

CHAIRPERSON
SARAH ANTHONY

VICE-CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
VICTOR CELENTINO, CHAIR
BRYAN CRENSHAW
MARK GREBNER
DEB NOLAN
CAROL KOENIG
RYAN SEBOLT
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, NOVEMBER 7, 2017 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 [October 17, 2017](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Interviews – Economic Development Commission
2. Road Department
 - a. Road [PASER Ratings](#) & Current / Upcoming Roadwork (*Presentation*)
 - b. Resolution to Authorize the Disposal of Road Department [Surplus Property](#)
 - c. Resolution to Approve the Special and Routine [Permits](#) for the Ingham County Road Department
3. Treasurer
 - a. Authorization to Start a [Managerial Employee](#) Above Step 2
 - b. Resolution to Transfer Unsold [Tax Reverted Properties](#) Rejected by Local Units to the Ingham County Land Bank Fast Track Authority
4. Drain Commissioner – Resolution Pledging Full Faith and Credit to [Montgomery Drain](#) Drainage District Notes
5. Innovation and Technology
 - a. Resolution to Approve Renewal of Support from [Core Technology](#)
 - b. Resolution to Approve Purchase of Crystal Reports Training from [Equivant](#)
 - c. Resolution to Approve Purchase of User Training from [ITProTV](#)
 - d. Resolution to Approve the [Website Redesign](#)
6. Human Resources
 - a. Resolution to Approve a Letter of Understanding with Capitol City Labor Program, Inc. – 9-1-1 Non-Supervisory Unit Regarding [Extension of Probation](#)
 - b. Resolution to Appoint Interim Child and Adolescent [Health Center Supervisor](#)
 - c. Labor Relations (*Closed Session*)

Announcements
Public Comment
Adjournment

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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
October 17, 2017
Draft Minutes

Members Present: Celentino, Crenshaw, Grebner, Koenig (arrived at 6:01 p.m.), Nolan, Maiville, and Sebolt

Members Absent: None

Others Present: Tim Dolehanty, Travis Parsons, Becky Bennett, John Dinon, Deb Fett, Rick Terrill, Jim Hudgins, Bill Conklin, Sandy Dargatz, Bonnie Toskey, Liz Kane, and others

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

Approval of the October 3, 2017 Open and Closed Session Minutes

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE OCTOBER 3, 2017 OPEN AND CLOSED SESSIONS OF THE COUNTY SERVICES COMMITTEE MEETING.

Commissioner Koenig arrived at 6:01 p.m.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

9. Controller’s Office
 - c. Resolution to enter into an LOU with CCLP regarding Kyle Hanney

Substitutes –

6. Finance Department
 - b. Resolution to Waive the Public Act 152 Health Care Requirements for 2018
7. County Fair Office – Resolution to Amend the 2017 Fair Fund Budget

Removed from the Agenda –

2. Road Department
 - a. Road PASER Ratings & Current / Upcoming Roadwork (*Presentation*)

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

2. Road Department
 - b. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department
 - c. Emergency PO Request for Caterpillar Paver Rental

4. Economic Development – Resolution to Approve Ingham County’s Participation in the Lansing Regional Brownfield Coalition for the Purpose of Submitting an Application to the United States Environmental Protection Agency for a Brownfield Assessment Grant

5. Innovation and Technology
 - a. Resolution to Approve Purchase of Training from ITProTV
 - b. Resolution to Approve a Contract for Phone System Upgrade and E911 Addition

6. Finance Department
 - a. Resolution to Authorize the Purchase of Services to Upgrade the MUNIS Accounting Software System to Version 11
 - b. Resolution to Waive the Public Act 152 Health Care Requirements for 2018
 - c. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2018 and to Authorize Letters of Agreement with Bargaining Units

8. Potter Park Zoo – Resolution to Authorize the Potter Park Zoological Society Fee Retention

9. Controller’s Office
 - a. Resolution Authorizing Adjustments to the 2017 Ingham County Budget
 - b. Resolution to the Amend Suspension of Operations Policy
 - c. Resolution to enter into an LOU with CCLP regarding Kyle Hanney

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

1. Interviews – Fair Board

Michael Yanz interviewed for a position on the Fair Board.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. NOLAN, TO RECOMMEND TO THE BOARD OF COMMISSIONERS, THE APPOINTMENT OF MICHAEL YANZ TO THE FAIR BOARD.

THE MOTION CARRIED UNANIMOUSLY.

Chairperson Celentino thanked Mr. Yanz for interviewing for the position.

3. Facilities Department - Resolution to Award a Contract for the Removal and Replacement of Boilers

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Chairperson Celentino introduced the resolution and the previous discussion the Committee had surrounding the resolution.

Rick Terrill, Facilities Director, stated that he and Jim Hudgins, Purchasing Director, had discussed the Committee's previous concerns. He further stated that one of the companies that bid on the project, Fenton, would employ one person who lived part-time in Ingham County and the company would buy the majority of their equipment and supplies from local vendors within the County.

Mr. Terrill stated the other company that had bid on the project, Aladdin, employed eight employees who resided in the County and four of them were full-time employees, while the others were substitutes. He further stated that Aladdin would also purchase a majority of the materials from businesses in Ingham County.

Commissioner Crenshaw stated he was inclined to go with Aladdin, because of their stated commitment to employ more Ingham county employees and to purchase materials in the County, as those practices would be beneficial to the economy.

Chairperson Celentino asked what the process would be if the Board of Commissioners wanted to go against the recommendations from the Purchasing Department to award the contract.

Tim Dolehanty, Controller, stated he had looked at the purchasing policy since the last Committee meeting and clarified that he had been wrong at the last meeting, because the Committee was only supposed to approve the recommended proposal from the lowest qualified bidder, provided funds were available. He further stated that the Committee's other courses of action were to reject all of the proposals, amend the purchasing policy currently in place to reflect the local preference additions, and then have companies re-bid on the project.

Mr. Dolehanty stated that potential approach could be problematic, because they would need to go through the amendment process and also verify the employment and residency of the companies' employees, similar to the prevailing wage provisions. He further stated that potential approach could take, at best, 90 more days, because it needed to go through the Board of Commissioners, and if the

Committee wanted to amend the purchasing policy, then they should also address the fact that the terms “bid” and “proposal” were used interchangeably throughout the document.

Commissioner Maiville stated that the purchasing policy was what it was, and staff had followed the policy, which was how they came up with this recommendation to bring before the Board of Commissioners. He further stated he thought the Board of Commissioners needed to follow through with the policy as it was currently, and then they could make the amendments after this project, especially because the County frequently received bids from vendors in neighboring counties that would have some effect on the Ingham County economy.

Commissioner Nolan asked when the Board of Commissioners had approved the new purchasing policy.

Mr. Dolehanty stated the Board of Commissioners had addressed pieces of the purchasing policy within the last year.

Commissioner Nolan stated it had been a year since the policy had been amended, and now there were items coming to light that needed to be changed. She further stated that she agreed with Commissioner Maiville, in that she would love to see the policy amended to take into account, in the local preference policy, how many employees a company had living in Ingham County and how often the company purchased supplies in Ingham County.

Commissioner Nolan stated those considerations should be part of an amended policy that could be addressed at a later date.

Commissioner Grebner stated that the County’s ethics policy said a lot about this issue, not because there was an ethical violation in this case, but because of the routine way the County handled purchasing. He further stated that the real point was whether the decision of choosing a vendor was made by lobbying the Board of Commissioners, or by the staff who were following the policy approved by the Board of Commissioners.

Discussion.

Commissioner Grebner stated that vendors need to talk to staff about their projects, and they should not influence Commissioners. He further stated that the County’s ethics policy played a big role in closing the door to lobbying Commissioners, whereas the purchasing policy was trying to cover much more ground and encompass many laws.

Commissioner Grebner stated that the Committee should realize that unless they would like to have the Board of Commissioners be where the rubber met the road on buying things, they should limit themselves to their formal role. He further stated that he while was opposed to a local preference policy, if there was one for the County, it should be very clear.

THE MOTION TO APPROVE THE RESOLUTION CARRIED. **Yeas:** Crenshaw,
Grebner, Nolan, Koenig, Sebolt, and Maiville **Nays:** Celentino
Absent: None.

7. County Fair Office – Resolution to Amend the 2017 Fair Fund Budget

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Mr. Dolehanty explained the situation with the Fair Fund budget and explained the resolution's amendment. He stated the resolution could have been part of the quarterly adjustments resolution also on the Agenda, but there were enough adjustments to bring it before the Committee.

Mr. Dolehanty stated that there was about \$100,000 in expenditures for the Fair that were not budgeted and needed to be addressed by the Committee. He further stated that the Fair fund was a separate entity, and if it was not fixed, it would show up as a deficit in the 2017 audit and would initiate a deficit elimination plan set up by the State.

Sandra Dargatz, Fair Director, stated she was concerned that three-quarters of her annual budget came from the 6 days of Ingham County Fair revenue, especially with the issues that they ran into this year with lower turnout, maintenance staff, and unforeseen costs. She further stated that if the Committee looked at her tenure of Fair directorship, the budget had not drastically changed in expenses.

Ms. Dargatz stated the Fair Board had taken some risks in entertainment at the Fair, as an idea to grab a new audience. She further stated that county fairs across the state were dealing with similar issues, of which aisle made the most sense to them and which risks they wanted to take to help increase the dwindling attendance numbers.

Ms. Dargatz stated that the Ingham County Fair was not currently in a position to deal with big ticket items, like concerts. She further stated her priority was to gain more sponsorship dollars to help offset costs and put that money toward what families found enjoyable at the Fair.

Ms. Dargatz stated she was confident the Fair could move forward positively and continue what had been done well there, and the Controller's Office and her staff had put measures in place to fix the situation.

Commissioner Koenig clarified that there was \$94,000 that would exceed the Fair's budget. She asked Ms. Dargatz to explain that figure, as she did not believe it was an expenditure issue, but rather a revenue issue.

Ms. Dargatz explained the handout she provided to the Committee with the amounts of controllable expenditures in the non-Fair fund and Fair fund, and the Fair revenue from 2011 to the present. She further stated that this year had been the perfect storm of unexpected expenditures.

Ms. Dargatz stated she was concerned that three-quarters of the Fair's income came from the Ingham County Fair, because even if the Fair controlled and minimized all of their expenditures, revenue loss from the Ingham County Fair would affect the budget and it would bring the Fair before the Board of Commissioners again.

Commissioner Crenshaw recalled that Mr. Yanz had talked about the vendor space not being full at the Ingham County Fair.

Ms. Dargatz stated the vendor space had been full every year that she had been Director.

Commissioner Crenshaw asked how much it was for a booth at the Ingham County Fair.

Ms. Dargatz stated each booth was \$250.

Commissioner Crenshaw asked how many vendor booths there were.

Ms. Dargatz stated there were about 200 vendor booths across the fairgrounds. She further stated that some vendors decided not to show up, but she was happy to take their money.

Commissioner Sebolt stated he was not sure how it was possible to spend a single cent more than allocated by the Board of Commissioners. He further stated he was terribly concerned, because with a given budget of \$450,000, an over-expenditure of \$100,000 was almost a quarter of the annual budget.

