

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
ROBERT PEÑA
RANDY SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, AUGUST 17, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/89160266022>.

Agenda

Call to Order

Approval of the [July 20, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office – [2nd Quarter Investment Report](#)
2. Public Defenders Office – Resolution to Authorize a Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs, and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Creating One [New Grant Funded Position](#)
3. Community Corrections – Resolution to Authorize Additional Justice Millage Programming Funds for [Indigent Electronic Monitoring](#) Users to Maintain Services through December 31, 2022 and to Provide Notice to Judicial Services Group, Ltd. that Additional Funds are Available
4. Animal Control and Shelter
 - a. Resolution to Authorize the Ingham County Animal Control and Shelter to Accept [Donations](#)
 - b. Resolution to Approve a Letter of Understanding between the County of Ingham and the Capital City Labor Program to Create a Second [Lead Animal Care Specialist](#)
5. 9-1-1 Dispatch Center – Resolution to Authorize the Purchase of Federal Communications Commission [License Modification Fees](#)
6. Capital Area Transportation Authority – Resolution to Authorize the [Ninth Amendment](#) to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2025
7. Veterans Affairs Department
 - a. Resolution to Accept the 2023 County [Veteran Service Fund Grant](#)
 - b. Resolution to Authorize the Ingham County Department of Veterans Affairs to Accept the 2023 County Veteran Service Fund Grant on Behalf of [Clinton County](#)

8. Potter Park Zoo – Resolution to Authorize an Agreement with [Wolverine Engineering & Surveyors Inc.](#) for Asphalt Replacement at Potter Park Zoo
9. Parks Department
 - a. Resolution to Authorize a Transfer of Funds from the Lake Lansing North Storage Building Capital Improvement Project to the [Hawk Island Snow Tube Storage Building Project](#)
 - b. Resolution to Authorize a Contract with [FD Hayes Electric Company](#) for Electrical Work at Hawk Island County Park
 - c. Resolution to Authorize a Contract with [Penchura Recreation Products](#) and Services for Replacements of a Portion of the Lake Lansing South County Park Playground
10. Health Department
 - a. Resolution to [Amend Resolution #21 – 270](#) Authorizing an Agreement with Local Health Department Academy of Science
 - b. Resolution to [Amend Resolution #22-322](#) for the COVID-19 Regional Health Equity Council Backbone Organization Grant
 - c. Resolution to Authorize a 2022-2023 [Emerging Threats Master Agreement](#) with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - d. Resolution to Amend the Status of [Position #601541](#) (CHW– Forest) from Part-Time to Full-Time
 - e. Resolution to Authorize an Agreement with the [Corporation for National and Community Services](#) for 2022-2023 Americorps Vista Grant Funding
 - f. Resolution to Authorize the Creation of a Grant-Term Limited [Mobile Health Unit Coordinator](#) Position
 - g. Resolution to Extend the Agreement with MSU Healthcare Inc. for [Infectious Disease Physician Services](#)
 - h. Resolution to Authorize a New 1.0 FTE [Workforce Development Coordinator](#) Position for Ingham County Health Department
11. Drain Commissioner – Resolution to Allocate \$1,000,000 in American Rescue Plan Funds to the [Montgomery Drain](#) Maintenance and Improvement Project
12. Facilities Department – Resolution to Authorize an Agreement Extension with [Teachout Security](#) for Unarmed Security Guard Services at Multiple Ingham County Facilities and to Rescind Resolution #22-254
13. Road Department
 - a. Resolution to Authorize a Contract for [Propane](#) Supplied and Delivered to the Ingham County Road Department
 - b. Resolution to Authorize a Contract for [Liquid De-Icing Corrosion Inhibited Solution](#)
 - c. Resolution to Authorize a Contract for [Dust Control Solutions](#) and Services
14. Human Resources Department
 - a. Resolution to Approve a Letter of Understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit Regarding [Jail Medical Nurses](#)
 - b. Resolution Certifying Representatives for the [MERS 2022 Retirement Conference](#)

15. Controller/Administrator

- a. Resolution [Amending Resolution #22-266](#) to Include Various Fees for Services Provided at the Potter Park Zoo
- b. Resolution to Authorize an Agreement with [Holy Cross Services](#) for the New Hope Community Center Emergency Shelter Program
- c. Resolution Defining the Terms of the [Montgomery Drain](#) American Rescue Plan Act Funding Allocation

Announcements

Public Comment

Adjournment

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

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

FINANCE COMMITTEE

July 20, 2022

Draft Minutes

Members Present: Grebner, Crenshaw, Peña, and Schafer.

Members Absent: Polsdofer, Stivers, and Tennis.

Others Present: Treasurer Alan Fox, Scott LeRoy, Jamie Rominger, Peter Vincent, Gregg Todd, Michael Townsend, Kylie Rhoades, and others.

The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/89160266022>.

Approval of the June 22, 2022 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, MINUTES OF THE JUNE 22, 2022 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Polsdofer, Stivers, and Tennis.

Additions to the Agenda

2. Sheriff's Office
 - c. Resolution to Authorize an Agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties to Provide Temporary Psychiatric Services to Inmate Patients
17. Resolution to Create a Housing Trust Fund Coordinator in the Treasurer's Office
18. Resolution to Amend Resolution #21-500 Authorizing the Raise the Age Grant from the Michigan Department of Health and Human Services
10. Parks Department
 - c. Resolution Attesting to the Existence of Matching Funds through Meridian Charter Township and Committing to Ongoing Maintenance for the MSU to Lake Lansing Connector Trail, Phase I Tap Grant Project Funded by the Transportation Alternatives Program Grant #2016025 MDOT JN 205121

Substitute –

8. Law & Courts Committee – Resolution to Adopt the 2023 Juvenile Justice Community Agency Process Calendar

10. Parks Department
 - a. Resolution to Authorize Additional Contracts for Trails and Parks 7th Round Millage Applications and to Authorize a Plan for the Future Trails and Parks Millage

Limited Public Comment

Peter Vincent, Ingham Conservation District Board Chairperson, stated that he would like to introduce Jamie Rominger, Ingham Conservation District Executive Director.

