THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, OCTOBER 6, 2015 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 September 15, 2015 Minutes
Additions to the Agenda
Limited Public Comment

1. Facilities - Resolution Authorizing Repairs to the Condensate Receiver and Installation of a New Vacuum Pump to the Heating System at the Ingham County Jail

2. Health Department
   a. Resolution to Amend Resolution #14-270 to Authorize a No-Cost Extension to the Agreement with Michigan Public Health Institute for the Michigan Pathways to Better Health Project
   b. Resolution to Authorize Reversion of a Public Health Nurse IV Position to Public Health Nurse III

3. Road Department
   a. Resolution to Approve Entering into a Construction Contract with the MDOT/ICRD Selected Low Bidder in Relation to the Marsh Road Bridge Emergency Repair Project
   b. Resolution Setting a Public Hearing Date for a Proposed Road Abandonment of Forsberg Drive in Meridian Township, Ingham County, Michigan Pursuant to Public Act 283 of 1909, as Amended

4. Potter Park Zoo
   a. Resolution Authorizing Potter Park Zoological Society Reimbursement for 2015 Administrative Support
   b. Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2016 Marketing
   c. Resolution Authorizing a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide the 2016 Management of Seasonal Workers

5. Human Resources - Presentation on the Methodology for the County-Wide Classification and Compensation Study and Project Update from the Hay Group, Inc.
6. **Controller’s Office**
   a. City of Lansing Request for Assessing Assistance *(Pending Receipt of Letter from the City of Lansing)*
   b. Report on Regional Assessing Options *(Materials Available at the Meeting)*

7. **Board of Commissioners**
   a. Resolution Appointing John Dinon as Ingham County Animal Control Director
   b. (Referral) Memo from Matthew T. Mikolajczyk Regarding the Ingham County Trails Bridge Repair Costs and Ranking
   c. Resolution Recognizing the Week of October 26 – 30, 2015 as “College Application Week” in Ingham County

**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](http://www.ingham.org).
COUNTY SERVICES COMMITTEE  
September 15, 2015  
Draft - Minutes

Members Present: Koenig, Bahar-Cook, Banas, Crenshaw, Hope, Koenig, and Maiville

Members Absent: Celentino

Others Present: Treasurer Eric Schertzing, Tim Dolehanty, Rick Terrill, Jill Rhode, Sandy Gower, Bill Conklin, Tim Morgan, Stacy Biers, Becky Bennett, Matt Nordfjord, Sally Auer, Renee Kouyate, Ryan Buck, and others

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

Approval of the August 18, 2015 and August 24, 2015 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE AUGUST 18, 2015 AND AUGUST 24, 2015 COUNTY SERVICES COMMITTEE MEETINGS.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

Additions to Agenda

12. Resolution Honoring Firefighter Dennis Rodeman

Tim Dolehanty, Controller/Administrator, stated that Mike Ashton, Chief Information Officer, had submitted the Innovation and Technology Department September Update Report to the Committee this evening.

Limited Public Comment

Sally Auer, UAW Chairperson, introduced Renee Kouyate, BCCC/ Administrative Assistant. She stated that Ms. Kouyate had received a pink slip roughly two weeks ago. Ms. Auer stated that with the assistance of Mr. Dolehanty and Chairperson Celentino, a vacant position in the Health Department was discovered for which Ms. Kouyate had the qualifications. She further stated that she was grateful this issue could be addressed with a positive outcome.

Ms. Kouyate thanked Mr. Dolehanty for his assistance in securing the new position with the Health Department. She stated that she had many positive recommendations and provided a brief overview.

Mr. Dolehanty stated that he was glad everything worked out, and thanked Ms. Auer for providing much of the information.
MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. **Treasurer**
   a. Resolution Authorizing Submission of a Community Development Block Grant/Home Grant Application for $315,000 for a Home Owner Rehabilitation Program
   b. Resolution to Contract with Capital Area Community Services to take Client Referrals from Ingham County Treasurer

2. **Health Department** - Resolution to Reclassify Vacant Lead Social Worker Position to Medical Social Worker Position

3. **Facilities** - Resolution Amending the Lease Agreement with Capitol Walk Parking, LLC to Lease the Eleven Remaining Employee Parking Spaces

4. **Parks** - Resolution Transferring Funds from the Parks Department Capital Improvement Fund for Hawk Island Snow Hill Equipment Payback

5. **Human Resources** – Resolution Certifying Representatives for the MERS Annual Conference

8. **Road Department**
   b. Resolution to Approve the Hannah Boulevard No Stopping, Standing, or Parking Traffic Control Order and Eyde Parkway No Stopping, Standing, or Parking Traffic Control Order
   d. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

10. **Board of Commissioners**
    a. Resolution Recognizing Hispanic Heritage Month and Celebrating the Heritage and Culture of Latinos in Ingham County and Latinos in the United States
    b. Resolution to Establish an Ingham County Contracts Procedures

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

5. **Economic Development** - Resolution Approving Ingham County’s Participation in the Lansing Regional Brownfield Coalition and Entering into a Memorandum of Agreement Between the City of Lansing Brownfield Redevelopment Authority, City of East Lansing, Ingham County, Eaton County, and Clinton County
MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION APPROVING INGHAM COUNTY’S PARTICIPATION IN THE LANSING REGIONAL BROWNFIELD COALITION AND ENTERING INTO A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF LANSING BROWNFIELD REDEVELOPMENT AUTHORITY, CITY OF EAST LANSING, INGHAM COUNTY, EATON COUNTY, AND CLINTON COUNTY.

Commissioner Bahar-Cook stated that she supported this resolution. She further stated that the County had a role to play in economic development. Commissioner Bahar-Cook stated that as the County reviews its strategic priorities, that this topic should be part of the conversation.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

6. Farmland and Open Space Preservation Board - Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Goodnoe and Stickle Properties

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON GOODNOE AND STICKLE PROPERTIES.

Commissioner Maiville stated that the resolution’s title should state, “Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Swiler, Bauman, Eifert, and Fogg Goodnoe and Stickle Properties.”

Commissioner Maiville disclosed that he had prior relationships with the owners of the Swiler property, Dale & Janet Swiler, and Bauman property, George & Elizabeth Bauman.

Commissioner Bahar-Cook asked Stacy Biers, Farmland and Open Space Preservation Board, how the meeting with United States Senator Debbie Stabenow went.

Ms. Biers provided an overview of what occurred at the meeting.

Commissioner Bahar-Cook asked Ms. Biers about the matching funds issue.

Ms. Biers stated that they were always looking for opportunities for matching funds. She further stated that there continued to be issues with the federal process, and these issues made it difficult to secure matching funds.

Commissioner Maiville asked for information regarding a specific application and what amount of federal matching funds were in play.

Ms. Biers provided an overview of the application. She further provided an overview of how the federal process was making it difficult to secure matching funds.

Commissioner Maiville stated that these delays were costing the landowners and others.
Ms. Biers provided an overview of the appraisal process in the context of waiting for the federal process to conclude.

Commissioner Maiville stated that he had received numerous calls from a constituent who were frustrated with the federal process.

Vice Chairperson Koenig asked whether Ms. Biers informed applicants of the length of the process.

Ms. Biers answered yes.

Commissioner Bahar-Cook asked whether Commissioner Maiville’s constituent was concerned about the delay due to the process’s handling by the Farmland and Open Space Preservation Board and County or the federal government.

