay for a portion of the cost of said improvements; and

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

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by road department crews during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014, the County on behalf of the Road Department has allocated to Williamstown Township’s local roads, a maximum sum of $30,000.00, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to one half of the final cost of this project, or a maximum of $30,000 toward the cost of said project, whichever is less.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate provided above, the savings shall be split evenly between the Township and the Road Department.

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

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.
RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LOCKE TOWNSHIP
FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, Locke Township desires that improvements be performed on various Locke Township local roads throughout the Township as part of the 2014 local road program to include asphalt leveling and maintenance pads where necessary, approximately 2410 tons of asphalt paving total for all roads, at a total estimated cost on all of the roads of $99,400.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to contribute labor where indicated above without additional charge to the Township; and

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

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in the Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2014 calendar year.

BE IT FURTHER RESOLVED, that for 2014 the County on behalf of the Road Department has allocated to Locke Township’s local roads, a maximum sum of $22,200 plus carry-over from 2013 of $22,200, for a total available in 2014 of $44,400.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute one half the final project cost, up to a maximum of $44,400.00, toward the cost of said improvement from the County Road Fund, and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $88,800 (2 times the maximum match available of $44,400), and then be split evenly between the parties for any final costs below $88,800.

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

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

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

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR
THE INHAM 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 July 2, 2014 as submitted.
<table>
<thead>
<tr>
<th>R/W PERMIT#</th>
<th>R/W APPLICANT / CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
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<tr>
<td>2014-309</td>
<td>CITY OF EAST LANSING</td>
<td>DETOUR</td>
<td>PARK LAKE RD BET HASLETT RD &amp; SAGINAW ST</td>
<td>MERIDIAN</td>
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<tr>
<td>2014-310</td>
<td>DELTA CHARTER TOWNSHIP</td>
<td>DETOUR</td>
<td>WAVERLY RD BET MICHIGAN AVE AND CLEMENT RD</td>
<td>LANSING</td>
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<td>2014-311</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>GRAND RIVER AVE BET WEBBERVILLE RD &amp; WALLACE RD</td>
<td>LEROY</td>
<td>11 &amp; 12</td>
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<tr>
<td>2014-318</td>
<td>LILLE FOSTER</td>
<td>TREE REMOVAL</td>
<td>ELM ST &amp; HOLT RD</td>
<td>DELHI</td>
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<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>COLUMBIA RD &amp; KINGMAN RD</td>
<td>AURELIUS</td>
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<td>2014-320</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>COLUMBIA RD &amp; INGMAN RD</td>
<td>AURELIUS</td>
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<tr>
<td>2014-321</td>
<td>FRONTIER</td>
<td>CABLE / UG</td>
<td>MT PLEASANT RD &amp; SWAN RD</td>
<td>STOCKBRIDGE</td>
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<td>2014-322</td>
<td>LANSING CHARTER TOWNSHIP</td>
<td>WATERMAIN</td>
<td>BON AIR RD BET MICHIGAN AVE &amp; IONIA ST</td>
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<td>2014-323</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>CHESTER RD BET HOPKINS AVE &amp; WOODRUFF AVE</td>
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<tr>
<td>2014-327</td>
<td>TDS</td>
<td>CABLE / UG</td>
<td>BARRY RD &amp; SHOEMAN RD</td>
<td>WILLIAMSTOWN</td>
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<tr>
<td>2014-331</td>
<td>AT &amp; T</td>
<td>CABLE / UG</td>
<td>HAGADORN RD &amp; MT HOPE RD</td>
<td>MERIDIAN</td>
<td>29</td>
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<tr>
<td>2014-341</td>
<td>EDWARD W NELTON JR</td>
<td>LAND DIVISION</td>
<td>COVERT RD BET HULL RD &amp; EDEN RD</td>
<td>LESLIE</td>
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<tr>
<td>2014-342</td>
<td>A LAIDON TOWNSHIP</td>
<td>ROAD CLOSURE / SPECIAL EVENT</td>
<td>OKEMOS RD, SANDHILL RD, HULETT RD</td>
<td>A LAIDON</td>
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<td>2014-343</td>
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<td>ROAD CLOSURE / SPECIAL EVENT</td>
<td>VARIOUS</td>
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<td>2014-347</td>
<td>WOLVERINE BUILDING GROUP</td>
<td>MISCELLANEOUS</td>
<td>HANNAH BLVD &amp; EYDE PKWY</td>
<td>MERIDIAN</td>
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<td>DELHI CHARTER TOWNSHIP</td>
<td>TEMP CONSTRUCTION DRIVE</td>
<td>WILLOUGHBY RD</td>
<td>DELHI</td>
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<td>COMCAST</td>
<td>CABLE / UG</td>
<td>SYLVAN GLEN RD &amp; DOBIE RD</td>
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<td>COMCAST</td>
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<td>HALL ST BET CEDAR ST &amp; GROVE ST</td>
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<td>2014-353</td>
<td>MERIDIAN CHARTER TOWNSHIP</td>
<td>ROAD CLOSURE / SPECIAL EVENT</td>
<td>CENTRAL PARK DR BET MARSH RD &amp; OKEMOS RD</td>
<td>MERIDIAN</td>
<td>15</td>
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<tr>
<td>2014-354</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>BARNES RD &amp; WAVERLY RD</td>
<td>AURELIUS</td>
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<td>AT &amp; T</td>
<td>CABLE / UG &amp; OH</td>
<td>FAIRVIEW AVE &amp; SHOPPERS ALLY</td>
<td>LANSING</td>
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<tr>
<td>2014-356</td>
<td>AT &amp; T</td>
<td>CABLE / UG</td>
<td>HAGADORN RD BET EYDE PKWY &amp; BRIARCLIFF DR</td>
<td>MERIDIAN</td>
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<td>Case Number</td>
<td>Company</td>
<td>Status</td>
<td>Location Details</td>
<td>Municipality</td>
<td>County</td>
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<tr>
<td>2014-357</td>
<td>COMCAST</td>
<td>CABLE / UG</td>
<td>EIFERT RD &amp; O’CONNER DR</td>
<td>DELHI</td>
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<td>2014-358</td>
<td>MERIDIAN CHARTER TOWNSHIP</td>
<td>ROAD CLOSURE / SPECIAL EVENT</td>
<td>CENTRAL PARK DR BET OKEMOS RD &amp; MARSH RD</td>
<td>MERIDIAN</td>
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<tr>
<td>2014-360</td>
<td>KENNETH GRAHAM</td>
<td>LAND DIVISION</td>
<td>PLAINS RD &amp; WAVERLY RD</td>
<td>ONONDAGA</td>
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<tr>
<td>2014-361</td>
<td>CONSUMERS ENERGY</td>
<td>MISCELLANEOUS</td>
<td>DELL RD &amp; AURELIUS RD</td>
<td>DELHI</td>
<td></td>
</tr>
</tbody>
</table>
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AND CLARIFYING PENSION BENEFITS FOR THE FRATERNAL ORDER OF POLICE, CAPITAL CITY LODGE NO.141 – 911 NON-SUPERVISORY UNIT