Ms. Rominger stated that she was excited to work with the Board of Commissioners. She further stated that she previously worked for WestRock and Northwestern Mutual.

Mr. Vincent stated that Ms. Rominger has a background in both agriculture and finance.

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

1. Clerk's Office – Resolution to Authorize the Permanent Absent Voter Ballot Application List Mailer for 2022
2. Sheriff's Office
 - a. Resolution to Authorize a Contractual Agreement with Axon Enterprise, Inc. to Purchase Taser Cartridges
 - b. Resolution to Authorize a Contract with Guardian RFID System for the Ingham County Sheriff's Office
 - c. Resolution to Authorize an Agreement with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties to Provide Temporary Psychiatric Services to Inmate Patients
3. Prosecuting Attorney's Office – Resolution to Reclassify the Vacant Ingham County Prosecutor's Office Victim/Witness Assistant (Courtroom Dog Handler) Position No. 229059 UAW H to Victim/Witness Assistant UAW G
4. Friend of the Court/Prosecuting Attorney – Resolution to Authorize a New Contract with MGT of America Consulting LLC, for the Preparation of the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program Application and Other Services
5. Community Corrections – Resolution to Authorize a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the 2022-2023 City Fiscal Year
6. Animal Control and Shelter
 - a. Resolution to Accept a Charitable Donation from the Estate of Kathy L. Alexander for the Ingham County Animal Shelter

- b. Resolution to Accept a Charitable Donation from the Peggy Linn Welton and Timothy Leon Welton Trust Bequest for the Ingham County Animal Shelter
- 7. 9-1-1 Dispatch Center – Resolution to Authorize Payment of the Inform CAD Training and Test Systems Maintenance and Support for August of 2022 to August of 2023
- 8. Law & Courts Committee – Resolution to Adopt the 2023 Juvenile Justice Community Agency Process Calendar
- 9. Veterans Affairs Department – Resolution to Authorize a 2022 Service Agreement with Clinton County
- 10. Parks Department
 - a. Resolution to Authorize Additional Contracts for Trails and Parks 7th Round Millage Applications and to Authorize a Plan for the Future Trails and Parks Millage
 - b. Resolution to Authorize Consolidating Delhi Township Projects TR063 and TR070
 - c. Resolution Attesting to the Existence of Matching Funds through Meridian Charter Township and Committing to Ongoing Maintenance for the MSU to Lake Lansing Connector Trail, Phase I Tap Grant Project Funded by the Transportation Alternatives Program Grant #2016025 MDOT JN 205121
- 11. Health Department
 - a. Resolution to Amend the Collaborative Agreement with the Capital Area United Way
 - b. Resolution to Amend the Agreement with Drug and Lab Disposal for Hazardous Waste Hauling
 - c. Resolution to Authorize the Conversion of the Vacant Health Analyst-Healthy Communities Position to a Health Analyst Position
 - d. Resolution to Authorize an Agreement with Michigan State University
 - e. Resolution to Authorize Amendment #3 to the 2021-2022 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
 - f. Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - g. Resolution to Authorize Amendment #3 to the 2021-2022 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement
 - h. Resolution to Amend the Lease Agreement with ANC Holdings, LLC
 - i. Resolution to Authorize an Agreement with Tammy Ayers, Nurse Practitioner for Medication Assisted Treatment Services
 - j. Resolution to Renew an Agreement with TempDev Inc. for Professional Consulting Services
- 12. Innovation and Technology Department – Resolution to Renew Internet and Voice Service Provided by Everstream

13. Facilities Department
 - a. Resolution to Authorize a Three-Year Contract Extension with Capitol Walk Parking LLC. for the Parking Spaces Located at Lenawee and Chestnut in Lansing
 - b. Resolution to Authorize an Agreement with Safety Systems Inc., for Building Alarm, Hold Up Buttons, and Monitoring at the 30th Circuit Court Annex Building
 - c. Resolution to Authorize an Agreement with Seelye Group LTD, to Replace the Carpet in the Common Areas and Financial Services at the Hilliard Building
 - d. Resolution to Authorize an Agreement with Fishbeck for Architectural and Engineering Services to Assess the Ingham County Youth Center
14. Road Department – Resolution to Authorize an Agreement with Leroy Township and to Amend an Agreement with Bunkerhill Township for the 2022 Local Road Program
15. Human Resources Department – Resolution to Approve Letters of Understanding for Onsite Employees During an Alternate Work Site Directive
16. Controller/Administrator
 - a. Resolution to Authorize Budget Adjustments for 2022 Based on the Annual Evaluation of the County's Financial Reserve Policy Resolution
 - b. Resolution to Approve \$1.5 Million of Housing Trust Fund Dollars for the Walter French Residential Renovation
 - c. Resolution to Approve an Agreement with ICMA TV to Feature Ingham County as a Featured County for the 2022 ICMA Annual Conference
17. Resolution to Create a Housing Trust Fund Coordinator in the Treasurer's Office
18. Resolution to Amend Resolution #21-500 Authorizing the Raise the Age Grant from the Michigan Department of Health and Human Services

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Polsdofer, Stivers, and Tennis

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Polsdofer, Stivers, and Tennis

Announcements

None.

Public Comment

Scott LeRoy, Deputy Court Administrator, reminded those present that Ingham Academy would host graduation on Wednesday, July 27, 2022. He further stated that the Garden Gala would be held on Thursday, July 28, 2022.

Adjournment

The meeting was adjourned at 6:05 p.m.

AUGUST 17, 2022 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

2. **Public Defenders Office** - *Resolution to Authorize a Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs, and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Creating One New Grant Funded Position*

This resolution will authorize a grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA), and Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court for the time period October 1, 2022 through September 30, 2023. The total amount of the grant is \$7,036,057.78, which includes the local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577).

This will be the fifth year of grant funding from the State of Michigan for the compliance plan. The major changes in the year's grant over last year's is the addition of one Clerk – Public Defender position (UAW/D) and increased funding for experts and investigators.

See memo for details.