Commissioner Sebolt questioned how it was possible to over-spend by that much, because in his experience at the State level, if someone had over-spent like that, people would have to answer to committees about the budgeting. He further stated he did not get where the Fair's authority to spend that money came from.

Mr. Dolehanty stated the Fair did not have the authority to spend that money, which was part of the problem that was only caught by his office after the fact. He further stated that the \$165,000 figure was the projected expenses for the rest of 2017.

Mr. Dolehanty stated the way to correct the budget issue was to bring it before the Board of Commissioners and correct the budget by resolution.

Commissioner Sebolt stated he did not like departments to ask for forgiveness, as they should always ask for permission before spending the funds.

Commissioner Koenig stated that the Fair was a million-dollar venture, and three-quarters of the funds for that budget came from 6 days in August. She further stated the revenues could not be projected, and she understood that the expenses did not change that much from previous years.

Ms. Dargatz stated the non-Fair fund expenditures did increase slightly, because of serious internal strife, including an employee issue and having to fix their tractor. She further stated that she did not know that if she overspent on a line item, she needed to go somewhere to ask to spend that money, because the Fair fund was a separate fund.

Ms. Dargatz stated that process had been a learning curve for her, to request permission if it was over her spending authority.

Commissioner Koenig stated that the Fair fund was technically self-sufficient, because it was the Fair's responsibility to make that money up if they exceeded their budget.

Discussion.

Commissioner Crenshaw asked to be walked through the process of when an expenditure was requested by the Fair, and who gave the permission to spend the funds.

Ms. Dargatz stated that if the expenditure was within their spending power of \$2500, then she had the authority to spend that money. She further stated if the amount was above her authority, then she needed to go through the purchasing process like everyone else.

Discussion.

Commissioner Crenshaw asked if she knew she had a specific pot of money to draw from and she reached that limit, why the authorization would be given to pay a bill over that amount.

Ms. Dargatz asked if Commissioner Crenshaw was referring to non-Fair funds.

Commissioner Crenshaw stated he meant for expenditures in general.

Ms. Dargatz stated if it was the Fair fund, then the Fair Board would make the gamble about the expenditure and whether it would be a good return on investment. She further stated non-Fair funds were expended mostly out of necessity.

Discussion.

Chairperson Celentino stated that \$165,000 was a lot of money to be over-budget. He asked whether that was due to the County Fair not going as well, or if it was due to non-Fair necessities that came up, like fixing the tractor.

Ms. Dargatz stated the expenditures came from both. She further stated that the Fair had lost about \$29,000 in revenue on the Monday Fair entertainment, because they did not have the ticket sales they were expecting to cover the cost of the entertainment.

Ms. Dargatz stated that there had also been an issue with maintenance staff that was no longer employed by the County.

Commissioner Grebner asked if the Fair wrote their own checks because it was an enterprise fund, or if they issued County checks for their expenditures.

Ms. Dargatz stated the Fair issued County checks, except for a small amount, for premiums for kids.

Commissioner Grebner stated this budget issue should have been caught through the budgeting process when the County was issuing checks from the Fair account.

Commissioner Sebolt stated he understood throwing an event and not getting expected outcome in revenue from his experience on other boards. He asked where the money would come from if there was no more money available, and if there was an alarm that alerted them there was no more money in that account.

Mr. Dolehanty stated the alarm was what brought this issue to the Committee. He further stated that when County checks were written, the department head signed off on the expenditure, assuring that there was enough in their budget to pay for it.

Mr. Dolehanty stated that he was not sure if the expenditures had exceeded the Fair budget yet, but it would very soon.

Commissioner Koenig stated she thought the resolution was confusing. She asked how much of the funds were for the rest of 2017 and how much was for 2018.

Mr. Dolehanty stated that for the next two months, he projected a \$165,000 loss from the Fair fund, because the Fair still had to pay their employees and their benefits.

Commissioner Koenig stated the Fair only had three people to pay, and there were still checks that were due to the Fair. She further stated that figures did not seem to add up to her.

Mr. Dolehanty stated he could provide the Committee with the math, and he was confident the projections were correct.

Commissioner Maiville stated the situation did not make sense to him yet. He asked how the problem would be fixed for the coming years.

Ms. Dargatz stated the Fair had eliminated personnel that had been causing financial damages to the department, and they were now monitoring the funds to make sure they did not go over line items again. She further stated that they would not attempt to do big things at the Ingham County Fair, because she hoped to never be in that position again and this situation would be addressed aggressively.

Ms. Dargatz stated this was not a malicious over-expenditure, and it was a perfect storm of situations that led them to this point.

Commissioner Sebolt asked Mr. Dolehanty if the extra \$165,000 was supposed to come out of the General Fund and fund balance.

Mr. Dolehanty stated the money would come out of the fund balance of the General Fund, because the County had nowhere else to draw from.

Commissioner Sebolt stated that looking at the amount they would have to take from fund balance, it was approximately the same amount as the salary for one Assistant Prosecuting Attorney or two corrections offices at the jail.

Commissioner Koenig asked where the original amount of \$120,000 in the resolution came from, and why it was amended to \$165,000.

Mr. Dolehanty stated he was not sure where the \$120,000 figure had come from.

Ms. Dargatz stated the figure had been based on their initial expenditure projections for the rest of 2017.

Mr. Dolehanty stated he had conferred with the Financial Services Director, Budget Director and Purchasing Director to project the expenses for the next two months.

Commissioner Koenig asked where the extra \$45,000 came from.

Mr. Dolehanty stated he would provide the Committee with the spreadsheets, but he was confident the \$165,000 figure was correct.

Commissioner Koenig asked what the benefit was to have the County pay the deficit, rather than going into a deficit elimination plan with the State. She further stated she recalled there had been a similar situation previously, and they had entered into the deficit elimination plan at that time.

Mr. Dolehanty stated if the County used a deficit elimination plan, there would need to be a repayment plan in place. He further stated that the plan would have to include budget cuts and ideas to increase revenue.

Mr. Dolehanty stated the State required detailed plans for deficit elimination where the money would come from, what would be cut from the budget, and how long it would take to eliminate the deficit. He further stated it probably would not be more than a black eye on the audit considering the amount of money the County had, but he would prefer not to have deficits going into new fiscal years.

Discussion.

Commissioner Koenig asked if the Fair now owed the County \$165,000, or if they were to let the amount go. She further stated that whatever was done would send a policy message.

Mr. Dolehanty stated there could be an arrangement with the Fair fund that they pay the amount back over a certain number of years.

Discussion.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. CRENSHAW, TO AMEND THE RESOLUTION AND ADD THE FOLLOWING CLAUSE:

BE IT FURTHER RESOLVED, over the next five years, the Fair Board will pay into the County General Fund \$33,000 per year until the debt is paid off.

The motion was amended as follows:

BE IT FURTHER RESOLVED, over the next five years, the Fair Board will pay into the County General Fund ~~\$33,000 per year~~ until the debt is paid off.

This was considered a friendly amendment.

Commissioner Grebner stated he was not in favor of the amendment, as that would make the Fair run leaner than they were already running.

Commissioner Maiville stated he agreed with Commissioner Grebner, as he knew saddling the Fair with the debt was an undue burden.

THE MOTION TO AMEND THE RESOLUTION FAILED. **Yeas:** Sebolt **Nays:**
Celentino, Crenshaw, Grebner, Nolan, Koenig, and Maiville
Absent: None.

Commissioner Grebner stated that eventually the County would have to rethink what the Fair was and possibly, there would be a time to let it go rather than to let it flail and fail.

Commissioner Koenig stated that every five years, something like this happened at the Fair, and the rest of the time the Fair operated in the black.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION CARRIED. **Yeas:** Celentino,
Crenshaw, Grebner, Nolan, Koenig, and Maiville **Nays:** Sebolt **Absent:** None.

Discussion.

10. Board of Commissioners – Resolution of Support for Constitutional Amendment to Create an Independent Citizens Redistricting Commission

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION.

Commissioner Grebner disclosed that he was involved with the operation, not only as a supporter, but as a member of a firm that had a contract to work for the same petition drive.

Commissioner Sebolt stated he was also in support of the resolution. He asked if there was precedent in having local bodies support ballot initiatives.

Commissioner Grebner stated the Board of Commissioners had supported the prevailing wage and a minimum wage increase previously. He further stated the Board of Commissioners was not allowed to spend County money in support of the petition.

Commissioner Koenig stated for the record that she was the president of the Gerald Beckwith Constitutional Liberties Fund, and there was a pending proposal in that body to fund the initiative.

THE MOTION CARRIED UNANIMOUSLY.

11. Attorney Update (Closed Session)

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. KOENIG, AT 7:16 P.M., TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSE OF ATTORNEY-CLIENT PRIVILEGE.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CRENSHAW, AT 7:32 P.M. TO MOVE THE MEETING BACK INTO OPEN SESSION.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:32 p.m.

NOVEMBER 7, 2017 COUNTY SERVICES AGENDA STAFF REVIEW SUMMARY

AGENDA ITEMS:

The Controller/Administrator recommends approval of the following resolutions:

1. **Interviews** – *Economic Development Commission*

Candidates seeking appointment to the Economic Development Commission will be present to answer questions posed by Committee members.

2a. **Road Department** – *Road PASER Ratings & Current / Upcoming Roadwork (Presentation)*

Representatives of the Road Department will be present to discuss PASER ratings for County roads and will provide an update on various road projects throughout the County.

2b. **Road Department** – *Resolution to Authorize the Disposal of Road Department Surplus Property*

The Road Department and Purchasing Director seek approval of a resolution to authorize a public auction to dispose of certain vehicles and equipment which have been replaced or have exceeded their useful life, and therefore no longer serve Road Department needs. County policy requires the Purchasing Director to create a list of surplus items for presentation to the Controller and County Services Committee for their respective approvals. The Purchasing Director recommends approval of the proposed resolution. (Please note that, per County policy, County Commissioners are prohibited from purchasing any surplus County-owned personal property.)

2c. **Road Department** – *Resolution to Approve the Special and Routine Permits for the Ingham County Road Department*

The Board of Commissioners periodically approves special and routine permits submitted by the Road Department as necessary. The current list of permits includes 22 projects (see attachment for permit list).

3a. **Treasurer** – *Authorization to Start a Managerial Employee above Step 2*

Based on knowledge, skills, and expertise of the selected candidate, and in recognition of local market demands, the Treasurer requests approval of the County Services Committee to allow the selected Chief Deputy Treasurer candidate to begin at Grade 10, Step 5 of the MCF Market Salary Position scale. Section B.7 of the Managerial and Confidential Employee Personnel Manual allows that a new Manager or Confidential Employee may be started above Step 2 of the appropriate grade at the discretion of the County Services Committee.

3b. **Treasurer** – *Resolution to Transfer Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority*

The County Treasurer asks for approval of a resolution that requests transfer of all unsold tax reverted properties to the Ingham County Land Bank Fast Track Authority. State and local units of government were offered an opportunity to purchase these properties and subsequently declined to exercise that right.