WHEREAS, on March 26, 2013 the Ingham County Board of Commissioners approved Resolution #13-133 authorizing the current collective bargaining agreement through December 31, 2015; and

WHEREAS, the parties wish to amend Article 25, Retirement, to correct and clarify the pension benefits under the Municipal Employees’ Retirement System (MERS); and

WHEREAS, the County Attorney and the Human Resources Department have discussed with MERS the changes that are needed to correct and clarify the issue and have prepared the attached Letter of Agreement between Ingham County and Fraternal Order of Police, Capital City Lodge No. 141, 911 Non-Supervisory Unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioner authorizes the attached Letter of Agreement correcting and clarifying the pension benefits for the Fraternal Order of Police, Capital City Lodge No. 141, 911 Non-Supervisory Unit.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter Agreement on behalf of the County, subject to prior approval as to form by the County Attorney.
Letter of Agreement

Between

County of Ingham (Employer)

And

Fraternal Order of Police, Capitol City Lodge No. 141 (Union)
911 Non-Supervisory Unit

WHEREAS, the Employer and Union are parties to a collective bargaining agreement with a term running March 26, 2013 through December 31, 2015, and

WHEREAS, the parties wish to amend Article 25, Retirement, Section 25.5 and Subsection 25.5.1 of the Agreement subject to the changes detailed below.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

RETIREMENT

As of July 1, 2012, the Municipal Employees’ Retirement System (MERS) shall administer the pension system for all unit employees formerly employed by the City of Lansing. The MERS Plan Document, policies and procedures of MERS shall control the administration of all employee pensions, including investments and payments, except as otherwise provided below.

Employees in this division will be credited with one month of service credit for each month worked, provided however, that the employee works a minimum of 10 - 8 hour days in that month. Hours worked includes those hours for which the employee is fully compensated, such as paid time off, vacation, or sick leave.

Defined Benefit Plan
The Defined Benefit Plan is for all employees hired prior to January 1, 2013. The provisions in this section apply to the administration of the Defined Benefit Plan only.

For all credited service time earned prior to December 31, 2012, the multiplier in effect shall be 1.6%. Effective January 1, 2013, the multiplier for these employees shall be 2% for all credited service time earned after that date.

Final Average Compensation (FAC) will be computed using the average of the highest consecutive 2 year (24 month) period of earnings from the member’s entire work history as reported to MERS by the Municipality.
As of July 1, 2012, the employee annual contribution is 6.5% on all wages earned. As of January 1, 2013 the employee annual contribution is 1.2% on all wages earned.

Employees who have accumulated 8 years of service credits in accordance with this section, and who have reached the age of 58 years, are eligible to retire and to receive a pension benefit calculated in accordance with this article.

Employees are eligible to retire and to receive a pension benefit calculated in accordance with this article if they have accumulated 25 years of service credits and have obtained the age of 50. Effective July 1, 2014, Employees pay the additional full cost differential for this rider at one and one half percent (1.5%) on all wages earned.

In all asset transfers, the employer shall furnish MERS with all necessary and specific information required by MERS on the allocation of employer and employee contributions and investment earnings, along with taxable and nontaxable status on the employee contribution portion.
July 1, 2014

To: County Services and Finance Committee

From: Travis Parsons, Human Resources Director

Subject: Local 512 Office and Professional Employees International Union - Supervisory Unit Collective Bargaining Agreement

On Monday, June 16, 2014, OPEIU put before their members for vote a proposed tentative agreement. The OPEIU members ratified the agreement. Highlights of the agreement include the following:

- Contract Duration (Article 27): through December 31, 2015
- Salary Schedule (Appendix A):
  - 2014 - No wage increase from the 2013 wage scales.
  - 2015 – Wage Re-opener
- Retirement (Article 20):
  - Eligible employees hired before January 1, 2014: 1.2% increase in the employee pension contribution.
  - Eligible employees hired on or after January 1, 2014 shall receive a MERS Hybrid pension plan: DB - 1.25% multiplier and DC - 1% employee minimum contribution with a 1% employer match. Retirement Age - 60
- Retiree Health (Article 20):
  - Employees hired on or after January 1, 2014 – single subscriber retiree health per sliding scale based on years of service. Eligible at age 60.
- Longevity (Article 22)
  - Employees hired on or after January 1, 2014 are not eligible to receive longevity bonus for service with the Employer.
- Health Insurance (Article 16)
  - 2014 Plan Year - Employees shall maintain their current Base Plan and Buy-up Plan option in addition to the current County High Deductible Plan.
  - 2015 Plan Year – Employees shall receive plan options as recommended by the Health Care Coalition and approved by the Board of Commissioners.
- Long Term Disability Insurance (Article 18)
  - Benefit at 50% of base salary, capped at $2500 per month
- Leave Time (Article 14):
  - Vacation Bonus at twenty-eight (28) hours for each calendar year

Also included in the packet is a resolution establishing the MERS Hybrid pension plan.
WHEREAS, an agreement has been reached between representatives of Ingham County and Local 512 Office and Professional Employees International Union for the period January 1, 2014 through December 31, 2015; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local 512 Office and Professional Employees International Union for the period January 1, 2014 through December 31, 2015.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the contract on behalf of the County, subject to the approval as to form by the County Attorney.
Agenda Item 7c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MERS HYBRID PLAN FOR NEWLY HIRED EMPLOYEES UNDER LOCAL 512 OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION - SUPERVISORY UNIT

WHEREAS, the Ingham County Board of Commissioners has recognized the escalating cost of the current Municipal Employees’ Retirement System (MERS) Defined Benefit Plan; and

WHEREAS, Local 512 Office and Professional Employees International Union – Supervisory Unit approved a new collective bargaining agreement that includes the establishment of a Hybrid pension plan for new hires.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the attached MERS Hybrid Plan Adoption Agreement and the MERS Defined Benefit Plan Adoption Agreement establishing the MERS Hybrid Pension Plan for new employees under Local 512 Office and Professional Employees International Union – Supervisory Unit hired on or after January 1, 2014.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign and execute all documents on behalf of the County to effectuate and finalize this transaction, subject to the approval as to form by the County Attorney.
Defined Benefit Plan Adoption Agreement

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees’ Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name ____________________________ Municipality #: 3303
If new to MERS, please provide your municipality’s fiscal year: __________ through __________.