Commissioner Maiville stated that it appeared to reflect negatively on Farmland and Open Space Preservation Board, the County, and the federal government.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

8. Road Department
   c. Resolution Authorizing the Purchase of 2015 Seasonal Requirement of Asphalt Emulsions for the Road Department

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION AUTHORIZING THE PURCHASE OF 2015 SEASONAL REQUIREMENT OF ASPHALT EMULSIONS FOR THE ROAD DEPARTMENT.

Commissioner Maiville asked what the ramifications were for work that was performed that did not meet specifications.

Bill Conklin, Road Department Director, stated that they would know in the next couple of months whether the material would be able to perform or not.

Discussion

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

8. Road Department
   a. Agreement and Release with Enbridge Energy
      1. Discussion Regarding Settlement Agreement with County Attorney
         (Closed Session)

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. MAIVILLE, AT 6:24 P.M. TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSES OF A
DISCUSSING A CLIENT-ATTORNEY PRIVILEGED WRITING FURNISHED BY THE COUNTY ATTORNEY.

THE MOTION CARRIED UNANIMOUSLY. **Yeas:** Bahar-Cook, Banas, Crenshaw, Hope, Koenig, and Maiville **Nays:** None **Absent:** Celentino

The meeting entered into closed session.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. BANAS, AT 6:43 P.M. TO MOVE THE MEETING BACK INTO OPEN SESSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

8. **Road Department**
   a. Agreement and Release with Enbridge Energy
   2. Resolution to Approve the Payment Agreement and Release with Enbridge Energy, Limited Partnership

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION TO APPROVE THE PAYMENT AGREEMENT AND RELEASE WITH ENBRIDGE ENERGY, LIMITED PARTNERSHIP.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

9. **Controller’s Office**
   a. Discussion Regarding the Strategic Planning RFP Scope of Services

Mr. Dolehanty provided an overview of the RFP Scope of Services.

Commissioner Bahar-Cook asked whether it would be prudent to include those entities that are collecting or spending money from our millages.

Mr. Dolehanty stated that they intended to include them under the employee part.

Discussion.

Mr. Dolehanty stated that the Michigan Association of Counties had provided valuable data on mandates to the Controller’s Office, which he would share with the commissioners.

There was a discussion regarding “3.0 Purpose of the Strategic Planning Exercise.”

Commissioner Bahar-Cook stated that she was willing to spend a Saturday or two to put the work in to make this project work well.

Vice Chairperson Koenig asked when the last time a strategic planning document was prepared.
Mr. Dolehanty stated that there was a document prepared in the 1990’s, however it did not go past that.

Discussion.

9. **Controller’s Office**  
   b. Discussion Regarding the Proposed Employee Satisfaction Survey

Mr. Dolehanty provided an update on the progress of this project, including his meetings with the elected countywide officials. He stated that they were retooling the variables that they were going to use in the survey.

Commissioner Maiville asked whether Mr. Dolehanty had made contact with the Prosecuting Attorney (PA).

Mr. Dolehanty answered that he had not been able to make contact with the PA.

Commissioner Hope asked whether there were any unresolved concerns from the countywide elected officials.

Mr. Dolehanty stated that many of their concerns were addressed when they were informed that variables had changed and how the survey results would be reported.

Commissioner Hope asked whether labor would be involved in the process.

Mr. Dolehanty answered yes.

Commissioner Hope asked whether labor would be offered an opportunity to comment on the survey before it would go out.

Mr. Dolehanty answered yes.

There was a discussion about the issues raised by the 9-1-1 Assessment by Dr. Julie Brockman with regard to surveying.

Mr. Dolehanty stated that there was no urgency to send this survey out, so everyone could work together to develop a good survey and ensure it was deployed properly and effectively.

There was a discussion about the role of labor in this project and the goal of proactive outcomes.

Commissioner Crenshaw asked whether the Controller’s Office still had to be part of any IT Department/County Clerk meeting.

Mr. Dolehanty answered that it had not been necessary, however the invitation remained there.

12. **Resolution Honoring Firefighter Dennis Rodeman**
MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION HONORING FIREFIGHTER DENNIS RODEMAN.

Commissioner Maiville stated Dennis Rodeman was an American hero.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Celentino.

11. Board Referral - Letter from Jeffrey T. Smith Regarding the Bridge Repair Plans on Marsh Road

There was no action taken on this item.

Announcements

Commissioner Bahar-Cook stated that the next Board of Commissioners meeting fell on Kol Nidre of Yom Kippur, so she would only be able attend for a limited amount of time and would have to leave early.

Commissioner Hope suggested that the commissioners take the Tri-County Regional Planning Ultimate Bus Tour.

Discussion.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:09 p.m.
ACTION ITEMS:
The Controller/Administrator recommends approval of the following resolutions:

1. **Facilities Department** - Resolution Authorizing Repairs to the Condensate Receiver and Installation of a New Vacuum Pump to the Heating System at the Ingham County Jail

   The Facilities Department seeks approval to proceed with condensate receiver repairs and installation of a new vacuum pump to the heating system at the jail. This need was discovered while performing routine repairs on the system. Both the condensate receiver and vacuum pump are vital components in the heating system. The Facilities Department cannot effectively operate the heating system for the jail without the vacuum pump. The total cost of these repairs will not exceed $13,405, with funds coming from existing budgeted line items.

2a. **Health Department** - Resolution To Amend Resolution #14-270 To Authorize A No-Cost Extension To The Agreement With Michigan Public Health Institute For The Michigan Pathways To Better Health Project

   This resolution authorizes a no-cost extension of the Pathways Project by allocating $408,980 in carry-over funding. Approval of the resolution will extend the project through March 31, 2016.

2b. **Health Department** - Resolution to Authorize Reversion of a Public Health Nurse IV Position to Public Health Nurse III

   This resolution authorizes a change to a current Public Health Nurse (PHN) position #601142 from a level IV to a level III. This position was created as authorized under Resolution #13-486 which requires the Health Department to post a PHN IV position internally. After the successful candidate was chosen, their PHN III Position will be converted to a PHN IV.

3a. **Road Department** - Resolution to Approve Entering into a Construction Contract with the MDOT/ICRD Selected Low Bidder in Relation to the Marsh Road Bridge Emergency Repair Project

   The Road Department seeks authorization to enter into an agreement with a yet-to-be-determined low bidder for emergency repairs to the Marsh Road bridge over the Canadian National Railroad at a total estimated cost of $100,000. Funding consists of $90,000.00 in Local Bridge Program funding and up to $10,000.00 in Ingham County matching funds. Because time is of the essence in this emergency repair project, so the bidding process was expedited in order to complete necessary bridge repairs by Thanksgiving. Bids are due September 29, 2015, and a recommended bidder will be known by the next scheduled meeting of the Board of Commissioners.
3b. **Road Department** - Resolution Setting a Public Hearing Date for a Proposed Road Abandonment of Forsberg Drive in Meridian Township, Ingham County, Michigan Pursuant to Public Act 283 of 1909, as Amended

The Road Department received a petition to abandon a portion of Forsberg Drive in the Ponderosa residential subdivision located in Meridian Township. Forsberg Drive is a “road stub” that consists of about 259 feet of public road right-of-way. Public road abandonment requests are governed by the Public Highways and Private Roads Act (MCL 224.18) which include hearing procedure and notice requirements. The Road Department recommends approval of a draft resolution to schedule a public hearing for abandonment of Forsberg on November 24, 2015.