The General Property Tax Act requires that a foreclosing governmental unit retain possession of such unsold properties (MCL 211.78m (7)). The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax-reverted property.

4. Drain Commissioner – Resolution Pledging Full Faith and Credit to Montgomery Drain Drainage District Notes

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to Montgomery Drain Drainage District bonds. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. This drain project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the project, the Drain Commissioner intends to issue the Drainage District's bonds in an amount not to exceed \$10.1 million. Principal and interest payments on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District. Approval of this pledge will not exceed limits established in the Debt Policy.

5a. Innovation and Technology Department – Resolution to Approve Renewal of Support from Core Technology

Multibridge and Talon software from Core Technology are utilized by the Sheriff's Office and patrol cars. This software has been in use for many years and provides critical access to LEIN data for our officers. Ongoing support for this software is critical to ensure no disruption of service occurs. The Innovation and Technology Department recommends approval of a resolution to authorize renewal of a support services agreement from Core Technology in an amount not to exceed \$5,056.

5b. Innovation and Technology Department – Resolution to Approve Purchase of Crystal Reports Training from Equivant

Equivant is the vendor that supports the CourtView system for various criminal justice agencies including the Courts and Prosecuting Attorney's office. Earlier this year the Innovation and Technology Department employee who provided support services retired and was replaced. It is important to bring that new employee current with the various aspects of her job. The Innovation and Technology Department recommends approval of a resolution to allow purchase of training programs from Equivant in an amount not to exceed \$5,400.

5c. Innovation and Technology Department – Resolution to Approve Purchase of User Training From ITProTV

ITProTV provides training in easy to understand videos on various topics. In comparison to programs offered through the current training provider, Innovation and Technology (IT) Department staff determined that more users could be trained for less cost through ITProTV. Training programs relate to IT software applications as well as business, web design, and programming concepts. Training is reinforced by way of virtual labs and practice exams offered through an online subscription format. The IT Department recommends approval of a resolution to allow a one-year subscription for ITProTV user training in an amount not to exceed \$9,570.

5d. Innovation and Technology Department – *Resolution to Approve the Website Redesign*

Proposals were recently sought to redesign the County’s website into a professional, uniform, and user-friendly destination that makes finding services and information easy for residents. Central to this website is the content management system (CMS) that allows departments to seamlessly manage their own content. The project review team met with top two finalists to determine their abilities and to answer questions. Based on the information presented, the Innovation and Technology Department recommends approval of a resolution to authorize a contract with Revize, LLC for the website redesign at a cost not to exceed \$98,900.

6a. Human Resources Department – *Resolution to Approve a Letter of Understanding with Capitol City Labor Program, Inc. – 9-1-1 Non-Supervisory Unit Regarding Extension of Probation*

9-1-1 Administration, Human Resources, Controller’s Office, and Capitol City Labor Program, Inc. met in Special Conference to discuss staffing and training challenges that result in additional overtime. At issue, the number of holidays throughout the remainder of the 2017 makes it increasingly difficult to schedule trainers and still cover the responsibilities of the dispatch floor. The consensus recommendation of Special Conference participants is to delay the start of the Dispatcher training for recently promoted employees until January 6, 2018. The parties recommend approval of a Letter of Understanding to delay the training schedule and to extend the probationary period of impacted employees.

6b. Human Resources Department – *Resolution to Appoint Interim Child and Adolescent Health Center Supervisor*

The Community Health Center Supervisor for Willow, Eastern, and Sexton Clinics was recently vacated. The Health Department requests to temporarily assign that position to Charge Nurse Dianne Ankley while candidates are screened and interviewed to permanently fill the position. Ms. Ankley is qualified for and willing to accept these job duties and responsibilities on an interim basis. All seniority, economic fringe benefits, and contribution structures provided under the Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit, Collective Bargaining Agreement will continue.

6c. Human Resources Department – *Labor Relations* (Closed Session)

The Human Resources Director will lead a closed session discussion about labor relations.

MEMORANDUM

To: County Services & Finance Committees

From: William Conklin, Managing Director
Road Department

Date: September 13, 2017

RE: Brief Presentation on Road PASER Ratings & Current / Upcoming Roadwork

As requested, information regarding the current PASER condition rating of the Ingham County roads is attached and can be presented if desired on color coded maps in a brief presentation at upcoming County Services and Finance Committee meetings.

PASER stands for Pavement Surface Evaluation & Rating, was developed by the University of Wisconsin for use on roads in northern climates, and is that most widely used in Michigan. It essentially involves rating the extent and severity of road distress and deterioration on a scale of 1 through 10, 1 being failed or very close thereto and 10 being new. The maps to be presented will show the county road network color coded by current PASER rating ranges--1 through 3 poor, 4-7 fair, and 8-10 good, with fair further divided into separate colors for rating ranges 4-5 and 6-7.

The road network is divided into logical segments having similar conditions for rating. Rating is done every 2 years on the Primary road system and every 4 years on the local system, by staff trained for this purpose to rate consistently and accurately per the PASER rating guidelines. Ingham County's Primary system was last rated in 2016 and the Local system was last rated in 2014. Both systems will thus be rated next in 2018.

The PASER program has the ability to predict future road condition deterioration based on models developed for various road types and conditions. The program can also reset a given road's condition rating as appropriate if the road is resurfaced and its condition is improved between ratings. Thus we can get current year conditions reflecting the combined effect of latest rating, improvements done since last rating, and program predicted continuing deterioration.

The attached Current Surface Rating Summaries reflect road conditions as of the report dates—early 2017, with all improvements and resurfacing up through and including 2016, but with some continuing program predicted degradation beyond 2016 reflected in the attached data. The color coded map to be presented will reflect this same data.

The map presentation will focus on the primary road system, as the 2014 ratings for the local system are now rather dated, and the amount of detail of the local system given all the residential streets does not lend itself to a brief presentation to a group.

Two additional copies of the same primary road PASER condition color-coded map can also be presented with highlighting added to show preservation (maintenance skip-paving and chip-sealing) and improvements (recycling and resurfacing) being done in 2017 and tentatively planned for 2018 on the primary system.

The presentation should take no more than 5 minutes plus any time for questions.

Current Surface Rating Mileage Summary

Ingham (County)

Report Module: Road Surface Management Analysis

Today's Date: Monday, February 27, 2017

Grouped By: Surface Subtype

Report Filter

Field Name	Operator	Value(s)
Legal System	=	2-County Primary
Maintained By	=	True

Current Surface Rating Mileage Summary

Surface Subtype	PASER Rating											Total Centerline Mileage	APR*
	10	9	8	7	6	5	4	3	2	1	Not Rated		
Asphalt-Standard	0.000	25.614	94.183	12.181	19.054	20.349	35.194	89.235	111.530	10.866	0.754	418.960	4.601
Composite	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.108	1.451	0.000	0.000	2.559	2.433
Concrete - White Topping	0.000	0.000	0.000	0.000	1.248	0.000	0.000	0.000	0.000	0.000	0.000	1.248	6.000
Concrete - Non Reinf. Agg interlock	0.000	0.000	0.132	0.000	0.000	0.000	0.000	0.000	0.060	0.000	0.000	0.192	6.125
Concrete-Standard	0.000	0.514	0.000	0.281	0.105	0.032	1.037	3.706	10.331	0.000	0.000	16.006	2.706
Undefined	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.496	0.496	0.000
Total Centerline Mileage	0.000	26.128	94.315	12.462	20.407	20.381	36.231	94.049	123.37	10.866	1.250	439.461	4.519

*APR=Average Paser Rating calculated by weighting the mileage with the paser value

Current Surface Rating Mileage Summary

Ingham (County)

Report Module: Road Surface Management Analysis

Today's Date: Wednesday, May 24, 2017

Grouped By: Surface Subtype

Report Filter

Field Name	Operator	Value(s)
Legal System	=	3-County Local
City/Twp	<>	Dansville or East Lansing or Lansing or Leslie or Mason or Stockbridge or Webberville or Williamston
Surface Type	=	Asphalt or Brick or Concrete or Seal Coat or Undefined

Current Surface Rating Mileage Summary

Surface Subtype	PASER Rating											Total Centerline Mileage	APR*
	10	9	8	7	6	5	4	3	2	1	Not Rated		
Asphalt-Standard	0.000	12.836	38.505	45.727	26.914	35.113	96.294	187.388	212.359	34.203	0.000	689.339	3.608
Concrete-Standard	0.000	0.000	0.000	0.000	0.000	0.000	0.051	0.000	0.000	0.000	0.000	0.051	4.000
Sealcoat-Standard	0.000	0.000	0.000	0.700	0.000	0.000	2.012	2.709	7.886	37.394	0.000	50.701	1.464
Undefined	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	8.067	8.067	0.000
Total Centerline Mileage	0.000	12.836	38.505	46.427	26.914	35.113	98.357	190.097	220.24	71.597	8.067	748.158	3.424

*APR=Average Paser Rating calculated by weighting the mileage with the paser value

Agenda Item 2b

TO: County Services and Finance Committees
FROM: Tom Gamez, Director of Operations
DATE: October 23, 2017
SUBJECT: Disposal of Surplus Road Department Vehicles and Equipment

This is a resolution authorizing a publically advertised auction conducted by the Road Department and supported by the Purchasing Department to disposal of certain vehicles and equipment which have been replaced or have exceeded the useful life, and therefore no longer serves the Ingham County Road Department needs.

Surplus vehicles and equipment will be auctioned off through Rangerbid.com, a competitive internet auction site, with a publically advertised bidding process whereby awards will be made to the highest responsive bidder. If a bidder does not claim the item(s) awarded, the item will be awarded to the next highest responsive bidder. Due to the uniqueness of Road Department vehicles and equipment, Rangerbid.com is being utilized to appeal to a larger pool of potentially vendors and a larger revenue stream. There will be no fees or commissions charged to Ingham County or the Road Department. Only the buyer pays a commission.

All Monies received will be deposited in Revenue control 201-44700-400001 or appropriate account. Vehicles and Equipment to be auctioned are identified in Attachment "A".

I respectfully request approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE DISPOSAL OF ROAD DEPARTMENT SURPLUS
PROPERTY**

WHEREAS, the Road Department has inspected their equipment and determined that there is a list of surplus equipment that has exceeded their useful life and/or is no longer safe for operations; and

WHEREAS, the surplus equipment will be auctioned off through a competitive internet auction site, with a publically advertised bidding process whereby awards will be made to the highest responsive bidder; and

WHEREAS, the ICRD Director of Operation has reviewed the surplus items before placement on the surplus property list, and other County departments have been contacted to review surplus items for usefulness before the public auction.

THEREFORE BE IT RESOLVED, the Ingham County Road Department is authorized to place in an auction, the surplus equipment from the attached listing which has no further use or value to the Road Department in the Rangerbid.com auction site, at no expense to the County or Road Department.

BE IT FURTHER RESOLVED, that any vehicle or equipment not sold at the auction may be disposed of by the ICRD, Director of Operations in the manner deemed to be in the County's best interest.

BE IT FURTHER RESOLVED, that the proceeds from the sale of surplus items will be deposited in Revenue control 201-44700-400001 or appropriate account.