3. **Community Corrections** – *Resolution to Authorize Additional Justice Millage Programming Funds for Indigent Electronic Monitoring Users to Maintain Services through December 31, 2022 and to Provide Notice to Judicial Services Group, Ltd. that Additional Funds are Available*

This resolution will authorize providing Judicial Services Group, Ltd. (JSG) written notice that additional funds in an amount not to exceed \$175,000 are available for Electronic Monitoring (EM) services through December 31, 2022. Resolution #19-393 authorized the current contract with JSG Monitoring for indigent user electronic monitoring services. Resolution #21-534 approved \$400,000 in Justice Millage Programming Funds for Indigent Electronic Monitoring services. Due to the continued impact of COVID-19, EM utilization remains high and is projected to continue at the current level through the remainder of 2022, requiring an additional \$175,000 to maintain services through December 31, 2022. Pursuant to the terms of the current JSG contract, written notice can be provided, as additional funds are made available.

Electronic monitoring continues to be an essential resource during the current COVID-19 crisis, proven to be an effective and cost-efficient option for monitoring appropriate offenders in the community. The proposed additional \$175,000 for indigent electronic monitoring funds are available within the Justice Millage fund balance to maintain services through December 31, 2022.

See memo for details.

4a. Animal Control and Shelter – Resolution to Authorize the Ingham County Animal Control and Shelter to Accept Donations

Community members, local businesses, and organizations may wish to make donations to the Ingham County Animal Control and Shelter (ICACS) in order to support its programs and services. This allows ICACS to offset expenses and in some cases to expand services. This resolution will authorize ICACS to accept monetary and material gifts. Accepted donated items will become the property of Ingham County and will be used, maintained, and disposed of in accordance with County policy.

4b. Animal Control and Shelter – Resolution Approve a Letter of Understanding between the County of Ingham and the Capital City Labor Program (CCLP) to Create a Second Lead Animal Care Specialist

This resolution will approve the creation of a second lead Animal Care Specialist. Ingham County Animal Control and Shelter currently employs seven full-time Animal Care Specialists with one of those positions being designated as a Lead Animal Care Specialist. The lead worker designation is responsible for directing the activities of the animal care unit staff, providing them with advice and assistance as needed, and is responsible to assure their proper and timely performance of assigned duties. Additionally, the position performs the duties of Animal Care Specialist as needed. The Animal Control Director has determined that there is a need for one additional Lead Animal Care Specialist position to balance the work load that currently falls to one person.

This designation will be assigned to one of the existing Animal Care Specialists, so staffing totals will remain the same. The cost for implementing this additional designation will be \$3,200, the annual stipend for this lead worker designation. Funds are available within the Animal Shelter millage fund for this expense. The Capital City Labor Program (CCLP) is in agreement with this change.

5. 9-1-1 Dispatch Center – Resolution to Authorize the Purchase of Federal Communications Commission License Modification Fees

This resolution will authorize a payment not to exceed \$5,115 for the fees required to add Ingham County 9-1-1 as a control point to school Federal Communications Commission (FCC) licenses. This will help to enhance safety in schools by improving information gathering and response time during an event at a school. Repurposed radio equipment will be used and the schools' existing FCC licenses will be modified.

See memo for details.

6. Capital Area Transportation Authority – Resolution to Authorize the Ninth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2025

This resolution authorizes a new scope of services which will be effective from October 1, 2022 through September 30, 2023. CATA will continue to provide CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area, as well as operate service for persons with disabilities, known as CATA Spec-Tran. For the period of October 1, 2022 through September 30, 2023, the County shall reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$4,375,312 will be used to pay the actual expenses of operating, administering, and marketing Spec-Tran. A maximum of \$655,884 of the funds will be used to pay for the actual expenses of operating, administering, and marketing CATA Rural Services.

7a. Veterans Affairs Department - Resolution to Accept the 2023 County Veteran Service Fund Grant

This resolution authorizes the Ingham County Board of Commissioners to accept the FY23 County Veteran Service Fund Grant from the Michigan Veteran Affairs Agency for the Ingham County Department of Veteran Affairs. The 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded MC Veteran Benefits Counselor position, effective October 1, 2022 to September 30, 2023.

The resolution authorizes the Ingham County Department of Veteran Affairs to administer a grant in the amount of \$102,061 for the period of October 1, 2022 through September 30, 2023. Ingham County will receive a base payment of \$50,000 and the remaining \$52,061 will be paid on a reimbursement basis.

7b. Veterans Affairs Department - Resolution to Authorize the Ingham County Department of Veterans Affairs to Accept the 2023 County Veteran Service Fund Grant on Behalf of Clinton County

This resolution authorizes the Ingham County Board of Commissioners to accept the FY23 County Veteran Service Fund Grant on behalf of Clinton County from the Michigan Veteran Affairs Agency for Ingham County Department of Veteran Affairs. The 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded UAW Benefits Support Specialist position, effective October 1, 2022 to September 30, 2023. The resolution authorizes Ingham County Department of Veteran Affairs to administer the County Veteran Service Fund Grant for Clinton County in the amount of \$65,416 for the period of October 1, 2022 through September 30, 2023. Ingham County, on behalf of Clinton County, will receive a base payment of \$50,000 and the remaining \$15,416 will be paid on a reimbursement basis.

8. Potter Park Zoo – Resolution to Authorize an Agreement with Wolverine Engineering & Surveyors Inc. for Asphalt Replacement at Potter Park Zoo

This resolution authorizes an agreement with Wolverine Engineers & Surveyors Inc. for architectural and engineering services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$148,300. Funds for this agreement are available in the Zoo's 2022 budget.

9a. Parks Department - Resolution to Authorize a Transfer of Funds from the Lake Lansing North Storage Building Capital Improvement Project to the Hawk Island Snow Tube Storage Building Project

This resolution authorizes the transfer of \$39,580 budgeted for a storage building project at Lake Lansing Park, to fully fund a project to construct a storage building at Hawk Island Park.