4a. **Potter Park Zoo** - Resolution Authorizing Potter Park Zoological Society Reimbursement for 2015 Administrative Support

The Potter Park Zoo Board and the zoo management team incur joint administrative and financial services expenses in the management of the zoo. A funding arrangement between Ingham County and the Potter Park Zoological Society sets forth prorated funding responsibilities of both organizations. The proposed resolution would authorize transfer of $88,471 from the Potter Park Zoo Millage to the Potter Park Zoological Society to honor commitments of the funding arrangement.

4b. **Potter Park Zoo** - Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2016 Marketing

The Potter Park Zoological Society supports educational programming, special events, operating costs, and capital improvements at the Potter Park Zoo. The proposed Resolution seeks formal transfer of $60,000 from proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for 2016 marketing purposes. This transfer is contingent upon approval of the 2016 budget.

4c. **Potter Park Zoo** - Resolution Authorizing a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide the 2016 Management of Seasonal Workers

The Potter Park Zoo management team wishes to continue providing excellent customer service and to improve upon existing standards in a financially prudent manner. In that spirit, the Zoo management team recommends allowing Potter Park Zoological Society to provide for management of all seasonal staff. The proposed resolution also provides for transfer of $141,000 from the Potter Park Zoo Millage to the Potter Park Zoo Society for management of all seasonal staff. This transfer is contingent upon approval of the 2016 budget.

5. **Human Resources Department** - Presentation on the Methodology for the County-Wide Classification and Compensation Study and Project Update from the Hay Group, Inc.

Representatives of the Hay Group will be in attendance to provide a progress report on the County-wide Classification and Compensation Study.
6a. **Controller’s Office - City of Lansing Request for Assessing Assistance**

The City of Lansing has asked for assessing assistance as allowed by state statute (MCL 211.d (6)). When a local assessing district has not employed a certified assessor, the statute requires that assessment “shall be made by the county tax or equalization department or the state tax commission.” By statute, the City will be responsible for all assessment roll preparation costs.

6b. **Controller’s Office - Report on Regional Assessing Options**

The Controller will distribute a report on regional assessing options. Committee members will be encouraged to review the report for discussion at the next County Services Committee meeting.

7a. **Board of Commissioners – Resolution Appointing John Dinon as Animal Control Director**

This resolution authorizes acceptance of the unanimous conditional recommendation from the Animal Control Director Search Committee for the selection of John Dinon as Animal Control Director for Ingham County. Mr. Dinon has accepted the position and county policy requires County Services approval for step 3.

7b. **Board of Commissioners – (Referral) Memo from Matthew T. Mikolajczyk Regarding the Ingham County Trails Bridge Repair Costs and Ranking**

On behalf of Ingham County, Mannik & Smith Group, Inc. (MSG) recently completed an inventory and appraisal of non-motorized trail bridges. Significant deficiencies were discovered in six structures that pose a high level of risk and warrant immediate attention. MSG prioritized these projects and prepared cost estimates for each project totaling $253,000. The MSG memorandum was referred to the County Services Committee for response.

7c. **Board of Commissioners – Resolution Recognizing the Week of October 26 – 30, 2015 as “College Application Week” in Ingham County**

College Application Week is a national initiative with the goal to provide every graduating high school senior the opportunity to apply to college. The proposed resolution recognizes the week of October 26 - 30, 2015 as College Application Week and encourages all Ingham County schools to participate in this initiative.
TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 18, 2015

SUBJECT: RESOLUTION AUTHORIZING REPAIRS TO THE CONDENSATE RECEIVER AND INSTALLATION OF A NEW VACUUM PUMP TO THE HEATING SYSTEM AT THE INGHAM COUNTY JAIL

The resolution before you authorizes repairs to the condensate receiver and installation of a new vacuum pump for the heating system at the Ingham County Jail.

While performing repairs on the condensate receiver it was discovered that the vacuum pump needs to be replaced. Without the vacuum pump the Facilities Department cannot effectively operate the heating system for the Jail. The condensate receiver and vacuum pump are vital components in the heating system.

Myer’s Plumbing and Heating, Inc. have performed some of the repairs thus far on the condensate receiver and have provided a quote to install a new vacuum pump, and perform all remaining repairs for a not to exceed cost of $8,405.00.

The Facilities Department would like to request a contingency in the amount of $5,000.00 for any unforeseen repairs that may arise, for a total not to exceed amount of $13,405.00.

The Facilities Department would like to request a line item transfer of $13,405.00 from the Magistrate Hearing Room HVAC Line Item# 245-13799-976000-5FC16 which came in under budget leaving a balance of $14,140.00.

Following the requested transfer, funds for this project will be available within Line Item #245-31199-931000-5FC20 which will have a balance of $13,405.00.

I recommend approval of this resolution.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING REPAIRS TO THE
CONDENSATE RECEIVER AND INSTALLATION OF A NEW VACUUM PUMP
TO THE HEATING SYSTEM AT THE INGHAM COUNTY JAIL

WHEREAS, while performing repairs on the condensate receiver it was discovered that the vacuum pump needs to be replaced; and

WHEREAS, without the vacuum pump the Facilities Department cannot effectively operate the heating system for the Jail; and

WHEREAS, the condensate receiver and vacuum pump are vital components in the heating system; and

WHEREAS, Myer’s Plumbing and Heating, Inc. have performed some of the repairs thus far on the condensate receiver and have provided a quote to install a new vacuum pump and perform all remaining repairs to the condensate receiver for a not to exceed cost of $8,405.00; and

WHEREAS, the Facilities Department would like to request a contingency in the amount of $5,000.00 for any unforeseen repairs that may arise; and

WHEREAS, the Facilities Department would like to request a line item transfer of $13,405.00 from the Magistrate Hearing Room HVAC Line Item #245-13799-976000-5FC16 which came in under budget leaving a balance of $14,140.00; and

WHEREAS, following the requested transfer, funds for this project will be available within Line Item #245-31199-931000-5FC20 which will have a balance of $13,405.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes repairs to the condensate receiver and installation of a new vacuum pump to be performed by Myer’s Plumbing and Heating, Inc., 16825 Industrial Parkway, Lansing, Michigan 48906 for a not to exceed cost of $13,405.00 which includes a $5,000.00 contingency for any unforeseen repairs that may arise.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes a Line Item transfer in the amount of $13,405.00 from the Magistrate Hearing Room HVAC project Line Item #245-13799-976000-5FC16 into Line Item #245-31199-931000-5FC20 for the condensate receiver repairs.

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 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.
Agenda Item 2a

TO: Human Services Committee
    County Services Committee
    Finance Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: September 18, 2015

RE: Resolution to Amend Resolution #14-270 to Authorize a No-Cost Extension to the Agreement with Michigan Public Health Institute for the Michigan Pathways to Better Health Project

The Ingham County Health Department (ICHD) would like to amend Resolution #14-270 that authorized an agreement with Michigan Public Health Institute (MPHI) to act as Fiduciary and Lead Agency for the Michigan Pathways to Better Health Project (Pathways). The Pathways Project provides home visiting services to adults ages 19-64 with 2 or more chronic conditions who are enrolled in Medicaid or Medicare services. MPHI is requesting a no-cost extension allocating an additional $408,980 of carry over funding to continue the Pathways Project thru March 31, 2016.