2017 SURPLUS LISTING

Attachment "A"

Year Make Model	Color	Mileage	VIN #
1989 Volvo - GMC, 10-12 yard dump truck	Orange	275,000	4V2JCBME3IR803783
Department:	Additional Information		
Road	In rough condition. Missing tires and rims. The floor in the dump box has holes. Very rusty.		

Year Make Model	Color	Mileage	VIN #
1988 Ford F-600, former bucket truck	Orange	150,000	1FDNK64P8JVA40577
Department:	Additional Information		
Road	Very rusty. In need of multiply repairs. Brake lines are failing, due to rust.		

Year Make Model	Color	Mileage	VIN #
1978 Ford L-9000, Single axle semi-tractor	Orange	171,000	K909VDE6850
Department:	Additional Information		
Road	Needs complete front end parts replaced and alignment. Rusty undercarriage. Unsafe to drive.		

Year Make Model	Color	Mileage	VIN #
1986 International S2574, 5 yard dump truck	Orange	155,000	1HTZMKCR7GHA58173
Department:	Additional Information		
Road	Poor condition. Batteries need replacing. Undercarriage is very rusty. Multiple oil leaks.		

Year Make Model	Color	Mileage	VIN #
1991 Ford F-800, Single axle Aerial truck	Orange	66,200	1FDXK843MVA34819
Department:	Additional Information		
Road	Vehicle has been red tagged due the safety issues. Aerial boom drifts down at random moments. Batteries need replacing.		

Year Make Model	Color	Mileage	VIN #
2003 Dodge ram 1500 pick-up	Orange	260,000	1D7HA16N83J660624
Department:	Additional Information		
Road	Engine noise, engine uses 2 quart of oil daily, very rusty, needs the battery replaced.		

Year Make Model	Color	Mileage	VIN #
1996 Ford / Omaha Truck (F-350)	Orange	208,056	1FDJF37H3TEB57024
Department:	Additional Information		
Road	Truck runs okay, poor condition, rusty, exhaust leaks, emission light on, and lift box does work well.		

Year Make Model	Color	Mileage	VIN #
2002 L- Shaped 100 Gal. fuel tank	White	N/A	N/A
Department:	Additional Information		
Road	Tank is in poor condition. Leaks due to rust holes. Fuel pump is broke.		

Year Make Model	Color	Mileage	VIN #
2010 Mckenzie Equipment 8' rear flail mower	White	N/A	2005565
Department:	Additional Information		
Road	Needs repair- bearings and gear box repair, mower teeth and welding.		

Year Make Model	Color	Mileage	VIN #
Year unknown, John Deere 390 - 7.5 foot rear flail mower	Green	N/A	P00390X006445
Department:	Additional Information		
Road	Needs – Bearings, belts and welding.		

Year Make Model	Color	Mileage	VIN #
Year unknown, 8 foot pick-up truck shell and plastic bed liner	White and black	N/A	N/A
Department:	Additional Information		
Roads	Former animal control shell and liner. Needs repair- broken and missing doors.		

Year Make Model	Color	Mileage	VIN #
Year unknown, John Deere 390 - 7.5 foot rear flail mower	Green	N/A	P00390X006442
Department:	Additional Information		
Road	Needs – bearings, belts and welding.		

Year Make Model	Color	Mileage	VIN #
Year unknown, Galvanized Truck box Cover - Fabricated	Orange	N/A	N/A
Department:	Additional Information		
Roads	Former wood chipper truck box. Wood frame is rotted. Will not fit any current trucks.		

Year Make Model	Color	Mileage	VIN #
Year unknown, Scissor Hoist and dump box for single axle truck	Orange/rust	N/A	
Department:	Additional Information		
Roads	Former dump truck box and hoist. Very rusty. Not useable. Very rusty.		

Year Make Model	Color	Mileage	VIN #
Year Unknown, Sioux valve grinder	Metal	N/A	64182
Department:	Additional Information		
Road	Missing parts. Out dated parts are not available. Very old grinder, that is not MIOHSA compliant.		

Year Make Model	Color	Mileage	VIN #
Pallet of signal lights monitors and controllers	Black/Gray/Yellow	N/A	
Department:	Additional Information		
Road	Outdated, not to be used with new LED technology.		

Year Make Model	Color	Mileage	VIN #
Year unknown, 5 - parking lot lights 21" x 21"	Silver	N/A	N/A
Department:	Additional Information		
Road	Outdated lighting system. Replaced by LED lighting.		

Year Make Model	Color	Mileage	VIN #
1978 Onan Generator	Green	N/A	A780296511
Department:	Additional Information		
Road	Runs poorly, voltage output is low.		

Year Make Model	Color	Mileage	VIN #
Year unknown, 2 Homelite portable air handlers	Red	N/A	N/A
Department:	Additional Information		
Road	Non-running. Not MIOHSA compliant.		

Year Make Model	Color	Mileage	VIN #
Year unknown, Blade Sharpener/Grinder	Gray	N/A	N/A
Department:	Additional Information		
Road	Not MIOHSA compliant. Fabricated many years ago.		

Year Make Model	Color	Mileage	VIN #
1969 Green lite striping cart	Orange	N/A	GLG-10
Department:	Additional Information		
Road	Designed for oil base road paint. Not DEQ compliant for roads or parking lots.		

Year Make Model	Color	Mileage	VIN #
2003 Cannon C6800 office printer	White	N/A	
Department:	Additional Information		
Road	Outdated printed. Has not been in service in 6 years. Would not print clearly.		

Year Make Model	Color	Mileage	VIN #
1976 Ingersoll Rand GR250 air compressor	Orange	4000 hours	250TR42059M
Department:	Additional Information		
Road	Slow to build air pressure. Needs new batteries.		

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated October 24, 2017 as submitted.

INGHAM COUNTY ROAD DEPARTMENT

DATE: October 24, 2017

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2017-639	AT & T	CABLE / UG	LEGACY PKWY & DUNCKEL RD	DELHI	2
2017-642	CONSUMERS ENERGY	GAS	COLUMBIA ST & MARSH RD	MERIDIAN	3
2017-643	CONSUMERS ENERGY	TRAFFIC CONTROL	MICHIGAN AVE & WAVERLY RD	LANSING	18
2017-644	CONSUMERS ENERGY	GAS	EDGAR RD & BARNES RD	AURELIUS	25
2017-645	WIDEOOPENWEST	CABLE / UG	MAPLE SHADE & WILLIAMSTON	WILLIAMSTOWN	25
2017-646	CONSUMERS ENERGY	GAS	HASLETT RD & SCHOOL ST	MERIDIAN	11
2017-647	LBWL	WATERMAIN	WILLOUGHBY RD & CEDAR ST	DELHI	15
2017-648	CONSUMERS ENERGY	ELECTRIC / UG	PATIENT CARE DR & PINE TREE	DELHI	1
2017-649	CONSUMERS ENERGY	GAS	ST JOSEPH ST & WAVERLY RD	LANSING	19
2017-650	LESLIE TOWNSHIP	SPECIAL EVENT	VARIOUS	LESLIE	
2017-669	FRONTIER	CABLE / UG	WEBBERVILLE RD & GRAND RIVER	LEROY	11
2017-670	WIDEOOPENWEST	CABLE / UG	OLDS RD & HUNT RD	ONONDAGA	27
2017-671	COMCAST	CABLE / UG	COLLEGE RD & SANDHILL RD	ALAIEDON	8
2017-672	COMCAST	CABLE / UG	AURELIUS RD & HOLT RD	DELHI	23
2017-673	CONSUMERS ENERGY	GAS	DELHI NE	DELHI	14
2017-674	CONSUMERS ENERGY	GAS	QUAIL ST	MERIDIAN	2
2017-675	CONSUMERS ENERGY	GAS	GROVENBURG RD & HARPER RD	DELHI	14
2017-676	CONSUMERS ENERGY	GAS	OAKCLIFF LN & WILLOW ST	LANSING	7
2017-677	CONSUMERS ENERGY	GAS	WOODSIDE DR & HASLETT RD	MERIDIAN	11
2017-678	CONSUMERS ENERGY	ELECTRIC / OH	DEXTER TR & MILNER RD	STOCKBRIDGE	9
2017-679	CHRIS HADDAD	MISCELLANEOUS	OKEMOS RD & JOLLY RD	ALAIEDON	4
2017-680	C & D HUGHES	WALKWAY CONST.	BROGAN RD & M-106	STOCKBRIDGE	23

MANAGING DIRECTOR: _____

TO: County Services Committee
FROM: Eric A. Schertzing, Treasurer
DATE: October 24, 2017
SUBJECT: Authorization to Start a Managerial Employee above Step 2

BACKGROUND

Recruitment of a new Chief Deputy Treasurer recently concluded with selection of a candidate to fill the position. The chosen candidate currently earns a salary above Step 5 of the MCF Market Salary Position scale (see table below).

MCF MARKET SALARY POSITIONS (Excerpt)

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
10	61,615.00	64,495.90	67,504.10	70,657.63	73,957.55

Section B.7 of the Managerial and Confidential Employee Personnel Manual allows that a new Manager or Confidential Employee may be started above Step 2 of the appropriate grade at the discretion of the County Services Committee.

ALTERNATIVES

With the move of a Treasury accountant to Financial Services and the challenge of recruiting managers at the lower end of Grade 10, a review for reorganization of the office to raise the pay grade for the Chief Deputy would be in order. This request allows the office to get a new Chief Deputy in place, focus on the audit and accounting issues and take up reorganization discussions after the audit and once the Chief Deputy is up to speed.

FINANCIAL IMPACT

Annual salary differences among the five steps of Grade B are provided above. Because the position has been vacant and was budgeted at Step 5 for the next fiscal year, there will be no impact on the Treasury budget.

OTHER CONSIDERATIONS

The responsibilities and expectations for the Chief Deputy Treasurer are high. Finding a candidate to take on the responsibilities for a salary starting in the low \$60,000 has really cost the County more than it has saved us.

RECOMMENDATION

Based on knowledge, skills and expertise of the selected candidate, and in recognition of local market demands, the Treasurer recommends that the County Services Committee allow the selected Chief Deputy Treasurer candidate to begin at Grade 10, Step 5 of the MCF Market Salary Position scale.

Agenda Item 3b

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

DATE: 10/20/2017

RE: Resolution to Transfer Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

Attached for your consideration is a proposed resolution to request Ingham County transfer unsold tax reverted properties which have been rejected by local units of government to the Ingham County Land Bank Fast Track Authority.

Under Public Act 123 of 1999, MCL 211.78m (7), "If property not previously sold is not transferred to the city, village, or township in which the property is located under subsection (6), the foreclosing governmental unit shall retain possession of that property."

The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax reverted property and local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO TRANSFER UNSOLD TAX REVERTED PROPERTIES REJECTED BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, (“the Act”) establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with the Ingham County Board of Commissioners’ approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78m(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property; and

WHEREAS, local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller/Administrator to take appropriate action to transfer rejected property to the Land Bank.

BE IT FURTHER RESOLVED, that this Resolution shall be renewed annually.

BE IT FURTHER RESOLVED, that 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.