II. Effective Date
Check one:
A. □ If this is the initial Adoption Agreement for this group, the effective date shall be the first day of __________, 20___.

□ This municipality or division is new to MERS, so vesting credit prior to the initial MERS effective date by each eligible participant shall be credited as follows (choose one):
   □ All prior service from date of hire
   □ Prior service proportional to assets transferred; all service used for vesting
   □ Prior service and vesting service proportional to assets transferred
   □ No prior service but grant vesting credit
   □ No prior service or vesting credit

□ Link this new division to division number ______ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B. □ If this is an amendment of an existing Adoption Agreement (Defined Benefit division number 70____), the effective date shall be the first day of January ______, 2014. Please note: You only need to mark changes to your plan throughout the remainder of this Agreement.

C. □ If this is a temporary benefit that lasts 2-6 months, the effective dates of this temporary benefit are from ___/01/___ through ___/___/___ for Defined Benefit division number ______.
   Last day of month
   Please note: You only need to mark changes to your plan throughout the remainder of this Agreement.

D. □ If this is to separate employees from an existing Defined Benefit division (existing division number(s) __________________________) into a new division, the effective date shall be the first day of __________, 20___.

E. □ If this is to merge division(s) __________________ into division(s) __________________, the effective date shall be the first of __________, 20___.
Defined Benefit Plan Adoption Agreement

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Admin Salaried

(Name of Defined Benefit division – e.g., All Full Time Employees, or General after 7/01/13)

☐ Only retirees will be in this division.

These employees are (check one or both):

☐ In a collective bargaining unit (attach cover page, retirement section, signature page)

☐ Subject to the same personnel policy

To receive one month of service credit (check one):

☐ An employee shall work 10 _____ hour days.

☐ An employee shall work _____ hours in a month.

All employees as classified under eligible employees, whether full or part time, who meet this criteria must be reported to MERS. If you change your current day of work definition to be more restrictive, the new definition only applies to employees hired after the effective date.

To further define eligibility, check all that apply:

☐ Probationary Periods are allowed in one-month increments, no longer than 12 months. During this introductory period, the Employer will not report or provide service time for this period, including retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be _____ month(s).

☐ Temporary employees in a position normally requiring less than a total of 12 whole months of work in the position may be excluded from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be _____ month(s).

IV. Provisions

Valuation Date: ______________________, 20__

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

☐ Our MERS representative presented and explained the valuation results to the

_______(Board, Finance Cmte, etc.) on _____ (mm/dd/yyyy).

☐ As an authorized representative of this municipality, I ___________________________

__________________________ __________________________

(Name) (Title)

waive the right for a presentation of the results.
2. This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

3. Annually, the MERS actuary will conduct an actuarial valuation to determine the employers’ contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

4. Benefit Multiplier (1%–2.5%, increments of 0.05%) ________ % (max 80% for multipliers over 2.25%)

☐ Check here if multiplier will be effective for existing active members’ future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:
☐ Termination Final Average Compensation (calculated over the members entire wage history)
☐ Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

5. Final Average Compensation (Min 3 yr, increments of 1 yr) ________ years

6. Vesting (5–10 yrs, increments of 1 yr) ________ years

7. Required employee contribution (Max 10%, increments of 0.1%) ________ %

8. Compensation, for retirement purposes, is defined as base wages and all of the following. Check applicable boxes to exclude these types from your MERS reported wages:

☐ Longevity pay
☐ Overtime pay
☐ Shift differentials
☐ Pay for periods of absence from work by reason of vacation, holiday, and sickness
☐ Workers’ compensation weekly benefits (if reported and are higher than regular earnings)
☐ A member’s pre-tax contributions to a plan established under Section 125 of the IRC
☐ Transcript fees paid to a court reporter
☐ A taxable car allowance
☐ Short term or long term disability payments
☐ Payments for achievement of established annual (or similar period) performance goals
☐ Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
☐ Lump sum payments attributable to the member’s personal service rendered during the FAC period
☐ Other: __________________________

☐ Other 2: __________________________
Defined Benefit Plan Adoption Agreement

9. Early Normal Retirement with unreduced benefits

☐ Age 50 with 25 years of service  ☐ Age 50 with 30 years of service
☐ Age 55 with 15 years of service  ☐ Age 55 with 20 years of service
☐ Age 55 with 25 years of service  ☐ Age 55 with 30 years of service
☐ Any age with (20-30 yrs, in 1 yr increments) _____ years of service

10. Other

☐ Surviving Spouse will receive _____% of Straight Life benefit without a reduction to the participant’s benefit
☐ Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)
☐ DROP + with __________ %

11. Cost-of-Living Adjustment

| ☐ All current retirees as of effective date | ☐ Future retirees who retire after effective date |
| ☐ Retirees who retire between  _____/01/___ and _____/01/___ (one time increase only) | Increase of _____% or $_____ per month |
| | Increase of _____% or $_____ per month |
| Select one: | ☐ Annual automatic increase |
| ☐ Annual automatic increase | ☐ One-time increase |
| | Select one: |
| | ☐ Compounding |
| Select one: | ☐ Non-compounding |
| ☐ Compounding | ☐ Non-compounding |
| Employees must be retired _____ months (6-12 months, increments of 1 month) | Employees must be retired _____ months (6-12 months, increments of 1 month) |

V. Appointing MERS as the Plan Administrator
The Employer hereby agrees to the provisions of this MERS Defined Benefit Plan Adoption Agreement and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event any conflict between MERS Plan Document and the MERS Defined Benefit Plan, the provisions of the Plan Document control.
VI. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.

2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;

3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.

4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.

5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 45A(3), and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.

6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.
Defined Benefit Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Ingham County Board of Commissioners on the ____ day of _________________, 20___.