MPHI has received approval from the Centers for Medicaid and Medicare Services (CMS) for a 9 month no-cost extension that will continue funding to the Pathways Project from July 1, 2015 to March 31, 2016. The 9 month no-cost extension funding is significantly lower than funding from previous years which has resulted in downsizing the number of subcontracts and staff in the Pathways Project.

Changes within the amendment would include the following:

- Elimination of the nine subcontracts with Community Agencies to hire and deploy Community Health Workers as authorized in Resolution #14-270.
- Ingham Health Plan (IHP) will contract separately with MPHI for funding to continue its role as the hub for the project.
- ICHD will maintain the current staffing of 1.0 FTE Lead Social Worker, 9.0 FTE Community Health Workers, and 0.5 FTE Manager.

I recommend that the Board of Commissioners amend Resolution #14-270 to accept the $408,980 carry over funding from MPHI to continue the Pathways Project.

c: Debbie Edokpolo w/attachment
    Sarah Bryant w/attachment
    Eric Thelen w/attachment
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #14-270 TO AUTHORIZE A NO-COST EXTENSION TO THE AGREEMENT WITH MICHIGAN PUBLIC HEALTH INSTITUTE FOR THE MICHIGAN PATHWAYS TO BETTER HEALTH PROJECT

WHEREAS, in Resolution #14-270 the Board of Commissioners accepted a grant for the Michigan Pathways to Better Health Project (Pathways) in the amount of $1,719,425 and authorized an agreement with Michigan Public Health Institute (MPHI) for the period of July 1, 2014 through June 30, 2015; and

WHEREAS, MPHI has received approval from Centers for Medicaid and Medicare Services (CMS) for a 9 month no-cost extension which will continue funding to the Pathways Project from July 1, 2015 to March 31, 2016; and

WHEREAS, the Ingham County Health Department (ICHD) has been awarded an additional $408,980 in carry over funding through MPHI as part of this no-cost extension to continue the Pathways Project in Ingham County; and

WHEREAS, the 9 month no-cost extension funding is significantly lower than previous years funding which has resulted in downsizing the number of Pathways Project subcontracts and staff; and

WHEREAS, Ingham Health Plan (IHP) will contract separately with MPHI for funding to continue its role as the hub for the Pathways Project; and

WHEREAS, ICHD will maintain current staffing of 1.0 FTE Lead Social Worker, 9.0 FTE Community Health Workers, and a 0.5 FTE Manager; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners amends Resolution #14-270 to authorizes a no-cost extension agreement with MPHI in the amount of $408,980 for the period of July 1, 2015 through March 31, 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #14-270 to authorize a no-cost extension agreement with MPHI in the amount of $408,980 for the period of July 1, 2015 through March 31, 2016.

BE IF FURTHER RESOLVED, that ICHD will maintain current staffing of 1.0 FTE Lead Social Worker, 9.0 FTE Community Health Workers, and a 0.5 FTE Manager.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the county after approval as to form by the County Attorney.
Agenda Item 2b

TO: Human Services Committee
    County Services Committee
    Finance Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: September 30, 2015

SUBJECT: Resolution to Authorize Reversion of a PHN IV Position to a PHN III Position

The Ingham County Health Department (ICHD) would like to authorize a change to a current Public Health Nurse (PHN) position #601142 from a level IV to a level III. This position was created according to Resolution #13-486 and stated ICHD would internally post a PHN IV position. In March of 2014 the successful candidate was chosen and PHN III #601142 was converted to a PHN IV.

Due to unforeseen personal circumstances, the employee resigned as PHN IV on August 10, 2015 and a PAR was created to convert this position back to a PHN III. Through subsequent conversations with the Human Resource Department it was determined that a resolution is necessary to effect the change. Therefore, we are requesting that position #601142 revert back to a PHN III. As a result of this adjustment and per the language in Resolution #13-486, the Maternal Child Health Division plans to repost the PHN IV position and promote a current PHN III whose position number will change to a PHN IV. There will be no increase in the number of authorized positions.

I recommend that the Board of Commissioners adopt the attached resolution and authorize position #601142 to revert back to a PHN III and the PHN IV position to be posted internally.

c: Debbie Edokpolo w/attachment
    Regina Traylor w/attachment
    Eric Thelen w/attachment
Agenda Item 2b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE REVERSION OF A PUBLIC HEALTH NURSE IV POSITION TO PUBLIC HEALTH NURSE III

WHEREAS, the Ingham County Health Department’s (ICHD) Maternal Child Health (MCH) Division provides a number of community-based services throughout Ingham County, including the Maternal Infant Health Program (MIHP), which provides home visiting services to Medicaid-eligible pregnant women and children under the age of one; and

WHEREAS, programmatic changes and additional requirements necessitated the identification of an PHN IV to provide overall program structure and guidance for daily responsibilities of the program; and

WHEREAS, the MCH Division identified an existing Public Health Nurse (PHN) III to be promoted to a PHN IV through Resolution #13-486; and

WHEREAS, position #601142 has functioned as the PHN IV from March 2014 to August 2015; and

WHEREAS, due to unforeseen personal circumstances and resignation of staff, position #601142 will revert back to a PHN III; and

WHEREAS, the MCH Division plans to repost the PHN IV and promote a current PHN III with no change in the number of authorized positions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the reversion of position #601142 from a PHN IV to a PHN III.

BE IT FURTHER RESOLVED, that this staffing change will be effective August 10, 2015.

BE IT FURTHER RESOLVED, that the MCH Division will post the PHN IV position internally.
TO: County Services and Finance Committees

FROM: Robert Peterson, Director of Engineering
       Road Department

DATE: September 23, 2015

SUBJECT: Marsh Road Bridge Emergency Repair Project

Background:
The Ingham County Road Department (ICRD) received Local Bridge Program funding to remove and replace
the superstructure of the Marsh Road Bridge over the Canadian National Railroad. The bridge is located near
Haslett, just north of Haslett High School. The superstructure replacement was recommended by our bridge
inspection consultant based on their 2013 biennial bridge inspection report.

The superstructure replacement project generally involves replacement of all the bridge elements above the
abutments and piers, which involves new beams, concrete deck, railings, and guardrail. The construction is
proposed to be performed using half-width construction, which involves building the bridge superstructure a
half at a time while maintaining traffic on the other half. Construction is scheduled to coincide with Haslett’s
school summer break starting in June 2016.

Current Issue:
An August 2015 biennial bridge inspection revealed that a number of the bridge’s beams ends had deteriorated
to the point where the bridge inspector recommended that the northbound outside lane be immediately closed to
traffic. Since funding has been allocated for the superstructure replacement project and half-width construction
methods are to be utilized, ICRD requested emergency funding to repair the deteriorated beams to ensure that
all lanes crossing the structure can be open to serve the public and to facilitate the bridge superstructure project
scheduled for next summer.

We recently received the emergency funding from the Michigan Department of Transportation (MDOT) Local
Bridge Program Manager, put together the bidding documents, and solicited bids for the Marsh Road Bridge
Emergency Repair Project through the Purchasing Department. Bids are due September 29, 2015, which gives
contractors only two weeks to compile their bids. Time is of the essence, so we are expediting the bidding
process - our intent is to have a contractor under contract and repair the bridge by Thanksgiving.