2017 Tax Foreclosures
Subject to Local Unit Rejection

33-01-01-03-306-191

LOT 83 BANGHART SUB NO 1

Property Address: 840 HARRIS ST LANSING MI

33-01-01-04-102-281

LOT 17 HYLEWOOD SUB

Property Address: 419 W SHERIDAN RD LANSING MI

33-01-01-04-105-071

LOT 92 FAIRFIELD GARDENS SUB

Property Address: 422 W FAIRFIELD AVE LANSING MI

33-01-01-04-155-231

LOT 37 EXC S 11 FT MAYFIELD FARMS SUB

Property Address: 2915 TURNER ST LANSING MI

33-01-01-04-457-031

LOT 28 HOWARD HEIGHTS SUB

Property Address: 309 DOUGLAS AVE LANSING MI

33-01-01-06-326-102

PART NE 1/4 SW 1/4 SEC 9 T4N R2W & LOTS 6 & 7 DELTA RIVER DRIVE
ESTATES COM 20
FT W OF NE COR LOT 6, TH W ON 1/8 LINE 215 FT, S 18DEG 08MIN W 112.3 FT,
S
64DEG 49MIN E 150.33 FT, N 25DEG 33MIN E 40 FT, SE'LY 30 FT TO MOST W'LY
COR
LOT 7, SE'LY 35 FT ON S'LY LINE LOT 7, N 25DEG 33MIN E 99.83 FT, S 64DEG
27MIN
E 35.2 FT TO W'LY LINE LOT 6 AT POINT 60 FT NW'LY OF SW COR THEREOF,
NE'LY 109
FT TO BEG; DELTA RIVER DRIVE ESTATES

Property Address: WESTMONT AVE LANSING MI

33-01-01-06-327-161

COM 125 FT S OF CEN OF SEC 6, TH E 127 FT, S 135 FT, W 127 FT, N 135 FT TO
BEG;
SEC 6 T4N R2W

Property Address: 2725 NORTHWEST AVE LANSING MI

33-01-01-08-202-271

LOT 208 NORTH HIGHLAND SUB

Property Address: 1713 N M L KING JR BLVD LANSING MI

33-01-01-08-256-141

LOT 164 NORTH HIGHLAND SUB

Property Address: 1311 N M L KING JR BLVD LANSING MI

33-01-01-08-279-055

W 30 FT OF S 22 FT LOT 28 KNOLLWOOD PARK

Property Address: KNOLLWOOD AVE LANSING MI

33-01-01-08-378-101

LOT 9 ASSESSORS PLAT NO 48

Property Address: 1527 HULL CT LANSING MI

33-01-01-08-426-121

LOT 13 & S 4.7 FT OF E 135 FT LOT 11 ASSESSORS PLAT NO 13

Property Address: 1147 PRINCETON AVE LANSING MI

33-01-01-08-456-121

N 33 FT LOTS 1 & 2 BLOCK 1 DAYTONS ADD

Property Address: 710 N JENISON AVE LANSING MI

33-01-01-08-481-151

LOT 19 EXC N 45 FT ALSO S 70 FT LOT 18 ENGLEWOOD PARK ADD

Property Address: 1000 W SAGINAW ST LANSING MI

33-01-01-09-126-061

LOT 57 MAPLE PARK ADD

Property Address: 204 RUSSELL ST LANSING MI

33-01-01-09-177-003

LOTS 43 THRU 54 & LOTS 58 THRU 64, W 1/2 LOT 55, W'LY 1/2 LOT 57 & S 1/2
OF
VACATED WILLIS AVE FROM E LINE N GRAND RIVER AVE TO A LINE EXT D
FROM S'LY MOST

COR LOT 13 TO A POINT MIDWAY ON E'LY LINE LOT 57 FRANK L DODGE
SUB

Property Address: 1506 N GRAND RIVER AVE LANSING MI

33-01-01-09-276-043

E 41.25 FT OF W 82.5 FT LOTS 13 & 14 BLOCK 2 ORIG PLAT

Property Address: 403 BEAVER ST LANSING MI

33-01-01-09-306-121

S 1/2 OF E 6 R LOT 12 BLOCK 1 MOORES SUB ON BLOCK 27

Property Address: 1001 N PINE ST LANSING MI

33-01-01-09-352-001

W 40.25 FT OF N 115 FT LOT 6 BLOCK 2 MOORES SUB ON BLOCK 27

Property Address: 635 BROOK ST LANSING MI

33-01-01-09-352-211

LOT 4 BLOCK 2 MOORES SUB ON BLOCK 27

33-01-01-09-354-041

N 36 FT LOT 9 BLOCK 47 ORIG PLAT

Property Address: N CHESTNUT ST LANSING MI

33-01-01-09-354-051

S 30 FT LOT 9 & N 4 FT OF W 5 R LOT 8 BLOCK 47 ORIG PLAT

Property Address: 910 N CHESTNUT ST LANSING MI

33-01-01-09-357-141

LOT 7 ASSESSORS PLAT NO 41 REC L 11 P 47

Property Address: 707 N SYCAMORE ST 1 LANSING MI

33-01-01-09-364-121

W 27 FT OF S 40 FT OF E 6 R LOT 5 BLOCK 57 ORIG PLAT

Property Address: 406 W SAGINAW ST LANSING MI

33-01-01-09-430-311

LOT 40 ASSESSORS PLAT NO 30 OF BLOCK 19 ORIG PLAT

Property Address: 1031 N LARCH ST LANSING MI

33-01-01-10-153-011

S 1/2 LOT 15 BLOCK 3 HANDY HOME ADD

Property Address: 1556 BALLARD ST LANSING MI

33-01-01-10-153-211

LOT 1 BLOCK 3 HANDY HOME ADD

Property Address: 1501 N HIGH ST LANSING MI

33-01-01-10-157-191

N 2 R OF S 7 R LOT 1 BLOCK 2 HANDY HOME ADD

Property Address: 1213 N HIGH ST LANSING MI

33-01-01-10-157-343

E 16.5 FT LOTS 16 & 17 BLOCK 2 HANDY HOME ADD

Property Address: DRURY LANE LANSING MI

33-01-01-10-176-341

LOT 9 HIGHLAND PARK

Property Address: 1223 NEW YORK AVE LANSING MI

33-01-01-10-353-171

LOT 18 YOUNG, STABLER AND YOUNGS EAST PARK ADD

Property Address: 717 EAST PARK TERRACE LANSING MI

33-01-01-10-354-131

LOT 38 ASSESSORS PLAT NO 22

Property Address: 843 E SAGINAW ST LANSING MI

33-01-01-10-354-141

LOT 37 ASSESSORS PLAT NO 22

Property Address: 901 E SAGINAW ST LANSING MI

33-01-01-10-354-151

LOT 36 ASSESSORS PLAT NO 22

Property Address: 903 E SAGINAW ST LANSING MI

33-01-01-10-376-061

LOT 13 ASSESSORS PLAT NO 22

Property Address: 804 N PENNSYLVANIA AVE LANSING MI

33-01-01-10-376-231

LOTS 1 & 2 THE METLIN ADD

Property Address: 1026 E OAKLAND AVE LANSING MI

33-01-01-14-362-071

LOT 60 ULLRICHS SUB REC L 4 P 28

Property Address: S CLEMENS AVE LANSING MI

33-01-01-14-380-171

LOT 48 BROWNS SUB OF A PART OF OUTLOTS A AND B OF SNYDERS ADD

Property Address: 630 S FRANCIS AVE LANSING MI

33-01-01-15-154-091

E 34.5 FT LOT 3 BLOCK 3 JEROMES ADD

Property Address: 917 JEROME ST LANSING MI

33-01-01-15-305-131

S 38 FT OF E 95 FT LOT 11 BLOCK 7 GREEN OAK ADD

Property Address: 230 S EIGHTH ST LANSING MI

33-01-01-15-381-081

LOT 18 BLOCK 8 LANSING IMPROVEMENT COMPANYS ADD

Property Address: LARNED ST LANSING MI

33-01-01-15-427-131

N 35 FT LOT 14 BLOCK 1 HALLS ADD

Property Address: 215 ALLEN ST LANSING MI

33-01-01-15-483-121

S 26 FT LOT 135 & N 14 FT LOT 136 BREITEN PARK SUB REC L 5 P 48

Property Address: 622 ALLEN ST LANSING MI

33-01-01-15-485-111

LOT 41 PAUL PARK ADD

Property Address: 622 LESLIE ST LANSING MI

33-01-01-16-428-201

LOT 5 BLOCK 1 BARNARDS SUB REC L 1 P 32

Property Address: BARNARD ST LANSING MI

33-01-01-16-428-211

LOT 4 BLOCK 1 BARNARDS SUB REC L 1 P 32

Property Address: 625 BARNARD ST 1 LANSING MI

33-01-01-17-258-082

E 26.5 FT LOT 15 & W 1 R LOT 16 BLOCK 2 FRENCHS SUB

Property Address: 1222 W OTTAWA ST LANSING MI

33-01-01-17-258-091

E 2 R OF W 3 R LOT 16 BLOCK 2 FRENCHS SUB

Property Address: 1220 W OTTAWA ST LANSING MI

33-01-01-17-451-502

LOT 95 & E 16.5 FT LOT 96 ASSESSORS PLAT NO 9

Property Address: 1207 W KALAMAZOO ST LANSING MI

33-01-01-20-135-131

LOT 23 RIVERVIEW HEIGHTS SUB REC L 4 P 44

Property Address: 914 MIDDLE ST LANSING MI

33-01-01-20-407-041

LOT 86 OLDSDALE SUB

Property Address: 1517 PATTENGILL AVE LANSING MI

33-01-01-21-253-020

LOT 5 CLEARS SUB OF BLOCK 204

Property Address: 1017 S GRAND AVE LANSING MI

33-01-01-21-380-171

E 1/2 LOT 3 BLOCK 16 PARK PLACE

Property Address: 213 W BARNES AVE LANSING MI

33-01-01-21-427-062

W 30 FT OF E 4 R LOTS 10 & 11 ROLLIN H PERSON ADD

Property Address: 511 BAKER ST LANSING MI

33-01-01-21-428-001

N 50 FT LOTS 21 & 22 ROLLIN H PERSON ADD

Property Address: 1417 LINVAL ST LANSING MI

33-01-01-21-428-035

S 82.5 FT LOT 26 ROLLIN H PERSON ADD

Property Address: 621 BAKER ST 1 LANSING MI

33-01-01-21-428-045

N 40 FT LOTS 25, 26 & 27 EXC E 17 FT THEREOF ROLLIN H PERSON ADD

Property Address: 1418 BAILEY ST LANSING MI

33-01-01-21-429-065

W 41 FT OF N 53.06 FT LOTS 1 & 2 BLOCK 1 AMENDED PLAT OF HALLS SOUTH

SIDE ADD

Property Address: 414 BAKER ST LANSING MI

33-01-01-21-484-035

N 28 FT LOT 133 & N 28 FT OF W 30 FT LOT 134 TORRANCE FARM ADD

Property Address: 1823 LINVAL ST LANSING MI

33-01-01-22-129-321

LOT 15 BLOCK 5 MANUFACTURERS ADD NO 1

Property Address: 1126 E MALCOLM X ST LANSING MI

33-01-01-22-176-341

LOT 85 HUNTINGTON HEIGHTS SUB

Property Address: 1238 PARK VIEW AVE LANSING MI

33-01-01-22-206-011

LOTS 158 & 159 EXCELSIOR LAND COMPANYS SUB

Property Address: 1005 BENSCH ST LANSING MI

33-01-01-22-206-161

LOT 234 EXCELSIOR LAND COMPANYS SUB

Property Address: 1036 DAKIN ST LANSING MI

33-01-01-22-226-331

LOT 396 EXCELSIOR LAND COMPANYS SUB

Property Address: 943 MCCULLOUGH ST LANSING MI

33-01-01-22-255-061

LOT 74 EXCELSIOR LAND COMPANYS SUB

Property Address: 1223 S HOLMES ST LANSING MI

33-01-01-22-279-191

LOT 16 CITY PARK SUB

Property Address: 1107 REGENT ST LANSING MI

33-01-01-22-301-071

LOT 45 CLARKS SUB

Property Address: 725 BEULAH ST LANSING MI

33-01-01-22-303-011

LOTS 19 & 21 CLARKS SUB

Property Address: 710 BEULAH ST LANSING MI

33-01-01-22-305-101

LOT 19 BLOCK 1 ASSESSORS PLAT NO 20

Property Address: 1441 BAILEY ST LANSING MI

33-01-01-22-351-061

LOT 12 BLOCK 1 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1531 BAILEY ST LANSING MI