(Name of Approving Employer)

Authorized signature: ________________________________________________________________

Title: Chairperson

Witness signature: ________________________________________________________________

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _______________________, 20__  Signature: ______________________________________ (Authorized MERS Signatory)
X.X - REORGANIZATION POLICY

Purpose and Applicability:
Because the structure of the County has a profound effect on the delivery and funding of services, the Board of Commissioners adopts the following policy with respect to reorganization. The provisions of this policy are intended to provide the Board of Commissioners with careful analysis based on workforce demands, financial resources and the needs of County residents.

Reorganization is the restructuring of departmental operations triggered by a disruption in workflow and attributed to a definable event. The most common reasons to reorganize are job vacancies, the addition or loss of grant funds, the addition or termination of a program or service, the merger of two workgroups or a significant change in technology.

Since reorganizations impact classifications and employees, Department Heads are required to work in conjunction with Human Resources to ensure personnel issues are implemented according to the parameters of labor contracts. Department Heads will act as the principal advocate for the reorganization throughout subsequent discussions and review. Department Heads must consider the concerns of employees, unions, other departments, vendors, citizens and any related stakeholders while developing reorganization proposals.

Procedure:
Department Heads must follow the procedure as detailed in the Position Change/Reorganization Process form provided as an addendum to this policy. On this form, the order of tasks is definite but the corresponding timeline may fluctuate depending on various conditions: the number of positions involved in the reorganization, a change in the Board of Commissioner meeting schedule, a time-sensitive funding request, etc.

The Position Change/Reorganization Process form is necessary whenever a Department Head proposes a new position, a new classifications or a change to existing positions and classifications. Examples of such changes include but are not limited to changes in job title, job duties, salary grade, union affiliation or status. Should any such change be necessary outside the definition of a reorganization, the Department Head must still follow the process outlined in the Position Change/Reorganization Process form.
<table>
<thead>
<tr>
<th>#</th>
<th>Task Description</th>
<th>Completed no later than</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Department Head solicits input from staff and discusses reorganization with the corresponding BOC Committee Chair.</strong> Department Head sends HR a preliminary plan including a list of tasks for each position and an updated organizational chart.</td>
<td>Start Date</td>
</tr>
<tr>
<td>2</td>
<td>HR creates draft job descriptions for Department Head to review.</td>
<td>7 calendar days</td>
</tr>
<tr>
<td>3</td>
<td>Department Head and HR work together to create final job descriptions. HR evaluates the final job descriptions for union placement and salary grade.</td>
<td>7 calendar days</td>
</tr>
<tr>
<td>4</td>
<td>HR sends notification to the appropriate Union representatives.</td>
<td>5 calendar days</td>
</tr>
<tr>
<td></td>
<td>A. If the Union supports the classification, the process moves to step 5.</td>
<td></td>
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<tr>
<td></td>
<td>B. If the Union opposes the classification, the Department Head and HR schedule a meeting with the Union to discuss the concerns. Based on the meeting, the Department Head can proceed without Union support OR return to step 1 to alter the classification.</td>
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<tr>
<td>5</td>
<td>HR sends a New Classification Packet to the Department Head. The packet includes:</td>
<td>10 calendar days</td>
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<tr>
<td></td>
<td>A. HR's Memo of Analysis</td>
<td></td>
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<tr>
<td></td>
<td>B. Final job descriptions with Union designation and salary</td>
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</tr>
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<td></td>
<td>C. Union response of support or opposition</td>
<td></td>
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<tr>
<td>6</td>
<td>Department Head secures a Personnel Cost Projection from the Budget Office.</td>
<td>2 days</td>
</tr>
<tr>
<td>7</td>
<td><strong>Department Head submits a Discussion Packet to the Resolutions group by the 5pm agenda deadline.</strong> The packet includes the following information for all changes which result in an increased expenditure or a new job classification.</td>
<td>1 day</td>
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<tr>
<td></td>
<td>A. Memo of Explanation prepared by Department Head including updated organization chart.</td>
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<tr>
<td></td>
<td>B. A copy of HR's New Classification packet</td>
<td></td>
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<td></td>
<td>C. A copy of Budget's Personnel Cost Projection</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>The Department Head attends sub-committee meetings and HR attends as needed.</td>
<td>7 calendar days</td>
</tr>
<tr>
<td>9</td>
<td>Based on the subcommittee discussions, Department Head either returns to step 1 to make changes or prepares a Resolution Packet for the next round of subcommittee meetings by 5p.m. deadline to include:</td>
<td>21 calendar days</td>
</tr>
<tr>
<td></td>
<td>A. Resolution written by Department Head</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B. Memo of Explanation written by Department Head including updated organization chart</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C. A copy of HR's New Classification packet</td>
<td></td>
</tr>
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<td></td>
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<tr>
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</tr>
<tr>
<td>10</td>
<td>The Department Head attends sub-committee meetings and HR attends as needed.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>After passing through the subcommittees, the resolution proceeds to the Full Board of Commissioner meeting for final approval.</td>
<td></td>
</tr>
</tbody>
</table>

7 calendar days

12 calendar days

***Timeline is approximate as holidays and other scheduling anomalies may impact final date. Department Heads should anticipate 12 weeks for completion.
Hawk Island Snow Park
2014-2015 Preliminary Plan

Developed by: Brian Collins, Park Manager II
OVERVIEW / HISTORY:

The concept of the Hawk Island Snow Tubing facility began in 2006. County staff researched and visited tubing facilities throughout Michigan to determine the feasibility of such a venue at Hawk Island County Park. A Land and Water Conservation Fund (LWCF) grant was developed, submitted and approved by the Michigan DNR in 2009. The $75,000 LWCF grant, coupled with the 50% match by Ingham County, brought the total initial project cost to $150,000. Scope items within this grant included a tubing lift, grading/landscaping, and snow tubes.

In the spring of 2011, Ingham County staff was approached by a group of local snowboard enthusiasts along with a local landscape architect who brought forth the concept of developing an area within the park that would accommodate a snow board “terrain park”. The concept was approved by the Ingham County Board of Commissioners and additional monies were allocated to purchase a second lift system and additional upgrades to the snow park. Initial talks began with various parties interested in bringing this concept to fruition.

Superparks, LLC expressed interest in partnering with Ingham County on the Hawk Island Snow Park and a contract was soon developed and implemented. The contract provided for a revenue sharing concept from snow park ticket sales, lessons, concessions, and special events.