Request:
Since bids are due six days after the Board of Commissioner’s packet deadline, and Ingham County’s local
match amount will be less than $10,000, I am requesting that the Board of Commissioner’s approve entering
into a construction contract with the MDOT/ICRD selected low bidder and approve up to $10,000 of Road
Department funding toward the project.

Approval of the attached resolution is recommended.
RESOLUTION TO APPROVE ENTERING INTO A CONSTRUCTION CONTRACT WITH THE MDOT/ICRD SELECTED LOW BIDDER IN RELATION TO THE MARSH ROAD BRIDGE EMERGENCY REPAIR PROJECT

WHEREAS, the Ingham County Road Department received Local Bridge Program funding to remove and replace the superstructure of the Marsh Road Bridge over the Canadian National Railroad, per a recommendation by our bridge inspection consultant; and

WHEREAS, the superstructure replacement construction is scheduled to coincide with Haslett’s school summer break starting in June 2016; and

WHEREAS, an August 2015 biennial bridge inspection revealed that a number of the bridge’s beams ends had deteriorated to the point where the bridge inspector recommended that the northbound outside lane be immediately closed to traffic; and

WHEREAS, the Ingham County Road Department requested and received emergency funding from the MDOT Local Bridge Program Manager to repair the deteriorated beams immediately; thus ensuring that all lanes crossing the structure can be open to serve the public and to facilitate the bridge superstructure project scheduled for June 2016; and

WHEREAS, the Project will be undertaken pursuant to a contract between Ingham County, on behalf of the Road Department, and the yet-to–be-determined low bidder; and

WHEREAS, the estimated construction costs for the Project are as follows:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Bridge Program funds</td>
<td>$ 90,000.00</td>
</tr>
<tr>
<td>Ingham County matching funds</td>
<td>$ 10,000.00</td>
</tr>
<tr>
<td></td>
<td>$100,000.00</td>
</tr>
</tbody>
</table>

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a construction contract with a yet-to–be-determined low bidder to effect emergency bridge repairs for a total estimated cost of $100,000.00, consisting of $90,000.00 in Local Bridge Program funding and up to $10,000.00 in Ingham County matching funds.

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

FROM: Robert Peterson, Director of Engineering
Road Department

DATE: September 18, 2015

SUBJECT: Request for Public Hearing to determine whether the public road right-of-way known as Forsberg Drive located in Section 35, Meridian Township, Ingham County, Michigan should be absolutely abandoned and discontinued, pursuant to Public Act 283 of 1909.

The Road Department received an abandonment petition to abandon the public road right-of-way, known as Forsberg Drive, which was dedicated for public use as part of The Ponderosa residential subdivision. The Ponderosa subdivision was recorded via the Plat Act in 1965 and is located just north of Jolly Road and approximately 1 mile east of Dobie Road in the Charter Township of Meridian.

Forsberg Drive is a “road stub” that consists of about 259 feet of public road right-of-way, dedicated to provide a connection from the public roads within The Ponderosa subdivision with unimproved land, immediately west of the subdivision (see attached figure). The lands west of The Ponderosa subdivision are currently being subdivided under the name Ember Oaks. The Ember Oaks platting process was initiated in 1999; three phases of the subdivision have been built and many more are planned. The current master plan of Ember Oaks illustrates a public road connection to The Ponderosa subdivision utilizing the Forsberg Drive right-of-way.

Public road abandonment requests are governed by state statute MCL 224.18, which is part of Public Act 283 of 1909, commonly referred to as the County Road Law. The relevant portions of MCL 224.18 are as follows:

“(3) The board of county road commissioners of any county that has adopted the county road system, at any time, may either relinquish jurisdiction of or absolutely abandon and discontinue any county road, or any part of a county road, by a resolution adopted by a majority vote. The vote of the county road commissioners in respect to either relinquishment of jurisdiction or absolute abandonment and discontinuance shall be taken and entered, and notice given, in the same manner as required in this section in cases in which county roads are adopted. After proceedings to relinquish jurisdiction have been had, the jurisdiction and control of the road, or part of the road, except as otherwise provided in this section, shall revert to the municipality within which the road is situated, and the county shall be relieved of the responsibility for the road. After proceedings to abandon absolutely and discontinue, the road or part of the road shall cease to exist as a public highway unless the unit of government that acquires the property or control of the property permits use as a public highway. Subject to subsection (8), the board, at the time of the passage of a
resolution to abandon absolutely and discontinue any portion of a highway under its jurisdiction, shall determine in the resolution that it is in the best interests of the public that the highway or portion of the highway be absolutely abandoned and discontinued. The board shall cause a true copy of every resolution or other proceeding containing an accurate description of the lands comprising the highway or portion of the highway that has been absolutely abandoned and discontinued to be recorded in the office of the register of deeds for the county where the lands are situated.

(4) The board of county road commissioners shall not absolutely abandon and discontinue any highway, or part of a highway, except as provided in this section, upon the written petition of 7 or more freeholders of the township in which the road is sought to be absolutely abandoned and discontinued. The petition for absolutely abandoning and discontinuing a highway shall describe the road in general terms or by any name by which it is known, and if the absolute abandonment and discontinuance of only a portion of a road is asked for, that portion shall be specified. The petition shall be accompanied by a true and correct list of the names and mailing addresses of the occupants of each parcel of land abutting the highway, or portion of the highway, sought to be absolutely abandoned and discontinued, which list shall be certified to under oath by 1 of the persons making or presenting the petition.

(5) If a petition for absolute abandonment and discontinuance of a road or portion of a road contains the signatures of all of the owners of record and occupants of land abutting the road, as ascertained from the records in the office of the register of deeds and the certified list provided for in subsection (4), the board of county road commissioners shall, within 20 days after receiving the petition, subject to subsection (8), determine the advisability of the abandonment and discontinuance and either grant or deny the petition without further proceedings. In all other cases the board shall, within 20 days after receiving a petition, issue a written notice stating the object of the petition and appointing a time and place of hearing, which notice shall be served on the township board of the township in which the road is situated and on the owners of record and occupants of lands through or adjoining which it is proposed to absolutely abandon and discontinue the road, by mailing a copy of the notice by first-class mail to the township board of the township in which the road is situated and to the residence of each owner of record or occupant at his or her last known address at least 30 days before the time of hearing. The township board of the township in which the road is situated shall have first priority to retain the property or portion of the property. The board shall also notify the township or municipality within which the road is situated, the state transportation department, and the department of natural resources if the action concerns any county road or portion of a county road that borders on, crosses, is adjacent to, or ends at a lake or the general course of a stream and the proposed action would result in the loss of public access. If the owner does not reside upon the land or the owner of record or occupant cannot be found within the county in which the land is situated, the notice to the owner of record or occupant of the land shall be served by posting in 3 public places in the township in which the road is situated, and by publication in a newspaper circulated within the county, 30 days before the time of hearing. Notice shall be served upon railroad companies by leaving a copy with the agent in charge of any ticket or freight
office of the company operating the railroad, on the railroad line. The department of natural resources and the township or municipality within which the road is situated shall review the petition and determine within 30 days whether the property should be retained as an ingress and egress point. If the road is situated in a township, the township shall have first priority and the department of natural resources shall have second priority to retain the property as an ingress and egress point. If the road is not situated in a township, the department of natural resources shall have first priority to retain the property as an ingress and egress point.