9b. Parks Department - Resolution to Authorize a Contract with FD Hayes Electric Company for Electrical Work at Hawk Island County Park

This resolution authorizes a contract with FD Hayes for the purpose of upgrading snow making electrical panels and running electrical service to a new snow tubing storage building presently being constructed. The contract will not exceed \$11,050 for electrical work at Hawk Island County Park and a contingency not to exceed \$2,000, if necessary, for a total cost of \$13,050. Funds for this contract are available in the Parks Department budget.

9c. Parks Department - Resolution to Authorize a Contract with Penchura Recreation Products and Services for Replacements of a Portion of the Lake Lansing South County Park Playground

This resolution authorizes a contract with Penchura Recreational Products and Services (General Services Administration, GSA) for replacement of a portion of the playground at Lake Lansing South County Park in the amount of \$87,535, with a contingency not to exceed \$5,000. There are funds available in the Parks Department budget for the project.

10a. Health Department - Resolution to Amend Resolution #21 – 270 Authorizing an Agreement with Local Health Department Academy of Science

This resolution to amend Resolution #21 – 270 to allow an agreement with LHD AOS for memberships, in an amount not to exceed \$5,000, is effective upon approval for a period of one year.

10b. Health Department - Resolution to Amend Resolution #22-322 for the COVID-19 Regional Health Equity Council Backbone Organization Grant

This resolution amends Resolution #22-322 with Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) to reduce the funding amount to \$33,675 and to change the funding period to August 1, 2022 through September 30, 2022.

10c. Health Department - Resolution to Authorize a 2022-2023 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Comprehensive Agreement

This resolution authorizes the Emerging Threats Master Agreement with MDHHS. The financial impact of this agreement will increase the 2023 County budget by slightly more than \$2.88 million. This resolution makes the following specific changes to the budget:

COVID Workforce Development; increase of \$179,751 from \$0.00 to \$179,751
COVID Immunization: increase of \$1,380,613 from \$0.00 to \$1,380,613
COVID-19 Mobile Testing: increase of \$310,000 from \$0.00 to \$310,000
ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention:
increase of \$980,142 from \$0.00 to \$980,142
American Rescue Plan: increase of \$37,854 from \$0.00 to \$37,854

10d. Health Department - Resolution to Amend the Status of Position #601541 (CHW– Forest) from Part-Time to Full-Time

This resolution increases the status of position #601541 Community Health Worker (CHW) at Forest Community Health Center (FCHC) from a .50 FTE to a 1.0 FTE effective November 1, 2022. The increased cost related to increasing this position from .50 FTE to 1.0 FTE is \$38,846. The additional costs will be covered by the HIV Prevention-Forest Community Health grant included in the FY '23 MDHHS Master Agreement.

10e. Health Department - Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY22-23 Americorps Vista Grant Funding

This resolution authorizes entering into an agreement with the Corporation for National and Community Services to accept FY22-23 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000.

10f. Health Department - Resolution to Authorize the Creation of a Grant-Term Limited Mobile Health Unit Coordinator Position

This resolution creates a grant-term limited “Mobile Health Unit Coordinator” position, UAW bargaining unit, Grade E with an annual cost of \$81,958 - \$92,567. The “Mobile Health Unit Coordinator” will assist in the coordination and operation of the mobile health unit. Funding to support the position is available through a grant from the Michigan Department of Health and Human Services (MDHHS) through at least September 30, 2023.

10g. Health Department - Resolution to Extend the Agreement with MSU Healthcare Inc. for Infectious Disease Physician Services

This resolution extends the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024. The new agreement will include a 2% annual increase for the amounts of \$55,006.58 in 2023 and \$56,106.71 in 2024. These physician services will be covered through the HIV Ryan White Part D funding.

10h. Health Department - Resolution to Authorize a New 1.0 FTE Workforce Development Coordinator Position for Ingham County Health Department

This resolution creates a 1.0 FTE Workforce Development Coordinator position within the Community Health, Planning, and Partnerships/Administrative Branch effective upon approval through September 30, 2023 for an amount not to exceed \$113,632. The Workforce Development Coordinator will develop, plan, and coordinate a resilient and robust public health workforce amidst the ongoing COVID-19 response across the health department. Funds for this position are included in the FY '22 & FY '23 Emerging Threats Master Agreement.

11. Drain Commissioner – Resolution to Allocate \$1,000,000 in American Rescue Plan Funds to the Montgomery Drain Maintenance and Improvement Project

This resolution was tabled at the June 19th meeting. The packet includes additional information on the funded/completed vs unfunded/not completed (or bid) portions of the Drain project. The highlights are this:

- Drain Commissioner needs \$13 mil to complete
- The \$1 mil ARP funding will not make the system operable
- The Trails Millage is funding the +/- \$1 mil in trails
- This would leave \$11mil to fund (if the \$1 mil in ARP is approved) which would more than likely be assessed to District members as the Drain Commissioner is adamant not to cut.

See memo for details, and the Controller’s memo and resolution requesting terms for the funding.

12. Facilities Department – Resolution to Authorize an Agreement Extension with Teachout Security for Unarmed Security Guard Services at Multiple Ingham County Facilities and to Rescind Resolution #22-254

This resolution rescinds Resolution #22-254, which awarded unarmed security services to Securitas Security. Securitas was unable to meet the terms of the agreement and Teachout Security has agreed to hold their current hourly bill rate of \$23.76 plus the living wage increase in 2023. Legal has been involved throughout this issue.

See memo for details.

13a. Road Department– Resolution to Authorize a Contract for Propane Supplied and Delivered to the Ingham County Road Department

This resolution authorizes propane purchase from Avery Oil & Propane. The contract to provide propane fuels to the Ingham County Road Department (ICRD) will be effective for a three (3) year period with an option for a two (2) year extension. The ICRD annually purchases 15,000 gallons of propane for heating the Eastern District Garage.