33-01-01-22-351-271

LOT 33 BLOCK 1 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1530 LYONS AVE LANSING MI

33-01-01-22-351-281

LOT 34 BLOCK 1 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1524 LYONS AVE LANSING MI

33-01-01-22-352-121

LOT 16 BLOCK 4 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1613 LYONS AVE LANSING MI

33-01-01-22-354-041

LOT 8 BLOCK 2 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1711 BAILEY ST LANSING MI

33-01-01-22-354-141

LOT 17 & N 10 FT LOT 16 BLOCK 2 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1720 LYONS AVE LANSING MI

33-01-01-27-107-001

LOT 82 HOLLYWOOD SUB

Property Address: MCKIM AVE LANSING MI

33-01-01-27-426-042

LOT 7, N 120 FT LOT 8, ALSO N 120 FT LOT 9 EXC W 22 FT GOODHOME SUB

Property Address: 1813 E WILLARD AVE LANSING MI

33-01-01-28-403-011

LOT 14 REOLA PARK SUB

Property Address: 2609 MAPLEWOOD AVE LANSING MI

33-01-01-28-430-001

LOT 108 SOUTH PARKWOOD SUB

Property Address: 602 S PARK BLVD LANSING MI

33-01-01-28-432-051

LOT 71 SOUTH PARKWOOD SUB

Property Address: 629 DENVER AVE LANSING MI

33-01-01-29-278-011

LOT 11 BLOCK 3 RESUB OF BLOCKS 17, 21, 22 AND LOTS 35 TO 72 INCL,
BLOCK 30
ELMHURST SUB

Property Address: 2505 S M L KING JR BLVD LANSING MI

33-01-01-29-305-122

COM SW COR SEC 29. TH E 283 FT, N 214.5 FT, E 267 FT, N 247.5 FT, W 550 FT TO
W
SEC LINE, S 462 FT TO BEG; SEC 29 T4N R2W

Property Address: 2130 W HOLMES RD LANSING MI

33-01-01-30-453-141

LOT 465 PLEASANT GROVE SUB NO 1

Property Address: 3210 VIKING RD LANSING MI

33-01-01-31-205-171

LOT 43 SHERATON PARK

Property Address: 3728 DEERFIELD AVE LANSING MI

33-01-01-31-253-161

LOT 79 PLEASANT SUB

Property Address: 4020 INGHAM ST LANSING MI

33-01-01-31-276-001

LOT 205 EXC E 60 FT PLEASANT SUB NO 3

Property Address: 3907 INGHAM ST LANSING MI

33-01-01-31-276-111

LOT 87 PLEASANT SUB

Property Address: 2514 GREENBELT DR LANSING MI

33-01-01-31-276-121

LOT 88 PLEASANT SUB

Property Address: 2510 GREENBELT DR LANSING MI

33-01-01-31-479-301

LOT 107 EXC N 88 FT OF W 121 FT & S 16 FT ECO FARMS

Property Address: 4722 PLEASANT GROVE RD LANSING MI

33-01-01-32-126-152

COM 24 R E OF NW COR OF NE 1/4 OF NW 1/4 SEC 32, S 300 FT, E 66 FT, N 300 FT, W 66 FT TO BEG; SEC 32 T4N R2W

Property Address: 1733 W HOLMES RD LANSING MI

33-01-01-32-353-283

LOTS 208, 209 & 210 PLEASANT GROVE SUB EXC S 8 FT OF LOT 210

Property Address: 5014 CHRISTIANSEN RD LANSING MI

33-01-01-32-401-121

W 80 FT LOTS 2 & 3 SUPERVISORS PLAT OF PROSPERITY FARMS NO 1

Property Address: 1118 PIERCE RD LANSING MI

33-01-01-33-402-102

COM SE COR LOT 30, TH W 30 FT, N TO N LINE SAID LOT, W TO SE COR LOT 37, N TO

NE COR LOT 38, E 50 FT , N TO N LINE ASSESSORS PLAT NO 56, E ON SAID
LINE
99.02 FT, S 103.06 FT, S 45DEG 11MIN 51SCD E 28.36 FT TO NW COR LOT 26, E
79.24
FT TO E LINE LOT 30 EXTD N, S 200 FT TO BEG; ASSESSORS PLAT NO 56

Property Address: E EVERETTDALE AVE LANSING MI

33-01-01-33-404-201

LOT 66 SUPERVISORS PLAT OF EVERETT-DALE NO 2 SUB

Property Address: 124 E EVERETTDALE AVE LANSING MI

33-01-01-33-427-221

LOT 27 ORCHARD GARDENS SUB

Property Address: 612 E CAVANAUGH RD LANSING MI

33-01-01-35-351-111

LOT 44 & E 14.5 FT LOT 43 SUPERVISORS PLAT OF CULVER-DALE SUB

Property Address: 2107 IRENE ST LANSING MI

33-01-05-04-151-081

COM ON W SEC LINE 284 FT N OF W 1/4 POST SEC 4, TH E 610 FT TO CL
COUNTY DRAIN,
N'LY ALONG SAID CL TO PT E OF A PT 70 FT N OF BEG, W TO W SEC LINE, S
70 FT TO
BEG; SEC 4 T3N R2W

Property Address: 5507 S WASHINGTON AVE LANSING MI

33-01-05-05-202-022

LOT 20 SUPERVISORS PLAT OF BALZER SUB, EXCEPT COM AT THE NW
CORNER LOT 20
SUPERVISORS PLAT OF BALZER SUB FOR POB, TH S 87.74 FT, THE E 137.23 FT,
THE N
87.74 FT, TH W 137.23 TO POB

Property Address: BALZER ST LANSING MI

33-01-05-05-252-001

LOT 149 EXC E 5 FT VILLAGE GREEN SUB NO 2

Property Address: W NORTHRUP ST LANSING MI

33-01-05-05-276-021

COM SE COR LOT 20, TH N ON E LOT LINE 30 FT, N 51DEG 0MIN W 194.3 FT TO
E'LY
R/W LINE M-99, S 33DEG 30MIN W 75 FT, S 56DEG 30MIN E 98.5 FT, S 34.9 FT TO
SW
COR LOT 20, E 110 FT TO BEG; SUPERVISORS PLAT OF PROSPERITY FARMS

Property Address: 5317 S M L KING JR BLVD LANSING MI

33-01-05-05-376-141

LOT 12 VALLEAU CITY

Property Address: 5822 VALENCIA BLVD LANSING MI

33-01-05-05-376-201

LOT 6 VALLEAU CITY

Property Address: 5861 S M L KING JR BLVD LANSING MI

33-01-05-06-378-001

LOT 79 COACHLIGHT ESTATES SUB

Property Address: 3305 INDEPENDENCE LANE LANSING MI

33-01-05-06-429-023

LOT 167 EXC W 65 FT WEBSTER FARM SUB NO 3

Property Address: 5712 PICARDY ST LANSING MI

33-01-05-06-430-121

N 100 FT LOT 208 WEBSTER FARM SUB NO 3

Property Address: 2427 POLLARD RD LANSING MI

33-01-05-07-227-061

LOTS 44 & 45 KENBROOK

Property Address: S M L KING JR BLVD LANSING MI

33-01-05-08-226-281

LOT 60 MARYWOOD

Property Address: 6218 MARYWOOD AVE LANSING MI

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT
TO MONTGOMERY DRAIN DRAINAGE DISTRICT NOTES**

RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on _____, 2017, at ____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner:

WHEREAS pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements to the Montgomery Drain (the "Project"), which is being undertaken by the Montgomery Drain Drainage District (the "Drainage District"); and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay preliminary costs of the Project, the Drainage District intends to issue its note or notes, in addition to notes it has previously issued, in a total aggregate amount not to exceed \$10,100,000 pursuant to the Section 434 of the Act (the "Notes"); and

WHEREAS, the principal of and interest on the Notes will be payable from bonds to be issued by the Drainage District to provide permanent financing for the Project (the "Bonds"); and

WHEREAS, the preliminary costs of the Project have been financed by a combination of notes issued to banks and advances from the Drain Revolving Fund (Fund 802); and

WHEREAS, the County Board of Commissioners has requested relinquishment of \$5,000,000 of the amounts advanced by the County of Ingham (the "County") to Fund 802 in order to designate them for other uses; and

WHEREAS, the Drain Commissioner deems it advisable and necessary to request that the Ingham County Board of Commissioners (the "Board") adopt a resolution consenting to the pledge of the limited tax full faith and credit of the County on the Notes; and

WHEREAS, the Board may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Notes pursuant to Section 434 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Notes will reduce the cost of financing the Project and will be a benefit to the people of the County.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Notes and any Notes issued to refinance the Notes, and the County agrees that in the event that the Bonds are not issued prior to the date on which the principal of and interest on the Notes (or any Note issued to refinance the Notes) are due and that moneys are not otherwise available to the Drainage District on such date to pay such principal and interest, the County will immediately make such advancement from general funds of the County to the extent necessary to pay the principal of and interest on the Notes when due. The ability of the County to levy taxes to pay the principal of and interest on the Notes shall be subject to constitutional and statutory limitations on the taxing power of the County.

2. In the event that, pursuant to said pledge of full faith and credit, the County advances out of County funds sums to pay any part of the principal of and interest due on the Notes, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes, and to execute any documents or certificates necessary to complete the issuance of the Notes, including, but not limited to, any applications including applications to the Michigan Department of Treasury, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules or regulations.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

FINANCE:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2017, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: _____, 2017

Barb Byrum, Clerk
County of Ingham

TO: Board of Commissioners, County Services Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: 10/19/2017

SUBJECT: Core Technology Multibridge/Talon Renewal

BACKGROUND

Ingham County currently uses Multibridge and Talon software from Core Technology in our Sheriff's Office and patrol cars. This software has been in use for many years and provides critical access to LEIN data for our officers.