(6) Upon the service of the notice required in subsection (5), and before any further proceedings are held, the person by whom the service was made shall make and annex to the notice, or a copy of the notice, an affidavit stating the time and manner of service, which shall be by first-class mail, and by posting and advertising. In addition, if service is upon a railroad company, the affidavit shall so state and shall specify the agent upon whom service was made. The notice and affidavit, together with an affidavit of publication if the notice was published, shall be attached to the petition, and the whole shall be present at the time of the hearing upon the petition. The board of county road commissioners may designate, as hearing examiner, an employee to hold the hearing upon the petition. After the hearing, the examiner shall report all findings of fact to the board.

(7) The board of county road commissioners or the superintendent or engineer employed by the board shall proceed to view the premises described in the petition and notice, and the board shall ascertain the necessity or advisability of absolutely abandoning and discontinuing the highway pursuant to the petition.

(8) Subject to subsection (5), if the board of county road commissioners determines pursuant to this section to relinquish control, discontinue, abandon, or vacate any county road or portion of a county road that borders on, crosses, is adjacent to, or ends at a lake or the general course of a stream and the township, if applicable, or the department of natural resources decides to maintain the road as a public access site, it shall convey by quitclaim deed or relinquish jurisdiction over the property if the interest is nontransferable to the township or the state. If the township obtains the property or jurisdiction over the property as an ingress and egress point and later proposes to transfer the property or jurisdiction over the property, it shall give the department of natural resources first priority to obtain the property or jurisdiction over the property. If the state obtains the property or jurisdiction over the property under this subsection, the property shall be under the jurisdiction of the department of natural resources. The state may retain title to the property, transfer title to a local unit of government, or deed the property to the adjacent property owners. If the state has purchased the property with restricted fund revenue, money obtained from sale of the property shall be returned to that restricted fund. The local unit of government shall either maintain the property as a site of public access or allow it to revert to the adjoining landowners.

(9) Subject to subsection (5), if the board of county road commissioners determines pursuant to this section to abandon any county road or portion of a county road to a township, it shall quitclaim deed the property if the interest is nontransferable to the
towmship. The township shall either retain the property or allow it to revert to the adjoining landowners.

(10) Within 30 days after final determination upon the petition for absolutely abandoning and discontinuing a highway, the board of county road commissioners shall file with the state transportation commission a full record and return of its proceedings. A determination by the board of county road commissioners under this section is binding for purposes of 1927 PA 341, MCL 247.41 to 247.46.

(11) The board of county road commissioners may reserve an easement for public utility purposes within the right-of-way of any road absolutely abandoned and discontinued under this section and may, by resolution, extinguish any easement so reserved whenever the easement ceases to be used for public utility purposes.”

Since the abandonment petition does not contain the signatures of all of the owners of record and occupants of land abutting the road, the Board must “... issue a written notice stating the object of the petition and appointing a time and place of hearing, which notice shall be served on the township board of the township in which the road is situated and on the owners of record and occupants of lands through or adjoining which it is proposed to absolutely abandon and discontinue the road, by mailing a copy of the notice by first-class mail to the township board of the township in which the road is situated and to the residence of each owner of record or occupant at his or her last known address at least 30 days before the time of hearing.”

Additionally, Subsection 3 requires that notice be given, in the same manner as described earlier in the statute. The relevant portion of Subsection 1 that deals with notice is as follows:

Notice of the determination shall be immediately given by the clerk to the highway authorities of each city or village in which the road or any part of the road is situated, and published in a newspaper of general circulation in the county, once in each week for 3 successive weeks.

The reason for this memo and resolution is to request that the abandonment public hearing be scheduled, per MCL 224.18. The date of the public hearing must be at least 30 days after notice is sent and the date is proposed to be set during the October 13th meeting. Therefore, the hearing can be held no earlier than November 13, 2015. In an effort to consolidate the public hearing with a regularly scheduled Board of Commissioners meeting, the public hearing could be held November 24, 2015.

Once the public hearing is scheduled, Road Department staff will provide a memo detailing the issues surrounding the abandonment of Forsberg Drive.

Approval of the attached resolution to schedule a public hearing for the Forsberg Drive abandonment during the November 24, 2015, Board of Commissioners meeting is requested.
INGHAM COUNTY ROAD COMMISSION

PETITION FOR ABANDONMENT

TO: Board of Ingham County Road Commissioners
301 N. Bush Street, P.O. Box 38
Mason, Michigan 48854-0038

Board Members:

We, the undersigned \underline{10} \hspace{1cm} (or more) freeholders of the Township of \underline{Meridian} \\
\underline{Ingham County, Michigan}.

(Petitioners Signatures – Not less Than 7)

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mark Hooper</td>
<td>3653 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Mark Hooper)</td>
<td></td>
</tr>
<tr>
<td>2. Nick Gavrilides</td>
<td>3627 Stagecoach Drive, Okemos MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Nick Gavrilides)</td>
<td></td>
</tr>
<tr>
<td>3. Patrick England</td>
<td>3670 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Patrick England)</td>
<td></td>
</tr>
<tr>
<td>4. Dana Gavrilides</td>
<td>3627 Stagecoach Drive, Okemos Mi 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Dana Gavrilides)</td>
<td></td>
</tr>
<tr>
<td>5. Thomas Repaskey</td>
<td>3663 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Thomas Repaskey)</td>
<td></td>
</tr>
<tr>
<td>6. Marcia Hooper</td>
<td>3653 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Marcia Hooper)</td>
<td></td>
</tr>
<tr>
<td>7. Jean Schultz</td>
<td>3591 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Jean Schultz)</td>
<td></td>
</tr>
<tr>
<td>8. Warren D'Souza</td>
<td>3598 Stagecoach Drive, Okemos Mi 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Warren D'Souza)</td>
<td></td>
</tr>
<tr>
<td>9. Kyle MacMillan</td>
<td>3609 Stagecoach Drive, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Kyle MacMillan)</td>
<td></td>
</tr>
<tr>
<td>10. SP Investments Limited Partnership</td>
<td>4665 Dibble Road, Okemos, MI 48864</td>
</tr>
<tr>
<td>(Please print name legibly: Keith Schroeder, Partner)</td>
<td></td>
</tr>
</tbody>
</table>

respectfully petition as follows:
That the Board of Ingham County Road Commissioners shall consider for absolute abandonment and discontinuance, the street or road generally referred to as (road or street name):
Forsberg Drive

located in Meridian Township, Ingham County, State of Michigan.

That the following is a description of that portion of street or road to be considered for absolute abandonment and discontinuance (subdivision name, if any, and portion between what nearest intersecting roads, etc.):
Forsberg Drive, as located in the Ponderosa subdivision, between Stagecoach Drive to the east and the Ember Oaks subdivision, to the west.

That we request said portion of Forsberg Drive (street or road name) be considered for absolute abandonment and discontinuance for the following reason(s):
Ponderosa residents are deeply concerned that traffic from the proposed Ember Oaks development Sketch plan will adversely affect the safety of residents, especially children, as Ember Oaks residents cut through the Ponderosa subdivision. We believe Ember Oaks residents have adequate alternative routes and the gains of inter-connectedness are substantially outweighed by the safety risks to Ponderosa residents.