After a two year period, Ingham County made the decision not to continue with Superparks LLC, and explore options for the future of the Hawk Island Snow Park. After investigating various options with other partners/vendors, the Ingham County Park staff is recommending to operate the snow park without the assistance of a vendor for the 2014/2015 season.
FUTURE OF SNOWPARK:

Through visitation numbers compiled over the past two seasons of operation, only 16% of the visitation consisted of Terrain Park users. When speaking with park users, especially those with younger children, it was the observation of staff that the terrain park only catered to skilled, experienced snowboarders. It is the intention of County staff to still provide an area on the hill for snowboarding and skiing, although the vision would be more of a gradual slope that permit lessons and allows for those beginning the sport of snowboarding.

The Ingham County Parks staff is recommending utilization of the former terrain park as an additional area for family tubing. This area will include ticket sales, an area for families to gather while visiting the Hawk Island Snow Park, a large fire pit, seating area, and concessions.

The current placement of the tow ropes is not ideal for the proposed operation. The loading area of the lifts will be moved approximately 20 feet forward and the top of the lifts will be moved approximately 20 feet down the hill. This will provide for a more even slope and allow the lifts to function even with marginal snow conditions.

Hawk Island Snow Park Visitation 2012-14

16%

84%

- Tubing Visits (16668)
- Terrain Park Visits (3177)
PRELIMINARY LAYOUT OF SNOW PARK:

The preliminary design of the 2014-15 Hawk Island Snow Park is indicated on the below picture. Please note that this is a preliminary draft of the site and may change due to a number of circumstances.

There will be two rope tows that will bring guests to the start of the tubing runs. Varying levels of runs will be present on the hill, including smaller kids' runs, and some for guests seeking a bit more of a thrill.

Although more space would be ideal for the snow tubing runs, with our experience over the past two seasons, we are confident we can create safe, enjoyable runs with the space currently present.
STAFFING:

Seasonal staffing is estimated at $26,000 for the 2014-15 snow park operations. Full Time staff cost is not included in the above number as these dollars are already included in the general park budget each year. At this time, it is anticipated that no additional full time staff will be needed for the snow park operation.

<table>
<thead>
<tr>
<th>Park Manager</th>
<th>Assistant Park Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervision, scheduling of facility</td>
<td>Supervision of facility in absence of manager</td>
</tr>
<tr>
<td>Supervision, scheduling of staff</td>
<td>Supervision of staff in absence of manager</td>
</tr>
<tr>
<td>Supervision of revenue collection</td>
<td>Supervision of revenue collection</td>
</tr>
<tr>
<td>Snow making (during day if conditions allow)</td>
<td>Snow making (during day if conditions allow)</td>
</tr>
<tr>
<td>Operates groomer and build out of park</td>
<td>Operates groomer and build out of park</td>
</tr>
<tr>
<td>Snow removal from parking areas/trails</td>
<td>Snow removal from parking areas/trails</td>
</tr>
<tr>
<td>On Call during snow making operations</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ranger I</th>
<th>Ranger II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snow making (during day if conditions allow)</td>
<td>Snow making (during day if conditions allow)</td>
</tr>
<tr>
<td>Operates groomer and build out of park</td>
<td>Operates groomer and build out of park</td>
</tr>
<tr>
<td>Snow removal from parking areas/trails</td>
<td>Responsible for preventative maintenance of groomer</td>
</tr>
<tr>
<td>Other duties as assigned</td>
<td>Snow removal from parking areas/trails</td>
</tr>
<tr>
<td></td>
<td>Other duties as assigned</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Snow Park Ticket Sales</th>
<th>Lift Operators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collects revenue from ticket sales</td>
<td>Assist in safely loading and unloading of park users off lifts.</td>
</tr>
<tr>
<td>Issues daily snow park tickets</td>
<td>Monitors hills and enforces Snowpark rules</td>
</tr>
<tr>
<td>Sells concession items</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Head Ranger/Hill Safety monitor</th>
<th>Snow Makers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitors hills and enforces snow park rules</td>
<td>Monitors and adjusts snow making equipment at night</td>
</tr>
<tr>
<td>Provides lunch breaks for all other seasonal positions</td>
<td>Assists with hand grooming, etc around lifts.</td>
</tr>
<tr>
<td>Cleans/monitors restroom facilities</td>
<td>Contacts Park Manager during pm snowmaking shifts</td>
</tr>
<tr>
<td>Makes change for revenue areas</td>
<td></td>
</tr>
<tr>
<td>Stays in constant contact with Park Manager/Asst Manager</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gatehouse Attendant</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Collects parking fees</td>
<td></td>
</tr>
<tr>
<td>Collects Dog Park fees</td>
<td></td>
</tr>
</tbody>
</table>
MARKETING:

The marketing efforts over the past two operational seasons were minimal and need to be greatly expanded. This is of upmost importance for the upcoming 2014-2015 season as Ingham County assumes this responsibility and all operational aspects of the facility. It is critical that it is made known that the Hawk Island Snow Park will be open this coming year, as many assumptions have been made when the current operating contract was terminated.

The main marketing of the snow park will focus on families throughout Ingham County. Marketing efforts will also be made towards groups such as Scouts, church groups, schools, as well as student organizations from Michigan State University.

One of the changes this coming season is the snow park will be open for the general public Friday through Sunday, as opposed to every day of the week as with the past two seasons. This recommendation is based on visitation over the last two seasons. This new schedule of hours will allow marketing towards groups coming in on Monday through Thursdays when the snow park has been idle in the past.

Initial marketing concepts include but are not limited to the following:

1. Groupon – A Groupon campaign has been used for the past two years. Staff however feels that the number of Groupon passes offered (over 1,000) was excessive and took away revenue. A possibility is to offer 200 passes available through this program.
2. Reach out to neighborhood groups. By obtaining contact information for neighborhood groups throughout Ingham County, presentations and information can be given to these groups to make them aware of the offerings at the Hawk Island Snow Park.
3. Partnering with the local YMCA’s to offer beginning snowboarding lessons. They have an already well established following and have expressed interest in the past in becoming involved with lessons at the park.
4. Working with service clubs to sponsor events for low income guests. For example, a youth group may not be able to afford the ticket prices for an event they wish to have. By partnering with local service clubs, the service club could cover a portion of the ticket costs for the participants.
5. Marketing starting in October for the snow park and pushing for “holiday” sales of passes.
6. Working with local retailers and shopping facilities in order to offer discounts and advertisements for the park.
7. Special events focused on drawing in guests, especially later in the season when attendance has historically decreased.
OPERATIONAL COSTS/HOURS:

Ticket Prices:

Ingham County Staff has looked at the past two years of operation and recommends leaving the ticket prices at the current rates. The current rates and the projected number of visitors based on prior years should provide for a close to break even operation financially after the next 2-3 years. Due to projected one time costs a deficit could exist until the third year of operation.