In order to ensure the system has no downtime or other issues which would hinder law enforcement, IT renews support on the software each year. This year the support expires on 11/30/17.

ALTERNATIVES

None.

FINANCIAL IMPACT

The funding for the \$5,056.00 total will come from the County's Innovation and Technology Department's LOFT Fund #636-25820-932050.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached short contract for Core Technology to renew support of the Multibridge/Talon software in the amount of \$5,056.00.

Invoice No. MN3000206
Date 10/31/2017
Due Date 11/30/2017
Customer No. ING3000
Page 1 of 1



Bill To
 Ingham Co MI Sheriff Office
 Accts Payable / Sarah Ricketts
 121 East Maple, 3rd Floor
 Mason, MI 48854
 US

Ship To
 Ingham County
 121 East Maple, 3rd Floor
 Mason, MI 48854
 US

Contract/Project Number	Purchase Order	Payment Terms	Currency
		Start of Maint Period	HARRIS-US\$

Item No	Description	Quantity	Unit Price	Amount
NOTE	Annual CORE Technology Maintenance; DEC/2017 - NOV/2018	1.00	0.00	0.00
CORE-MAINT	Support - MultiBridge Enterprise LEIN	1.00	2,278.00	2,278.00
CORE-MAINT	Support - Talon Desktop	20.00	138.90	2,778.00
NOTE	**Payment Due 12/1/17**	1.00	0.00	0.00

*****IMPORTANT*****
 Email notice is REQUIRED for any changes and/or cancellations and will take effect 30 days after the notice is received.

We appreciate your business!

Thank you,
 Kim Bays
 kbays@harriscomputer.com

Subtotal	5,056.00
Misc	0.00
Taxes	0.00
Freight	0.00
Total	5,056.00

Remit To:
 Core Technology Corporation
 62133 Collections Center Drive
 Chicago, IL 60693-0621



Invoice Questions? Please call Kim Bays at 613-226-5511 ext 2017 OR e-mail kbays@harriscomputer.com

Tax Exempt? Please send your exemption certificate to the address above or email it to kbays@harriscomputer.com

Thank you for your business!

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RENEWAL OF SUPPORT FROM CORE TECHNOLOGY

WHEREAS, Core Technology is the company that provides support for the MultiBridge and Talon software used by our Sheriff's Office and patrol cars; and

WHEREAS, ongoing support is critical to ensuring that we have no disruption of service to our law enforcement personnel; and

WHEREAS, the current contract expires on 11/30/2017; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of support from Core Technology in the amount not to exceed \$5,056.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Innovation and Technology Department's LOFT Fund #636-25820-932050.

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

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

Agenda Item 5b

TO: Board of Commissioners, County Services Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: 10/19/2017

SUBJECT: Crystal Reports Training

BACKGROUND

Equivant is the company that supports the CourtView system in our various criminal justice areas including our Courts and Prosecuting Attorneys' office. Earlier this year, our in house support person retired and has been replaced. In order to better support our users, it is important to bring that new person up to speed with the various aspects of her job. This quote is to train her in Crystal Reports as it pertains to CourtView in particular.

ALTERNATIVES

As this training is particular to a specific software in use there are no alternative vendors.

FINANCIAL IMPACT

The funding for the \$5,400.00 total will come from the County's Innovation and Technology Department's Staff Development and Training Fund #636-95800-960000.

OTHER CONSIDERATIONS

Although we can probably take care of small fixes, without proper training we will need to contract with the vendor to support any major report writing needs for CourtView.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Equivant for Crystal Reports training in the amount of \$5,400.00.



CourtView Justice Solutions Inc. d/b/a equivant

Quote

To: Lori Milles
 Ingham County Court
 PO Box 319
 Mason, MI 48854
lmiles@ingham.org
 Contact: Lori Milles (517) 676.7381

Quote: INGM20171017
Date: October 16, 2017
Valid through: December 15, 2017

Project: CourtView Crystal Report Training

JST02122015

Item	Quantity	Unit Price	Total
PROFESSIONAL SERVICES			
1.1 Project Management	1	\$195	\$195
1.2 Training (Includes training preparation and delivery of training. Includes up to three training days)	1	\$4,680	\$4,680
1.3 Professional Services Discount	1	20%	(\$975)
		Professional Services	\$3,900
		Estimated Travel Costs	\$1,500
Estimated Baseline Project Total, excluding applicable taxes			\$5,400

Accepted: _____	Date: _____
<i>Print Name / Signature</i>	

Scope of Work

Onsite Training Services to include topics such as:
 Crystal Report Writer Software

Notes

- Quotation must be signed and returned with a purchase order to schedule project.
- Professional Services quoted are at a firm fixed price, but extent of services is limited to the number of training days specified in Item 1.2. For those Items that are limited, actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the quoted price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the quoted price. Changes in scope will require a change order to increase the firm fixed price based upon the additional level of
- Delays caused by Customer site or configuration issues may require rescheduling and/or Change Order for additional services and related travel costs.
- If project is cancelled prior to completion, all effort and travel-related costs expended through the date of cancellation will be due and payable.
- CJS will invoice for professional services as follows:
 - Project Management services will be invoiced at the end of the first month in which Project management services are provided.
 - Training Services will be invoiced at the end of the first month in which a training day is provided.
- Travel costs are estimated and actual cost incurred by CJS will be charged.
- For trips of less than four consecutive days, Travel time will be invoiced at \$75 per hour, not to exceed nine (9) hours per round trip.
- CJS will invoice for travel costs at the end of the month in which the travel cost is incurred.
- Training will be scheduled for the first available date at which CJS and Customer resources are jointly available. Should rescheduling be necessitated for any reason, the next available date at which CJS and Customer resources are both available will be scheduled.
- For the purposes of quotation CJS has assumed that training will be provided on consecutive days. Should Customer request that training be provided on non consecutive days the Estimated Travel Cost, for labor and travel expenses, may exceed the estimate provided.
- A training day is eight (8) hours or less training provided on a single day. Unless expressly stated all training will be provided during normal business hours (8 am to 5 pm local time).
- CJS will provide training utilizing the CourtView Release installed in the Customer's training environment.
- Training sessions are limited to a maximum of ten (10) students per training session.
- Customer will prioritize the training topics and provide the prioritized list to CJS prior to the start of training preparation. CJS will cover the topics in the prioritized order. CJS will cover as many of the topics as can be accommodated within the quoted training hours. Should all topics not be covered, or additional training required, a change order to expand the level of effort will be required.
- Customer is responsible for all required licenses, hardware, network and third party software components and configuration.
- Customer is responsible for providing a suitable training environment that includes a personal computer for each student.
- Customer will make available all resources requested by CJS for assistance.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PURCHASE OF CRYSTAL REPORTS TRAINING FROM
EQUIVANT**

WHEREAS, Equivant is the company that supports the CourtView system in our various criminal justice areas;
and

WHEREAS, a new person is supporting said system and requires training to best serve our users; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from Equivant in the amount not to exceed \$5,400.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Staff Development and Training Fund #63695800-960000.

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

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

TO: Board of Commissioners, County Services Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: 10/19/2017

SUBJECT: User Training Subscription

BACKGROUND

ITProTV is a company that provides training in easy to understand videos on various topics. In comparing the offerings they have versus our current training provider, we have discovered that we can train more users for less per user than our current training vendor. The training we are interested in pertains to IT software applications as well as business, web design, and programming concepts. The training is reinforced by virtual labs and practice exams. This training is an online subscription format that is purchased in yearly increments.

ALTERNATIVES

The portion of the training relating only to Office and Business is not currently on the GSA contract so quotes were obtained.

ITProTV	\$87.00 per user per year
GoSkills	\$149.50 per user per year
Lynda.com	\$150.00 per user per year

FINANCIAL IMPACT

The funding for the \$9,570.00 total will come from the County's Innovation and Technology Department's Employee Development and Training Fund #636-95800-960080.

OTHER CONSIDERATIONS

Ongoing training is an important part of ensuring our County staff are best able to serve our citizens.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for ITProTV user training in the amount of \$9,570.00.



Quote
10/17/17

ITPROTV
<http://itpro.tv>
7525 NW 4th Blvd
Suite 10
Gainesville, Florida 32607
United States
(352) 600-6900

QUOTE #
007430
BILLED TO DEB FETT
Ingham County
United States

PRODUCT	QUANTITY	TOTAL
Office Pro <i>Unlimited access to all OfficePro.TV content for 12 months</i>	110	\$10,670.00
Biz Pro <i>Unlimited access to all BizPro.TV content for 12 months. Quote valid for 30 days.</i>	110	\$27,170.00
	DISCOUNT	\$28,270.00
	TOTAL	\$9,570.00

Terms and Conditions - Amounts are shown in USD. Final payment must be received by ITProTV within 30 days of Invoice date unless otherwise agreed upon. ITProTV reserves the right to suspend access in those cases where timely payment is not made.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE PURCHASE OF USER TRAINING FROM ITPROTV

WHEREAS, ITProTV is a company that provides user training in easy to understand videos; and

WHEREAS, ongoing training is an important part of ensuring our County staff are best able to serve our citizens; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from ITProTV in the amount not to exceed \$9,600.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Staff Development and Training Fund #63695800-960080.

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

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

TO: Board of Commissioners, County Services Committee, and Finance Committee
FROM: Deb Fett, CIO
DATE: 10/19/2017
SUBJECT: Resolution – Website Redesign

BACKGROUND

Ingham County currently has a website that is inconsistent and difficult to use or maintain. This sad state is a result of previous attempts to update it with small budgets and wishes that soon outstripped reality. Since our website can be the first impression of our County, we need it to better represent what Ingham County has to offer.

In order to bring our website to the desired positive state, ITD worked with a key team of our internal website content editors to develop a comprehensive RFP outlining our needs. Now that the bids from the RFP have been received and opened, the team met again to determine top finalists based on the criteria outlined in the RFP. The top two finalists – CivicPlus and Revize – were asked to meet with the team to show their abilities and to answer questions. This resolution is the culmination of those meetings.

ALTERNATIVES

Following due process requirements, an RFP was released and bids were received for the website redesign requested. The bidders were:

- CivicPlus, Inc. \$165,368.00
- Vision Technology Solutions, LLC. \$66,560.00 Annual Fee \$14,000.00 with 5% annual increase
- Real Time Solutions / Stephen Kaufman Shroeder \$112,000.00
- Good Method, LLC. \$57,263.00
- Revize, LLC. \$98,900.00
- CivicLive/West Interactive Services Corporation \$148,000.00

FINANCIAL IMPACT

The funding for the not to exceed \$99,000.00 will come from the County’s Innovation and Technology Department’s Network Consulting Fund #636-25810-802000.

OTHER CONSIDERATIONS

Revize, LLC was chosen as they are not only have the lower cost and had a better score on our criteria, but were more in tune with finding a solution that fit our needs rather than fitting us into their solution, are a Michigan vendor, and have been used by other Michigan counties who have given them a good reference.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the contract with Revize, LLC for the website redesign.