Bids received are below:

Vendor Name	Local	Year 1	Year 2	Year 3	Grand Total	Annual Inspection	Repair Cost/Hr
Avery Oil	Yes	\$22,350	\$21,750	\$20,250	\$64,350	\$0.00	\$75.00
Webster Garner	No	\$23,040	\$21,450	\$19,890	\$64,470	\$200	\$100

See memo for details

13b. Road Department– Resolution to Authorize a Contract for Liquid De-Icing Corrosion Inhibited Solution

This resolution authorizes the purchase of de-icing corrosion inhibited solution from MBH Trucking and Chloride Solutions to be supplied and delivered to Ingham County Road Department (ICRD) district garages on an as-needed basis.

Bids received are below:

Vendor Name	Local Preference	Three Year Aggregate Total for Three District Garages
MBH Trucking and Chloride Solutions	Yes	\$44,400
Corrigan Environmental Solutions	No	\$45,880
E. Brookmyer, Inc. d/b/a: Bare Ground	No	\$54,000
Northern Michigan Dust Control	No	\$63,000

See memo for details

13c. Road Department– Resolution to Authorize a Contract for Dust Control Solutions and Services

This resolution authorizes the purchase of liquid calcium chloride solution for dust control on gravel roads for a period of three years with an option for a two-year extension from the lowest qualified bidder, Corrigan Environmental Solutions.

See memo for details.

14a. Human Resources Department – Resolution to Approve a Letter of Understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit Regarding Jail Medical Nurses

This resolution approves a Letter of Understanding between the ICEA County Professionals unit and the Michigan Nurses Association (MNAs) for the transfer of two Jail Medical Nurses into existing Health Department nurse positions at an annual rate of \$76,677.08 (\$36.86/hour) which are all MNAs. There are no other ICEA County Pro nurse positions in the County.

See memo for details.

14b. Human Resources Department – Resolution Certifying Representatives for the MERS 2022 Retirement Conference

This resolution approves representatives for the MERS 2022 Retirement Conference September 26-27. The governing body of each member municipality must certify an employee delegate who has been nominated and elected by the other employee members, and appoint an officer delegate of the governing body. The employee delegate election is currently in process.

See memo for details.

15a. Controller's Office -Resolution Amending Resolution #22-266 to Include Various Fees for Services Provided at the Potter Park Zoo

This resolution amends Resolution #22-266 to include fees for Potter Park Zoo. These fees were not included in the previous resolution. Fee increases recommended by the Controller's Office would generate approximately \$63,800 in additional revenue for the Potter Park Zoo in 2023.

15b. Controller's Office - Resolution to Authorize an Agreement with Holy Cross Services for the New Hope Community Center Emergency Shelter Program

This resolution authorizes a contract for \$30,000 with Holy Cross for the New Hope Community Center Emergency Shelter Program for the period of October 1, 2021 through September 30, 2022. Funding for this contract is included in the 2022 budget.

15c. Controller's Office– Resolution Defining the Terms of the Montgomery Drain American Rescue Plan Act Funding Allocation

This resolution sets the terms for allocating \$1 mil in ARPA funds for the Montgomery Drain, namely:

- Funding and construction of Division XII – Ranney Park Phase II
- A clear and practical plan to fund the remaining phases of the Montgomery Drain
- A thorough review of the remaining Montgomery Drain plans by a third party engineer to verify their efficacy and need to the successful operation of the Montgomery Drain not to exceed \$7,500.

See memo for details.

PRESENTATION/DISCUSSION/OTHER ITEM:

1. Treasurer's Office – 2nd Quarter Investment Report

INGHAM COUNTY
POOLED CASH AND INVESTMENTS
June 30,2022

	PURCHASE DATE	MATURITY	INTEREST RATE	Balance June 30, 2022
OPERATING BANK ACCOUNTS				26,096,010.11
CERTIFICATES OF DEPOSIT				
LAFCU	12/27/2020	12/27/2023	0.70	1,014,867.19
LAFCU	12/27/2019	12/27/2022	2.15	1,000,000.00
MSUFCU	1/5/2022	1/5/2026	1.25	1,000,000.00
MSUFCU	12/22/2020	12/22/2023	0.80	1,000,000.00
MSUFCU	12/22/2020	12/22/2024	0.90	500,000.00
MSUFCU	3/30/2022	9/30/2022	0.80	1,000,000.00
MSUFCU	6/2/2021	6/2/2025	1.10	1,000,000.00
MSUFCU	7/1/2019	7/1/2022	2.76	1,000,000.00
MSUFCU	7/2/2020	7/2/2024	1.25	1,000,000.00
CHOICE ONE BANK	11/14/2021	11/14/2022	0.29	1,000,000.00
CIBC	8/18/2021	8/18/2022	0.20	1,000,000.00
CIBC	9/17/2021	9/17/2022	0.20	1,500,000.00
HORIZON BANK	9/29/2021	3/29/2023	0.20	1,000,000.00
INDEPENDENT BANK	6/25/2021	6/25/2022	0.15	2,000,000.00
FLAGSTAR BANK	10/17/2021	10/17/2022	0.20	3,000,000.00
FLAGSTAR BANK	9/30/2020	6/15/2022	0.35	4,000,000.00
FNB BANK	10/8/2020	9/8/2022	0.55	1,000,000.00
FNB BANK	7/9/2021	1/9/2023	0.30	1,000,000.00
TOTAL CERTIFICATES OF DEPOSIT				24,014,867.19
RESERVE AND SAVINGS				
LAFCU			0.20	216,374.06
MSUFCU			0.20	487,977.84
DART			0.25	2,013,137.37
SMALL ACCOUNTS				27.19
MICHIGAN CLASS				30,979,035.49
MICHIGAN CLASS - EDGE FUND				20,000,000.00
TOTAL RESERVE AND SAVINGS				53,696,551.95