That the following are the names and addresses of all the owners or occupants of the land abutting (adjacent to) said Ponderosa Drive (street or road name) or the portion thereof that we desire to be discontinued:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Frontage length or Subdivision Lot Number (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nick and Dana Gawndles</td>
<td>3627 Stagecoach Drive, Okemos, MI 48864</td>
<td>Lot 2 of the Ponderosa subdivision</td>
</tr>
<tr>
<td>Mark and Marcia Hooper</td>
<td>3653 Stagecoach Drive, Okemos, MI 48864</td>
<td>Lot 1 of the Ponderosa subdivision</td>
</tr>
<tr>
<td>SP Investments Limited Partnership</td>
<td>4685 Dobie Road, Okemos, MI 48864</td>
<td>Westerly termination of Forsberg Drive (per Plat)</td>
</tr>
</tbody>
</table>
INTRODUCED BY THE COUNTY SERVICES COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING A PUBLIC HEARING DATE FOR
A PROPOSED ROAD ABANDONMENT OF FORSBERG DRIVE
IN MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN
PURSUANT TO PUBLIC ACT 283 OF 1909, AS AMENDED

WHEREAS, the Road Department received an abandonment petition to abandon the Forsberg Drive public road right-of-way, which was dedicated for public use as part of The Ponderosa residential subdivision, Meridian Township, Ingham County, Michigan; and

WHEREAS, public road right-of-way abandonment requests are governed by state statute MCL 224.18, which is part of Public Act 283 of 1909, commonly referred to as the County Road Law; and

WHEREAS, the abandonment petition is valid, it does not contain the signatures of all of the owners of record and occupants of land abutting the road, therefore the Board must hold a public hearing to determine if the absolute abandonment of the highway or portion of the highway is in the best interests of the public; and

WHEREAS, pursuant to MCL 224.18, the date of the public hearing must be held at least 30 days after notice is sent and the hearing date is to be set during the October 13, 2015 Board of Commissioners meeting.

THEREFORE BE IT RESOLVED, a public hearing shall be set for November 24, 2015 at 6:30 PM in the Board of Commissioners’ Room, Ingham County Courthouse, City of Mason, Michigan to hear interested persons input on the proposed Forsberg Drive right-of-way abandonment, located in Section 35, Meridian Township, Ingham County, Michigan.

BE IT FURTHER RESOLVED, the Ingham County Road Department shall provide notice of the public hearing in accordance with MCL 224.18.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING POTTER PARK ZOOLOGICAL SOCIETY
REIMBURSEMENT FOR 2015 ADMINISTRATIVE SUPPORT

WHEREAS, it is the desire of the Potter Park Zoo Board and the zoo management team to continue to move toward an equitable and successful and seamless public/private partnership with Potter Park Zoological Society; and

WHEREAS, these two entities incur joint administrative and financial services expenses in the comprehensive management of the zoo; and

WHEREAS, the combined budget of the two entities is $5.3 million; and

WHEREAS, the Potter Park Zoological Society individual budget is $1.8 million or 33.9% of the total; and

WHEREAS, the Potter Park Zoo millage budget is $3.5 million or 66.1% of the total; and

WHEREAS, the Potter Park Zoological Society has assumed the responsibility of the majority of the administrative and financial services expense totaling $210,891.00 for FY 2015; and

WHEREAS, applying the above percentages to the administrative and financial services budget expenses for 2015 yields an allocation of $71,539.00 (33.9%) to Potter Park Zoological Society and $139,352.00 (66.1%) to Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society currently receives compensation from the County in the amount of $50,881.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of $88,471.00 from Potter Park Zoo to Potter Park Zoological Society to provide equity between the two entities.

BE IT FURTHER RESOLVED, that the transfer of funds for the year 2015 in the amount of $88,471.00 be made from fund balance line item #258-69200-818000-698010 from the Potter Park Zoo Millage to the Potter Park Zoological Society as a one-time transfer.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
Agenda Item 4b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A FUND TRANSFER TO THE POTTER PARK ZOOLOGICAL SOCIETY FOR 2016 MARKETING

WHEREAS, the electorate of Ingham County overwhelmingly approved the millage renewal proposal in November of 2010 to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

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

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

WHEREAS, the Zoological Society operates on a $1,800,000 budget, all of which is spent on supporting the Potter Park Zoo through educational programming, special events, operating costs, and capital improvements; and

WHEREAS, the Ingham County Board of Commissioners approved the transfer of $60,000 from the proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for 2015 marketing purposes; and

WHEREAS, the Potter Park Zoological Society has proposed at least $15,000 for advertising within the 2016 Society budget for a total of $75,000 to be spent on advertising and marketing.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a transfer of $60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Potter Park Zoological Society for the 2016 marketing of the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
Agenda Item 4c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A TRANSFER OF FUNDS AND AUTHORIZATION FOR THE POTTER PARK ZOOLOGICAL SOCIETY TO PROVIDE THE 2016 MANAGEMENT OF SEASONAL WORKERS

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

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

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

WHEREAS, the Zoo Management Team has identified funding within the 2016 approved Potter Park Zoo budget, which will provide for adequate staff as determined by the Zoo Director, as well as additional funds that can be transferred to other line items within the budget; and

WHEREAS, the Board of Commissioners Resolution #14-431 was approved for the transfer of funds to the Potter Park Zoo Society for the year of 2015.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the transfer of funds for the year 2016 in the amount of $141,000 from the Potter Park Zoo Millage to the Potter Park Zoo Society from the following line item #258-69200-818000-31200.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
To: Ingham County Law & Courts, County Services, and Finance Committees

From: Becky Bennett, Board Coordinator

Date: September 26, 2015

Re: Resolution Appointing John Dinon as Ingham County Animal Control Director

This resolution would approve the unanimous recommendation from the Animal Control Director Search Committee for the selection of John Dinon as Animal Control Director for Ingham County.

Mr. Dinon has accepted the position. Standard reference checks and a criminal background check were conducted by Travis Parsons.
Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPOINTING JOHN DINON AS
INGHAM COUNTY ANIMAL CONTROL DIRECTOR

WHEREAS, the position of Animal Control Director was posted and advertised in accordance with Ingham County hiring procedures; and

WHEREAS, applicants were reviewed, screened, and interviews were held by the Animal Control Director Search Committee; and

WHEREAS, the Animal Control Director Search Committee is recommending the selection of John Dinon as Animal Control Director for Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints John Dinon as Ingham County Animal Control Director, effective October 21, 2015.

BE IT FURTHER RESOLVED, that John Dinon will be placed on the current salary schedule for the Animal Control Director at M-12, Step – 3 ($76,732.53) with terms of employment and compensation as outlined in the Ingham County Managerial and Confidential Manual.
MEMO

To: Ingham County Board of Commissioners
From: Matthew T. Mikoleczyk, P.E.
CC: Tim Morgan, CPRP (Certified Parks & Recreation Professional)
Date: September 15, 2016

Project #: J1140002
Re: Ingham County Trails - Bridge Repair Costs and Ranking

As part of the contract Mannik & Smith Group, Inc. (MSG) is currently undertaking with Ingham County, MSG conducted a non-motorized trail bridge inventory and appraisal, including a cursory inspection. There were a number of issues discovered during the inspection work ranging from holes in decking, railing damage, railing not meeting code requirements, approach settlement, and advanced deterioration of load bearing elements of the structures. The structures mentioned below are highlighted due to significant deficiencies.