Operational Hours:

Based on the previous two years of operation, it is recommended that the following operational hours be implemented.

Fridays: 4:00pm – 8:00pm
Saturday/Sunday and Holidays: 12:00noon – 8:00pm
Monday – Thursday: Available for group reservations
### Projected Ingham County Costs:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snow Groomer*</td>
<td>$25,000</td>
</tr>
<tr>
<td>Snowmakers*</td>
<td>$11,400</td>
</tr>
<tr>
<td>Utilities</td>
<td>$11,000</td>
</tr>
<tr>
<td>Seasonal Labor</td>
<td>$26,000</td>
</tr>
<tr>
<td>Fuel</td>
<td>$2,000</td>
</tr>
<tr>
<td>Radios</td>
<td>$1,500</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td><strong>$76,900</strong></td>
</tr>
</tbody>
</table>

### Projected One Time Costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety Fencing</td>
<td>$2,000</td>
</tr>
<tr>
<td>Lift Move</td>
<td>$3,000</td>
</tr>
<tr>
<td>Auto Loaders</td>
<td>$500</td>
</tr>
<tr>
<td>Additional Tubes</td>
<td>$4,500</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td><strong>$10,000</strong></td>
</tr>
</tbody>
</table>
### 2014-15 Revenue Goals:

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Passes</td>
<td>2000 passes x $8</td>
<td>$16,000</td>
</tr>
<tr>
<td>Adult Passes</td>
<td>2000 passes x $12</td>
<td>$24,000</td>
</tr>
<tr>
<td>Family Passes</td>
<td>400 passes x $35</td>
<td>$14,000</td>
</tr>
<tr>
<td>Group Rentals</td>
<td>1000 passes x $8</td>
<td>$8,000</td>
</tr>
<tr>
<td>Concessions</td>
<td></td>
<td>$4,000</td>
</tr>
<tr>
<td>Special Events</td>
<td></td>
<td>$3,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$69,000</strong></td>
</tr>
</tbody>
</table>

* Parks Department staff and the Ingham County Purchasing Department are currently exploring various purchasing/leasing/renting program options for the snow groomer and snowmakers. The projected costs listed are approximate costs for rental of this equipment. A cost savings could be realized if another option is chosen over rental.
Hawk Island Snow Park
2014 Key dates

- Work with Purchasing Department on acquisition/rental of snow groomer and snow guns
- Purchase items for hill that were previously provided by Superparks, LLC
- Order in daily tickets
- Start up/test snowmaking system
- "Weather Dependent" Snow Making begins
- "Weather Dependent" Season Opening

- Present information/plan to Parks Commission and Board of Commissioners
- Begin development of marketing
- Move lifts and develop area for tickets/concessions
- Implement marketing efforts
- Hire / train seasonal employees

<table>
<thead>
<tr>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
</tr>
</thead>
</table>

Season Opening
Snow Making begins
"Weather Dependent"
MEMORANDUM

TO: County Services Committee and Finance Committee
FROM: Timothy J. Dolehanty, ICMA-CM, AICP, Controller/Administrator
DATE: July 2, 2014
SUBJECT: Proposed Trails and Parks Millage

As you know, the Trails and Parks Millage Task Force recently completed its work to review and recommend action on a recreational trails and parks millage proposal. Consistent with past practice and upon recommendation of the Task Force, the proposed millage resolution was referred to corporation counsel for review and comment. Several changes to the proposed ballot text were recommended by Counsel as follows:

COUNTYWIDE SYSTEM OF TRAILS AND PARKS
MILLAGE QUESTION

Ingham County proposes to create For the purpose of creating and maintain a maintaining a county system of recreational trails and adjacent parks. This 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. For the purpose of creating and maintaining such a county trail system, 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? If approved and levied in full, this Millage will raise an estimated additional $3,519,041 for the system of recreational trails and adjacent parks in the first calendar year of the levy based on state taxable valuation.

Resolutions that reflect both versions of the millage question are attached for your review and consideration. It will be necessary for the Board to settle on ballot language at the July 22 meeting in order to comply with statutory election deadlines.
WHEREAS, the Board of Commissioners desire to create and maintain a system of recreational trails and adjacent parks within Ingham County; and

WHEREAS, this system 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; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of supporting funding for the creation and maintenance of a system of recreational trails and adjacent parks; and

WHEREAS, the millage is necessary to create and maintain a system of recreational trails and adjacent parks.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on November 4, 2014.

COUNTYWIDE SYSTEM OF TRAILS AND PARKS MILLAGE QUESTION

Ingham County proposes to create and maintain a system of recreational trails and adjacent parks. This system 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. For the purpose of creating and maintaining such a county trail system, 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? If approved and levied in full, this Millage will raise an estimated additional $3,519,041 for the system of recreational trails and adjacent parks in the first calendar year of the levy based on state taxable valuation.

YES [ ]
NO [ ]

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the November 4, 2014 ballot and to be prepared and distributed in the manner required by law.
INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A COUNTYWIDE SYSTEM OF TRAILS AND PARKS

WHEREAS, the Board of Commissioners desire to create and maintain a system of recreational trails and adjacent parks within Ingham County; and

WHEREAS, this system 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; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of supporting funding for the creation and maintenance of a system of recreational trails and adjacent parks; and

WHEREAS, the millage is necessary to create and maintain a system of recreational trails and adjacent parks.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on November 4, 2014.

COUNTYWIDE SYSTEM OF TRAILS AND PARKS MILLAGE QUESTION

For the purpose of creating and maintaining a county 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, 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? If approved and levied in full, this Millage will raise an estimated additional $3,519,041 for the system of recreational trails and adjacent parks in the first calendar year of the levy based on state taxable valuation.