TO: Deb Fett, IT Director

FROM: James Hudgins, Director of Purchasing

DATE: August 10, 2017

RE: Memorandum of performance for RFP No. 140-17: Website Redesign and Content Management System

Per your request, the Purchasing Department sought proposals to redesign the County’s website into a professional, uniform, and user-friendly destination that makes finding services and information easy for residents. Central to this website is the content management system (CMS) that allows departments to seamlessly manage their own content.

The RFP was advertised in the Lansing State Journal, City Pulse and posted on the Ingham County Purchasing Department’s website.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	14	7
Vendors responding	6	0

The following grid is a summary of the vendors’ costs:

VENDOR NAME	LOCAL PREF	GRAND TOTAL
Good Method LLC	Traverse City, MI	\$57,263.00
Vision Technology Solutions LLC	El Segundo, CA	\$66,560.00 Annual Fee \$14,000 with 5% annual increase
Revize LLC	Troy, MI	\$98,900.00
Real Time Solutions / Stephen Kauffman Schroeder Corporation	Albuquerque, NM	\$112,000.00
	Scotts Valley, CA	\$148,000.00
CivicPlus, Inc.	Manhattan, KS	\$165,368.00

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department’s participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE WEBSITE REDESIGN

WHEREAS, the Ingham County website is currently inconsistent and difficult to use or maintain; and

WHEREAS, said website provides first impression of our County so should better represent what Ingham County has to offer; and

WHEREAS, ITD and a team of web content editors utilized the RFP process to obtain and evaluate bids from multiple vendors for redesigning the website; and

WHEREAS, the contract amount is in the ITD 2017 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contracting with Revize, LLC for the website redesign in the amount not to exceed \$99,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund #63625810-802000.

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

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

TO: Board of Commissioners County Services Committee
FROM: Travis Parsons, Human Resources Director
DATE: October 30, 2017
SUBJECT: LOU – Capitol City Labor Program, Inc. – 911 Non-Supervisory Unit
County Services November 7th

BACKGROUND

The 911 Center continues to experience significant staffing shortages that require current employees to work a tremendous amount of overtime. In response, 911 Administration, Human Resources, Controller’s Office and Capitol City Labor Program, Inc. met in Special Conference to discuss staffing and training challenges that result in additional overtime.

Most recently we discussed meeting the training responsibilities for several newly promoted Call Takers to Dispatcher positions. The number of holidays throughout the remainder of the 2017 makes it increasingly difficult to arrange trainers and still cover the responsibilities of the dispatch floor.

The joint solution from the Special Conference is to delay the start of the Dispatcher training for these recently promoted employees until the first rotation in 2018 (January 6, 2018). Without the proposed modification, the training time would be cut short and the probationary period for these employees would be impacted. The parties agreed that it is necessary to modify the probationary period for this group. The Letter of Understanding captures this unique scenario and provides a solution for the delayed training schedule and corresponding extension of the probationary period.

ALTERNATIVES

To make no change to the current language.

FINANCIAL IMPACT

There is no financial impact.

OTHER CONSIDERATIONS

Through the meet and confer process, all parties agreed to the arrangement and captured the agreement in the proposed Letter of Understanding.

RECOMMENDATION

Based on the information presented, the Director – 911 and I respectfully recommend approval of the attached resolution authorizing the Letter of Understanding between the Employer and the CCLP – 911 Non-Supervisory Unit regarding the extension of probation.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING WITH
CAPITOL CITY LABOR PROGRAM, INC. – 911 NON-SUPERVISORY UNIT REGARDING
EXTENSION OF PROBATION**

WHEREAS, an agreement was reached between representatives of Ingham County and the Capitol City labor Program, Inc. – 911 Non-Supervisory Unit (CCLP) for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the Human Resources Department, 911 Center, and Capitol City Labor Program, Inc. met and discussed the extenuating circumstances regarding the staffing level in the 911 Center and the need to delay the training of a newly promoted group Call Takers to Dispatchers until January 6, 2017; and

WHEREAS, the Human Resources Department, 911 Center, and Capitol City Labor Program, Inc. identified the impact of the suspension on the probationary period served by this group of employees; and

WHEREAS, the Employer and Union recognize the unique circumstances of this promotion process and the impact to the work schedule through January 6, 2018; and

WHEREAS, the parties desire to amend the language through the attached Letter of Understanding; and

WHEREAS, the provisions of the Letter of Understanding has been approved by the County Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding.

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

LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
AND
CAPITOL CITY LABOR PROGRAM, INC.-
911 NON-SUPERVISORY UNIT

PROBATIONARY PERIOD

WHEREAS, the current collective bargaining agreement between the parties provides in Article 17, PROBATIONARY PERIOD, specifically 17.3 that Employees who are promoted within the bargaining unit are subject to an additional probationary period as specified in 17.3.1; and

WHEREAS, the promotion from Call Taker to Dispatcher requires significant additional training and the opportunity to evaluate performance during probation; and

WHEREAS, due to extenuating circumstances regarding the staffing level in the 911 Center, the parties determined a need to delay training for the newly promoted Dispatchers; and

WHEREAS, the parties have come to agreement that the delay in training and evaluation would delay the probationary period.

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

1. The recently promoted Call Takers to Dispatchers will have their training paused and they will not begin training in the Dispatcher position until January 6, 2018.
2. Employees recently promoted to Dispatcher would serve the full probationary period in accordance with contract, with the beginning date of new probationary period to correspond with the start date of their Dispatcher training. The probationary extension is not to exceed an additional 90 days.
3. It is expressly understood and agreed by the parties that because of the unique set of circumstances for these impacted newly promoted employees, this LOU is without prejudice as to any other cases.
4. All other terms and conditions specified in the parties' collective bargaining agreement shall remain in full force and effect.

Agenda Item 6b

TO: Board of Commissioners Human Services, County Services, and Finance Committee
FROM: *Linda S. Vail, MPA*
DATE: *October 30, 2017*
SUBJECT: *Appoint Interim Child and Adolescent Health Center Supervisor*
For the meeting agenda of November 14th, 2017

BACKGROUND

The Health Center Supervisor position that oversees the Child and Adolescent Health Centers (School-Based/School-Linked Health Centers), Willow, Eastern and Sexton, is vacant. During the time the search for a qualified candidate to permanently fill the position is found, and interim Health Center Supervisor is needed to continue to oversee the day-to-day operations of the clinics, to assure compliance and quality service provision. It is the desire of the Health Department to establish Dianne Ankley, R.N., who currently serves as Charge Nurse for these Health Centers, as interim Health Center Supervisor until a candidate is hired to permanently fill the position.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Dianne Ankley is currently a Charge Nurse, MNA, NP&CN, Grade 03, Step 5 (\$68,264.25) and will be paid out of class as a MCF 10, Step 5 (\$73,957.55) for the duration she serves as Interim Health Center Supervisor. This will not impose additional costs beyond what is budgeted for FY 2018.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that Dianne Ankley, R.N., be appointed interim Health Center Supervisor for the Child and Adolescent Health Centers, and for the duration of her service in this interim role, be paid out of class as a MCF 10, Step 5 (\$73,957.55).

**LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM (Employer)
AND
MICHIGAN NURSES ASSOCIATION (Union)**

WHEREAS, the Employer and the Union have entered a collective bargaining agreement with a term running January 1, 2015 through December 31, 2017; and

WHEREAS, due to the recent vacancy of the Community Health Center Supervisor for Willow, Eastern and Sexton Clinics, the Employer seeks to temporarily assign that position on an interim basis to Dianne Ankley, Charge Nurse, while the County seeks to permanently fill the Community Health Center Supervisor position; and

WHEREAS, Ms. Dianne Ankley is qualified for and willing to temporarily assume these job duties and responsibilities on an interim basis; and

WHEREAS, the Employer has recognized that adjusting the salary for temporarily assuming the assigned duties and responsibilities during this period is justified; and

WHEREAS, the Employer and the Union are agreeable to this temporary staffing arrangement and the temporary salary increase.

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

1. The parties agree that the Community Health Center Supervisor job duties and responsibilities shall be temporarily assigned to Dianne Ankley, Charge Nurse, effective from November 14, 2017, until a successor has been hired.
2. The parties agree that while Ms. Dianne Ankley is serving as the Interim Community Health Center Supervisor, Ms. Ankley's annual salary level shall be adjusted from her current MNA Grade 3, Step 5 (\$68,264.25) to the MCF Pay Grade 10, Step 5 level (\$73,957.61). Upon Ms. Ankley ceasing to be assigned the Community Health Center Supervisor job duties and responsibilities, her salary shall be returned to the appropriate step under the MNA Pay Grade.
3. The parties agree that all seniority, economic fringe benefits and contribution structures provided under the Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit, Collective Bargaining Agreement, will continue.
4. The parties agree that this Letter of Understanding is intended to be temporary in duration, to be effective from November 14, 2017, through no later than December 31, 2017, unless extended in writing by mutual agreement of the parties.
5. The balance of the Agreement between the parties will remain in full force and effect for the duration of the Agreement's term.

COUNTY OF INGHAM

TEAMSTERS, LOCAL 243

Sarah Anthony, Chairperson Date
Ingham County Board of Commissioners

Julia Smith-Heck, Date
Labor Relations Representative

Linda Vail, Date
Health Officer

Kathy Kacynski, Date
President

APPROVED AS TO FORM:
COHL, STOKER & TOSKEY, P.C.

Mattis Nordfjord

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPOINT INTERIM CHILD AND ADOLESCENT HEALTH CENTER SUPERVISOR

WHEREAS, the Health Center Supervisor position that oversees the Child and Adolescent Health Centers (School-Based/School-Linked Health Centers), Willow, Eastern, and Sexton, is vacant; and

WHEREAS, during the time the search for a qualified candidate to permanently fill the position is found, an interim Health Center Supervisor is needed to continue to oversee the day-to-day operations of the clinics, to assure compliance and quality service provision; and

WHEREAS, it is the desire of the Health Department to establish Dianne Ankley, R.N., who currently serves as Charge Nurse for these Health Centers, as interim Health Center Supervisor until a candidate is hired to permanently fill the position; and

WHEREAS, Dianne Ankley is currently a Charge Nurse, MNA, NP&CN, Grade 03, Step 5 (\$68,264.25) and will be paid out of class as a MCF 10, Step 5 (\$73,957.55) for the duration she serves as Interim Health Center Supervisor; and

WHEREAS, this will not impose additional costs beyond what is budgeted for FY 2018; and

WHEREAS, the Ingham Community Health Center Board and Health Officer supports the appointment of Dianne Ankley as Interim Health Center Supervisor.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Dianne Ankley, R.N., to be appointed interim Health Center Supervisor for the Child and Adolescent Health Centers.

BE IT FURTHER RESOLVED, that Dianne Ankley be paid out of class for the duration of her service in this interim role as an MCF 10, Step 5 (\$73,957.55).

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized to make any necessary budget adjustments and amendments to the position allocation list consistent with this resolution.

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