Attached, please find a conceptual cost and repair decision matrix for the six (6) structures on the Ingham County existing non-motorized trail system that, we believe, pose a high level of risk and represent bridges where more immediate attention is warranted. The cost include all costs (detailed inspection, design, plans and specs, bid documents, construction with 20% contingency, inspection, and material testing) that are foreseen for each repair area. The repair and ranking decisions are described below for each of the six bridges.

Bridge 1 - Phase 1. Lansing River Trail at Lansing Center. (Temporary Repair)

A portion of the deck is currently closed to traffic. This repair would include isolated repair of large holes in steel beam webs in order to reopen fully to pedestrian traffic. Additional inspection, engineering design, load rating, plans and specifications for bidding, construction, construction inspection, and material testing would be required.

Rank Position = 3, Use Rank = 1 (Most Used), Severity Rank = 4, Cost Rank = 6
Bridge 2. Lansing River Trail at Oakland: (Partial Deck Replacement)

This bridge is currently closed to all traffic. The repair includes replacement of portions of the timber joists and deck. Additional inspection, engineering design, load rating, plans and specifications for bidding, construction, construction inspection, and material testing would be required.

Rank Position = 1; Use Rank = 2; Severity Rank = 3; Cost Rank = 2

Bridge 3. East Lansing Pedestrian Bridge: (Partial Deck Replacement)

The repair includes railing replacement and addition of timber pile piers that are missing. Replacement should be considered. Engineering design, plans and specifications for bidding, construction, construction inspection, and material testing would be required.

Rank Position = 4; Use Rank = 6; Severity Rank = 2; Cost Rank = 3
Bridge 4: Williamston Pedestrian Bridge: (Partial Decking and Railin Repair)
The cost is associated with construction/repair of broken/weak decking and railing elements in kind. Engineering plans would not be required as this work should be part of a scheduled maintenance program.

Rank Position = 2; Use Rank = 5, Severity Rank =1 (Most severe), Cost Rank = 1 (Least Cost)

Bridges 5 & 6: Mason Pedestrian Bridges: (Structure Rehabilitation, 2 Typical)
The cost is associated with the chipping and patching of deteriorated concrete and holes. Replacement may be less expensive and should be considered. Engineering design, plans and specifications for bidding, construction, construction inspection, and material testing would be required.

Rank Position = 5&6; Use Rank = 3/4, Severity Rank =5/6, Cost Rank = 4/5

Bridge 1 Phase 2: Lansing River Trail at Lansing Center: (Permanent Repair)
The repair for phase 2 is intended to reopen the bridge to emergency vehicular traffic. The repair limits will be determined based on the finding of the in-depth inspection performed during the temporary repairs (phase 1). The cost associated with the repair includes removal and replacement of all floor beams and decking. Engineering design, load rating, plans and specifications for bidding, construction, construction inspection, and material testing would be required.

Rank Position = 7; Use Rank = 1 (Most Used), Severity Rank = 7 (Assuming temporary repair is in place), Cost Rank = 7 (Highest Cost)

The Munnik & Smith Group, Inc.
11140002_LET_Bridgeissues_09-15-15.Docx
Engineer’s Conceptual Opinion of Probable Costs - *

<table>
<thead>
<tr>
<th>Bridge No.</th>
<th>Problem area</th>
<th>2015</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridge 1 (Phase 1)</td>
<td>Lansing Center</td>
<td>$27,000.00</td>
<td></td>
</tr>
<tr>
<td>Bridge 2</td>
<td>Oakland</td>
<td>$46,000.00</td>
<td></td>
</tr>
<tr>
<td>Bridge 3</td>
<td>East Lansing</td>
<td>$39,000.00</td>
<td></td>
</tr>
<tr>
<td>Bridge 4</td>
<td>Williamston</td>
<td>$5,000.00</td>
<td></td>
</tr>
<tr>
<td>Bridge 5</td>
<td>Mason 1</td>
<td>$68,000.00</td>
<td></td>
</tr>
<tr>
<td>Bridge 6</td>
<td>Mason 2</td>
<td>$68,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$253,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2016</th>
<th>Problem area</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridge 1 (Phase 2)</td>
<td>Lansing Center</td>
<td>$1,230,000.00</td>
</tr>
</tbody>
</table>

*: Cost includes applicable in-depth inspection, design, load rating, plans and specifications for bidding, construction with 20% contingency, construction inspection, and material testing costs.

Decision Matrix

<table>
<thead>
<tr>
<th>Bridge No.</th>
<th>Problem area</th>
<th>Use Rank</th>
<th>Severity Rank</th>
<th>Cost Rank</th>
<th>Rank Sum</th>
<th>Rank Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridge 1 Phase 1</td>
<td>Lansing Center</td>
<td>1</td>
<td>4</td>
<td>6</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>Bridge 1 Phase 2</td>
<td>Lansing Center</td>
<td>1</td>
<td>/</td>
<td>/</td>
<td>15</td>
<td>/</td>
</tr>
<tr>
<td>Bridge 2</td>
<td>Oakland</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Bridge 3</td>
<td>East Lansing</td>
<td>6</td>
<td>2</td>
<td>3</td>
<td>11</td>
<td>4</td>
</tr>
<tr>
<td>Bridge 4</td>
<td>Williamston</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td>Bridge 5</td>
<td>Mason 1</td>
<td>4</td>
<td>5</td>
<td>4</td>
<td>13</td>
<td>5</td>
</tr>
<tr>
<td>Bridge 6</td>
<td>Mason 2</td>
<td>3</td>
<td>6</td>
<td>5</td>
<td>14</td>
<td>6</td>
</tr>
</tbody>
</table>

Rank Legend

* Use rank is from 1 (Most Use) to 6 (Least Use)

** Severity rank is from 1 (Most Severe) to 6 (Least Severe)

*** Cost rank is from 1 (Least Cost) to 6 (Highest Cost)

**** Rank Sum is the summation of Use, Severity, and Cost Rank

***** Rank Position is the ranking order (smallest to largest) assuming Use, Severity and Cost ranks are evenly weighted.
Introducing the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISIONERS

RESOLUTION RECOGNIZING THE WEEK OF OCTOBER 26 – 30, 2015
AS “COLLEGE APPLICATION WEEK” IN INGHAM COUNTY

WHEREAS, College Application Week is a national initiative with the goal to provide every graduating high school senior the opportunity to apply to college; and

WHEREAS, special focus is placed on assisting students who would be the first in their families to attend college and students who may not have otherwise seriously considered applying to college; and

WHEREAS, College Application Week can open the door for students by encouraging them to take a significant step toward college in their senior year; and

WHEREAS, hundreds of schools across Michigan participate in this great event including the following Ingham County schools: Capital Area Career Center, Dansville High School, Lansing Eastern High School, Lansing Everett High School, Holt High School, Lansing J.W. Sexton High School, Stockbridge High School, The Early College, Waverly High School, and Webberville High School; and

WHEREAS, College Application Week is October 26 – 30, 2015.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the week of October 26 – 30, 2015 as College Application Week and encourages all Ingham County schools to participate in this initiative.