YES [ ]
NO [ ]

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the November 4, 2014 ballot and to be prepared and distributed in the manner required by law.
June 9, 2014

Timothy J. Dolehanty
Controller/Administrator
Ingham County
P.O. Box 319
Mason, Michigan 48854

Dear Tim:

As discussed recently, in reviewing our billings over the last 2 years, it has come to my attention that our Firm has written off a substantial amount of Westlaw Computer Research due to the fact that our contract agreement classifies this expense under the current annual cap of $12,000.00. In the year 2012 over $5,700.00 was written off and that amount almost doubled to $10,606.00 in 2013. Since these expenses are necessary in preparation for various litigation and arbitration matters, which we have no way of estimating ahead of time, I would like to propose that we make the attached change to our contract. That change eliminates the cap on reimbursable expenses.

Thank you for your consideration, I look forward to hearing from you.

Very Truly Yours,

[Signature]

Peter A. Cohl

PAC/mch
enclosure
AMENDMENT
TO
LEGAL SERVICES AGREEMENT

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 Contractor for all County incurred costs and expenses of the CONTRACTOR, including 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, photocopies, fax, postage, long-distance telephone charges and computer research.

   B. The County shall not be obligated to pay for any Professional Development Training for CONTRACTOR’s attorneys.

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

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully signed and entered into this Agreement on the day and year first above written.

COUNTY OF INGHAM

By: ___________________________________________________________________
   Victor G. Celentino, Chairperson
   County Board of Commissioners

By: ___________________________________________________________________
   Barb Byrum, County Clerk

COHL, STOKER & TOSKEY, P.C.

By: ___________________________________________________________________
   Peter A. Cohl
WHEREAS, Ingham County has entered into an agreement with Cohl, Stoker and Toskey, P.C. to provide legal services for the County; and

WHEREAS, per Resolution #11-211, it was agreed that the County shall reimburse Cohl, Stoker and Toskey, P.C. for County-incurred costs and expenses, including copies, fax, long-distance telephone charges and computer research for up to $10,000.00 per year; and

WHEREAS, Resolution #13-134 authorized an amendment to the contract with Cohl, Stoker and Toskey, P.C. increasing the County-incurred costs and expenses, including copies, fax, long-distance telephone charges and computer research for up to $12,000.00 per year; and

WHEREAS, Cohl, Stoker and Toskey, P.C. has regularly incurred annual County-incurred costs and expenses in excess of the $12,000.00 limit established in 2013; and

WHEREAS, County-incurred costs and expenses in excess of the $12,000.00 limit were reasonable and unavoidable, and were therefore written off by Cohl, Stoker and Toskey, P.C.; and

WHEREAS, Ingham County desires to fully reimburse Cohl, Stoker and Toskey, P.C. for reasonable and unavoidable County-incurred costs and expenses.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves an amendment to legal services agreement with Cohl, Stoker & Toskey, P.C. to fully reimburse Cohl, Stoker and Toskey, P.C. for reasonable and unavoidable County-incurred costs and expenses.

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

BE IT FURTHER RESOLVED, the Ingham County Board Chairperson is authorized to sign an amendment to legal services agreement with Cohl, Stoker & Toskey, P.C. consistent with this resolution.
Commissioner Victor Celentino  
Ingham County Courthouse  
P.O. Box 319  
Mason, MI 48854

June 4, 2014

Dear Commissioner Celentino,

The Ingham Conservation District (ICD) appreciates the support Ingham County is providing the ICD for fiscal year 2014. The ICD is requesting appropriations for fiscal year 2015 from the Ingham County general fund in the amount of $8,029.22. This request reflects a 1.7% inflationary increase (based on FY15 projections from the House Fiscal Agency) from our fiscal year 2014 appropriation of $7,895.00.

With continued operational support from the County Board of Commissioners the ICD will be able to continue and enhance its service across Ingham County in FY2015. Please see the enclosed Annual Report from FY2013 for more details about our organization’s programs, partnerships and accomplishments. The ICD’s priorities for FY2015 include:

- Developing and implementing grant-funded projects and programs. For example, in 2013 the ICD received a grant from the Michigan Department of Environmental Quality to sample waterways in the Red Cedar River Watershed in order to determine bacterial and oxygen concentrations. The results are being shared with our partners and county residents to raise awareness and develop strategies to reduce the amount of bacterial pollution reaching our waterways (please see the enclosed brochures).

- Bringing federal conservation funding to the agricultural community in Ingham County. In FY2013 $2,368,229.00 in federal conservation program dollars were directed to conservation programs and projects in Ingham County. The ICD works with the Natural Resources Conservation Service (NRCS) and the Farm Service Agency (FSA) to promote federal conservation programs. This is particularly important with the passage of the 2014 Farm Bill. The ICD helps promote Farm Bill programs to Ingham County landowners to ensure that Farm Bill dollars find their way to Ingham County. Farm Bill programs not only help the individual landowner, but also improve environmental health and benefit the county economy.

- Bringing state conservation funding to all corners of Ingham County. The ICD works with the Michigan Agriculture and Environmental Assurance Program (MAEAP) and the Michigan Department of Agriculture (MDA) in promoting state conservation programs. The MAEAP is a voluntary program designed to help producers reduce environmental risks. It is a particularly important program for a diverse county like Ingham because it provides support to producers of all shapes and sizes from small organic and urban farms to large scale rural producers.

- Maintaining the Ingham Conservation Center, a program of the Ingham Conservation District, which provides educational materials, offers programming, and showcases habitats and green
space with the intent of educating and raising awareness about local conservation including habitat
issues and management.

Thank you for supporting the work of the Ingham Conservation District and supporting the
conservation of our shared natural resources. I look forward to continuing and strengthening our
relationship in the years to come.

Michelle Beloskur, Executive Director
Ingham Conservation District
517-676-2290
www.inghamconservation.com
The mission of the Ingham Conservation District is to promote and practice stewardship of our natural resources by serving, educating and empowering our community.
Watershed Health

One of the goals of the ICD is to protect, improve and promote the health of our local waterways. The ICD is invested in several programs and projects that address watershed health.

Upper Grand Bacterial Reduction Project
The Jackson County Conservation District holds a federal 319 Non-point Source grant to identify and reduce bacterial pollution in the Upper Grand River Watershed. The ICD is coordinating project tasks for sites within Ingham County. In FY13 this has meant conducting field studies and planning for 2014 stream monitoring and outreach activities.

Red Cedar River Watershed Monitoring Project
The ICD received a Clean Michigan Initiative grant from the MDEQ to monitor E.coli and dissolved oxygen levels in key tributaries of the Red Cedar River. In 2013 sampling was completed. The results are now being shared with partners and the public along with strategies to help reduce bacterial pollution.