	PURCHASE DATE	MATURITY	INTEREST RATE	Balance June 30, 2022
FEDERAL AGENCY COUPON SECURITIES				
Federal Farm Credit Bank	9/2/2020	8/25/2025	0.61	1,000,000.00
Federal Farm Credit Bank	11/19/2020	11/24/2025	0.60	2,000,000.00
Federal Home Loan Mort Corp	9/2/2020	3/17/2025	0.50	1,000,000.00
Federal Home Loan Mort Corp	9/10/2020	6/24/2024	0.41	1,000,000.00
Federal Home Loan Mort Corp	9/14/2020	9/30/2025	0.60	1,000,000.00
Federal Home Loan Bank	9/28/2020	10/5/2022	0.17	10,000,000.00
Federal Home Loan Bank	11/19/2020	12/1/2027	0.90	2,000,000.00
Federal Home Loan Mort Corp	10/8/2020	10/28/2026	0.75	1,000,000.00
Federal Home Loan Mort Corp	11/19/2020	5/28/2026	0.65	1,000,000.00
Federal Home Loan Bank	1/27/2021	1/29/2027	0.80	1,000,000.00
Federal Home Loan Bank	1/28/2021	11/17/2028	1.00	1,000,000.00
Federal Home Loan Bank	2/17/2021	2/22/2030	1.43	1,000,000.00
Federal Home Loan Bank	2/25/2021	9/17/2026	1.00	1,000,000.00
Federal Home Loan Bank	2/25/2021	3/3/2028	1.34	1,000,000.00
Federal Home Loan Bank	3/8/2021	3/30/2028	1.50	833,333.33
Federal Home Loan Bank	3/12/2021	3/29/2029	1.00	2,000,000.00
Federal Home Loan Bank	4/15/2021	7/15/2024	0.45	1,000,000.00
Federal Home Loan Bank	6/15/2021	6/15/2027	1.25	500,000.00
Federal Home Loan Bank	6/29/2021	7/20/2026	1.13	3,000,000.00
Federal Home Loan Bank	6/29/2021	1/22/2025	0.38	3,000,000.00
Federal Home Loan Bank	7/23/2021	8/19/2026	0.50	5,000,000.00
Federal Home Loan Bank	7/23/2021	8/23/2024	0.52	5,000,000.00
Federal Home Loan Bank	10/27/2021	11/18/2025	1.20	2,000,000.00
Federal Home Loan Bank	10/27/2021	11/23/2026	1.50	2,000,000.00
Federal Home Loan Bank	10/27/2021	11/22/2024	1.00	2,000,000.00
Federal Home Loan Bank	1/11/2022	1/27/2025	0.70	2,000,000.00
Federal Home Loan Bank	2/15/2022	3/8/2027	2.17	2,000,000.00
Federal Home Loan Bank	3/26/2022	3/28/2025	2.30	2,000,000.00
Federal Farm Credit Bank	3/30/2020	3/30/2027	1.55	2,000,000.00
Federal Farm Credit Bank	5/19/2022	3/9/2023	2.00	2,000,000.00
Federal Farm Credit Bank	5/19/2022	12/9/2024	3.00	2,000,000.00
Federal Farm Credit Bank	5/23/2022	2/23/2024	3.00	5,000,000.00
Federal Farm Credit Bank	5/25/2022	5/25/2023	2.25	5,000,000.00
Federal Farm Credit Bank	5/26/2022	12/15/2023	2.55	2,000,000.00
Federal Farm Credit Bank	5/26/2022	9/15/2023	2.40	2,000,000.00
Federal Farm Credit Bank	5/26/2022	6/1/2027	3.45	2,000,000.00
TOTAL FED AGENCY COUPON SECURITIES				79,333,333.33

	PURCHASE DATE	MATURITY	INTEREST RATE	Balance June 30, 2022
COMMERCIAL PAPER				
GOLDMAN SACHS INTERNATIONAL	2/17/2022	11/14/2022	1.06	4,960,250.00
SVENSKA HANDELSBANKEN AB	1/21/2022	8/9/2022	0.38	4,989,444.44
METLIFE SHORT TERM FUND	3/16/2022	9/30/2022	1.06	4,970,850.00
TOTAL COMMERCIAL PAPER				14,920,544.44
MUNICIPAL BONDS				
State of Michigan A REG	6/19/2017	11/1/2022	1.97	709,669.97
Houghton-Portage Twp Schs	6/21/2016	5/1/2025	2.70	201,666.00
Ionia School District	3/22/2017	5/1/2025	2.20	235,884.12
TOTAL MUNICIPAL BONDS				1,147,220.09
TOTAL POOLED INVESTMENTS				173,112,517.00
TOTAL POOLED CASH AND INVESTMENTS				199,208,527.11

Alan Fox, Ingham County Treasurer

Agenda Item 2

TO: Law & Courts, County Services, and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: August 2, 2022

SUBJECT: Resolution to Authorize a Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Creating One New Grant Funded Position

For the meeting agendas of August 11, 16, and 17

BACKGROUND

The Michigan Indigent Defense Commission (MIDC) has approved Ingham County's FY23 Compliance Plan Renewal for funding the Ingham County Public Defenders Office, which provides indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court. This will be the fifth year of grant funding from the State of Michigan for the compliance plan, and will cover the time period of October 1, 2022 through September 30, 2023.

The major changes in this year's grant over last year's is the addition of one Clerk - Public Defender position and increased funding for experts and investigators.

FINANCIAL IMPACT

The 2022-2023 grant budget is \$7,036,057.78, including a local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577).

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC).

OTHER CONSIDERATIONS

The newly created position of Clerk – Public Defender is classified as UAW/TOPS Grade D (salary range \$36,267.11 - \$43,194.87) and will be effective October 1, 2022.

The Cities of Lansing and East Lansing will continue to contribute their local share to the grant. Memorandums of Understanding between the County and the Cities will be brought before the Board of Commissioners for approval at a future round of committee meetings.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A GRANT BETWEEN THE STATE OF MICHIGAN, MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, AND INGHAM COUNTY TO PROVIDE FUNDING TO ASSIST THE COUNTY IN COMPLYING WITH THE COMPLIANCE PLAN AND COST ANALYSIS APPROVED BY MIDC AND CREATING ONE NEW GRANT FUNDED POSITION

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, this plan was accepted and approved by Ingham County Board Resolution #17-445; and

WHEREAS, the Ingham County Public Defenders Office submitted a FY23 grant request which was accepted and approved by the State of Michigan, the Michigan Indigent Defense Commission (MIDC), and the Department of Licensing and Regulatory Affairs (LARA); and

WHEREAS, this grant includes the creation of a new Clerk - Public Defender position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA), and Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

BE IT FURTHER RESOLVED, that the grant period is October 1, 2022 through September 30, 2023, and the budget is approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of one Clerk – Public Defender position (UAW/D) effective October 1, 2022.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary grant and contract documents, on behalf of the County, after approved as to form by the County Attorney.

Agenda Item 3

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Nicholas J. Hefty, CCAB Manager
DATE: July 26, 2022
SUBJECT: Resolution to Authorize Additional Justice Millage Programming Funds for Indigent Electronic Monitoring Users to Maintain Services through December 31, 2022 and to Provide Notice to Judicial Services Group, Ltd. that Additional Funds are Available

BACKGROUND

Resolution #21-534, approved October 14, 2021, authorized a substantial increase to the Judicial Services Group, Ltd. (JSG) Monitoring budget for indigent user electronic monitoring services. To fund FY 2022 indigent Electronic Monitoring (EM) services, said resolution approved \$400,000 in Justice Millage Programming Funds. Due to the continued impact of COVID-19, EM utilization remains high, with current available funding projected to be exhausted in September 2022. EM utilization is projected to continue at the current level through the remainder of 2022, requiring an additional \$175,000 to maintain services through December 31, 2022, for an overall 2022 total of \$575,000. Pursuant to the terms of the current JSG contract, written notice can be provided, as additional funds are made available.

ALTERNATIVES

When current funding runs out, the only available option for EM services is client-pay, which will reduce or preclude access to services.

FINANCIAL IMPACT

The proposed additional \$175,000 for indigent EM funds, to maintain services through December 31, 2022, are available within the Justice Millage fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County.

OTHER CONSIDERATIONS

EM continues to be an essential evidence-based resource during the ongoing COVID-19 crisis and has proven to be an effective and cost-efficient option for monitoring appropriate offenders in the community. The cost of EM services is \$5.50 to \$10 per day compared to \$97.19 per day for a jail bed. The overall Ingham County JSG EM compliance rate for January through June is 98.9% and the compliance rate for just indigent users is 98.4%, both exceeding the National Compliance Rate of 93-94%.

Adequate indigent EM resources will continue to be needed as an alternative to jail for those unable to pay for services. It is expected that the increased need for EM resources, to provide services for users with reduced hours, lay-offs, and lost employment due to the pandemic, will continue through 2022.

RECOMMENDATION

Based on the information presented, the CCAB respectfully recommends approval of the attached resolution.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE PROGRAMMING FUNDS
FOR INDIGENT ELECTRONIC MONITORING USERS TO MAINTAIN SERVICES THROUGH
DECEMBER 31, 2022 AND TO PROVIDE NOTICE TO JUDICIAL SERVICES GROUP, LTD.
THAT ADDITIONAL FUNDS ARE AVAILABLE**

WHEREAS, Resolution #19-393 adopted September 24, 2019 by the Board of Commissioners authorized entering into a contract with Judicial Services Group, Ltd. (JSG) to provide electronic monitoring (EM) services for indigent users for an initial three-year performance period effective December 1, 2019 through December 1, 2022 followed by two one-year automatic renewal periods not to exceed December 31, 2024; and

WHEREAS, this contract provides that upon exhaustion of the annual budgeted and subsequently approved additional funds during any given year, JSG is required to cease performing services for the remainder of the year, unless or until JSG is notified in writing that additional funding is available to continue services for indigent users; and

WHEREAS, Resolution #21-534 adopted October 14, 2021 approved \$400,000 in Justice Millage Programming funds for 2022 indigent EM services; and

WHEREAS, the ongoing impact of COVID-19 continues to result in high utilization of EM services, exhausting the available Justice Millage funds in October of 2022; and

WHEREAS, EM has proven to be both effective and cost-efficient; and

WHEREAS, additional EM funding up to \$175,000 from the Justice Millage fund balance is now needed to ensure that services continue through December 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes additional funds in an amount not to exceed \$175,000, for an overall 2022 total of \$575,000 and authorizes providing JSG written notice that additional funds amounting to \$175,000 are available for EM services through December 31, 2022.

BE IT FURTHER RESOLVED, that these supplemental funds will come from the Justice Millage fund balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2022 budget.

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

Agenda Item 4a

TO: Law & Court and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: July 27, 2022

SUBJECT: Resolution to Authorize the Ingham County Animal Control and Shelter to Accept Donations

For the meeting agendas of August 11 and 17

BACKGROUND

The Ingham County Animal Control and Shelter (ICACS) wishes to accept monetary and material donations for furthering their mission.

ALTERNATIVES

Resolutions could be brought forward to the Board of Commissioners to accept individual donations.

FINANCIAL IMPACT

Accepting donations from the community allows ICACS to offset expenses of certain projects, programs, and services.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER
TO ACCEPT DONATIONS**

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) provides for the enforcement of the County's Animal Control ordinance and various State statutes which relate to the welfare and control of animals; and

WHEREAS, ICACS provides for the housing and humane care of animals coming into custody from the citizens of the community and those coming to the Shelter as a result of enforcement endeavors; and

WHEREAS, community members, local businesses, and organizations may wish to make donations to ICACS in order to support its programs and services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Ingham County Animal Control and Shelter to accept monetary and material gifts to be used in support of its programs and services.

BE IT FURTHER RESOLVED, that accepted donated items will become the property of Ingham County and will be used, maintained, and disposed of in accordance with County policy.

BE IT FURTHER RESOLVED, that all funds received on behalf of the Ingham County Animal Control and Shelter be placed into the appropriate account and that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

TO: Law & Courts, County Services, and Finance Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: August 1, 2022
SUBJECT: Creation of second Lead Animal Care Specialist
For the agenda of August 11, 2022 and August 17, 2022

BACKGROUND

Ingham County Animal Control and Shelter currently employs seven full-time Animal Care Specialists with one of those positions being designated as a Lead Animal Care Specialist. The lead worker designation is responsible for directing the activities of the animal care unit staff, providing them with advice and assistance as needed, and is responsible to assure their proper and timely performance of assigned duties. Additionally, the position performs the duties of Animal Care Specialist as needed.