Volunteer Stream Monitoring
The ICD participated in all 3 seasons of the Adopt-A-Stream program. The ICD recruited volunteers and led teams to 5 Ingham County sites in the Upper Grand River Watershed to monitor stream invertebrate populations. This program is housed with the Jackson County Conservation District.

Russell Park Rain Garden
The ICD continues to maintain this beautiful rain garden in Leslie as an outreach and educational resource, showcasing the benefits of rain gardens to watershed health.

Middle Grand River Watershed Planning Project
The ICD continues to be an active stakeholder in this project with Eaton Conservation District.

Red Cedar River Watershed Planning Project
The ICD continues to be an active stakeholder in this project with the Michigan State University Institute of Water Research.

Outreach and Education

At the Ingham Conservation District
- Hosted 4 Pheasants Forever Hunter Safety Classes (180 participants)
- Grow Your Own Gourmet Mushrooms Workshop (15 attendees)
- Annual Meeting (44 attendees)
- ICD property used as a study site for MSU class projects
- ICD property used as a search & rescue training site
- Added 127 new e-newsletter subscribers
- Added a “Farm News” page to ICD’s website
- Maintained 6 miles of trails
- Improved the ICD’s 200 acres by: -initiating an invasive plant inventory -removing >20 yards of invasive plant material -developing a prairie burn plan.

Community Events
- Quiet Water Symposium (1,343 attendees)
- Everybody Eats (>200 attendees)
- Ingham County Fair
- Children’s Water Festival (>100 children)
- Russell Park Rain Garden Maintenance
- Mid Michigan Program for Greater Sustainability Consortium
- Donated 900 trees to scouts, schools and conservation organizations

Supporting the ICD

Tree Sale
In FY13 the ICD offered 68 different species and sold over 17,000 plant materials. The ICD encourages the planting of native species. Tree plantings improve air quality, reduce erosion and aesthetically improve our communities.

Green Space Trail Race
The ICD held its 5th annual Green Space Trail Race on October 13th. 118 participants had a chance to support local conservation by walking or running a 5K or 10K trail through the diverse habitats at the ICD. The ICD also provided outreach materials and tree seedlings to all participants.

Deer Hunts
The ICD leased hunting rights to local hunters for the bow, firearm and muzzleloader seasons.
Michigan Agriculture Environmental Assurance Program

This Farm is Environmentally Verified

The Ingham Conservation District is proud to support and promote the Michigan Agriculture Environmental Assurance Program (MAEAP). MAEAP is a voluntary, confidential, non-regulatory program dedicated to helping agricultural producers reduce environmental risks.

FY13 MAEAP ACCOMPLISHMENTS

- 9 New MAEAP verifications in FY2013 for Ingham County (2 Cropping, 3 farmstead and 4 livestock)
- 13 Farms worked covering 2,584.25 Acres in Ingham County (190 of those acres are newly verified farms)
- Nutrient Management plans developed for 2,384.24 acres of cropland
- Pest Management Plans (pesticide risk mitigation) developed for 2,480 acres
- 47 On-farm visits
- 30 Farms actively pursuing verification
- 22 New farms recruited (Completed MAEAP Phase 1 & begin working with in FY 2014)
- 96.75 acres Buffer/Filter Strips were installed or improved
- 628 acres of Cover Crops planted
- 1 farm restricted livestock access to local lakes, rivers and streams
- Potential verifications (59)

The MAEAP and NRCS are critical partners that deliver technical assistance to agricultural producers in Ingham County.

Natural Resources Conservation Service

The ICD is proud to be a partner with the NRCS and promote federal conservation programs. In FY13 the NRCS provided assistance to over 3,000 customers in Ingham and Livingston Counties. These customers included those interested in Farm Bill programs and/or other technical recommendations and customers who have an existing conservation contract.

Ingham County residents benefited from Farm Bill Programs including the Environmental Quality Incentive Program (EQIP), the Wetland Reserve Program (WRP), the Conservation Stewardship Program (CRP) and the Farm and Ranchland Protection Program (FRPP).

Some examples of conservation practices that have been put into place as a result of these programs include planning and implementation of Conservation Cover, Conservation Crop Rotation, Cover Crops, Fencing, Integrated Pest Management, Nutrient Management, Conservation Tillage, Wetland Restoration and Wildlife Habitat Improvements.

Volunteers

Volunteers are essential to the success of the ICD. In 2013 volunteers contributed over 1,000 hours of their valuable time to support conservation stewardship. Thank you to everyone who gave their time.

A special thanks to the ICD Grounds and Building Team that meets weekly to help maintain the ICD grounds and facilities.

Thank you to all of our Stream Monitors helping to assess the water quality of our local river and streams.

Thank you to everyone who helped during our Tree Sale and Trail Race fundraising events.

Thank you to those who helped with invasive plant management.

Thank You!

Volunteer Appreciation Luncheon - November 2013
Thank You to our Partners and Supporters

- Allegiance Health
- Besco Water Treatment, Inc.
- City of Leslie
- Dart Bank
- Eaton Conservation District
- Express Tree Service
- Farm Service Agency
- Goldar Associates
- Hager Fox Heating and Cooling
- Ingham County Farm Bureau
- Ingham County Health Department
- Ingham County MSU Extension
- Ingham County Parks Department
- Jackson County Conservation District
- Jackson National Life Insurance
- Meijer
- Michigan Association of Conservation Districts
- Michigan Department of Agriculture
- Michigan Department of Environmental Quality
- Michigan State University Institute of Water Research
- Michigan Department of Natural Resources
- Pet Supplies Plus
- Pheasants Forever
- Shawhaven Farm
- Stewardship Network
- Tri-County Regional Planning Commission
- USDA Natural Resources Conservation Service
- Upper Grand River Watershed Alliance
- Ware's Pharmacy
- Zielinski Dental

Become a Part of the Ingham Conservation District

Local Support is Critical to the Success of any Conservation District. We are fortunate to have wonderful board members and volunteers. You can be a part of local conservation too!

Join the ICD Board of Directors
- Guide the ICD in its mission
- Attend monthly board meetings
- Participate in special events
- Share your passion for natural resources stewardship

Volunteer
- Join the Grounds and Building Team
- Watershed Events
  - River cleanups
  - Rain garden
  - Stream monitoring
- Special Events
  - Tree Sale
  - Trail Race