I have determined that there is a need for one additional Lead Animal Care Specialist position to balance the work load that currently falls to one person.

FINANCIAL IMPACT

The cost for implementing this additional designation will amount to \$3,200 to be taken out of existing Ingham County Animal Control and Shelter millage funds.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services all while practicing fiscal responsibility.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the creation of an additional Lead Animal Care Specialist Designation out of the existing Animal Care Staff at the Ingham County Animal Control & Shelter.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING BETWEEN THE
COUNTY OF INGHAM AND THE CAPITAL CITY LABOR PROGRAM TO CREATE
A SECOND LEAD ANIMAL CARE SPECIALIST**

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) seeks to create a second lead Animal Care Specialist to increase oversight in daily operations regarding animal care; and

WHEREAS, ICACS and the Capital City Labor Program (CCLP) agree to enter into a letter of understanding to create a second lead Animal Care Specialist position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a modification of Article 15, section 2 to create a second lead Animal Care Specialist to be paid a stipend of \$3,200 annually in addition to regular wages.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

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

Agenda Item 5

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Barbara Davidson, Director 9-1-1

DATE: August 2, 2022

SUBJECT: FCC license modification fee for school FCC licenses

For meeting agendas of Law & Courts Aug. 11, 2022, and Finance Aug. 17, 2022

BACKGROUND

Many options are being looked at to help improve safety in schools. The schools in Ingham County each have radio “systems” unique to them that they use in their daily activities and for emergencies. When Ingham County moved to the Michigan Public Safety Communications System (MPSCS), it was clear that it would be cost-prohibitive for schools to move off the radio systems they had in place and transition to the new public safety radio system and purchase the equipment necessary to do that. While exploring options to create a communication path between the schools’ systems and the 9-1-1 Center via radio, one was discovered. Each school has its own radio frequency that is licensed and coordinated by the Federal Communications Commission (FCC). The schools hold their respective licenses. If the 9-1-1 Center gets an interoperational radio licensed as a control point on each of these licenses, we can communicate directly with each school via the radio should a situation arise. The FCC will charge a coordination fee and a license preparation fee for each license to do this. While we would still need the schools to initiate contact with the 9-1-1 Center via phone or text, once alerted to a problem, with this in place, we would be able to communicate via the radio to every school in Ingham County. This will give public safety more options to have someone able to communicate real-time information about a problem occurring at a school.

ALTERNATIVES

Alternatives would be to try and discover funding that could be utilized to secure the necessary radio equipment for the schools to come onto the MPSCS or continue to communicate with the schools only via phone or text.

FINANCIAL IMPACT

The fees for coordination of services and license preparation fees for all schools are \$5,115. All equipment required has already been purchased by the schools. The equipment required at the 9-1-1 Center consists of decommissioned equipment from the old EDACS radio system and a compatible radio, so no additional equipment is required. Labor associated will be performed by the 9-1-1 Center Radio Administrator, so no additional labor cost exists.

OTHER CONSIDERATIONS

If the 9-1-1 Center doesn’t have these licenses modified to identify the 9-1-1 Center as a control point, the 9-1-1 Center would be violating FCC rules and could be fined.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to purchase the coordination services and license preparation fees from the FCC.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF FEDERAL COMMUNICATIONS
COMMISSION LICENSE MODIFICATION FEES**

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, options are being explored to help improve safety in schools; and

WHEREAS, finding more communication paths between Ingham County schools and Ingham County 9-1-1 could help improve information gathering and response time during an event at a school; and

WHEREAS, utilizing existing technology with minimal financial impact is preferred; and

WHEREAS, an option was discovered that could utilize repurposed radio equipment at no additional fees with the modification of the schools' existing Federal Communications Commission (FCC) licenses; and

WHEREAS, these changes could give public safety another way to receive real-time information during an incident; and

WHEREAS, the price for these modifications is \$5,115.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a payment not to exceed \$5,115 for the fees required to add Ingham County 9-1-1 as a control point to school FCC licenses.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.

Agenda Item 6

TO: Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

RE: Special Transportation Millage Contract with CATA

DATE: July 25, 2022

BACKGROUND

This resolution authorizes a new scope of services which will be effective from October 1, 2022 through September 30, 2023. CATA will continue to provide CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area, as well as operate service for persons with disabilities, known as CATA Spec-Tran.

ALTERNATIVES

The County could opt to provide this transportation system in-house. However, CATA already has the buses and infrastructure in place to provide these services, and the cost to the County to begin doing so would be too great.

FINANCIAL IMPACT

For the period October 1, 2022 through September 30, 2023 the County shall reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$4,375,312 will be used to pay the actual expenses of operating, administering, and marketing Spec-Tran. A maximum of \$655,884 of the funds will be used to pay for the actual expenses of operating, administering, and marketing CATA Rural Services.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of assisting in meeting basic needs and providing a quality transportation system.

OTHER CONSIDERATIONS

A new 5-year master agreement between CATA and Ingham County was recently adopted near the end of 2020.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE NINTH AMENDMENT TO THE AGREEMENT WITH THE
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH
DECEMBER 31, 2025**

WHEREAS, an extended main agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2025; and

WHEREAS, in November 2020, the electorate approved a renewal of the countywide public transportation millage level of 60/100 (.60) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period of October 1, 2022 through September 30, 2023, the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, that the Chairperson of the Board are hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

INGHAM COUNTY PROPOSED SCOPE OF SERVICE

For October 1, 2022 through September 30, 2023

For fiscal year 2023, Ingham County projects tax revenue in the amount of \$5,031,196 from the Special Transportation Millage. As the County's contractor, CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost-efficient ways.
2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. CRS also refers to the Mason Connector, Williamston-Webberville Connector and Mason Redi-Ride routes. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of \$655,884 of funds received under this agreement shall be used to pay for the actual expenses of operating, administering, and marketing CATA Rural Services.
3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum of \$4,375,312 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administering and marketing Spec-Tran.
4. The term of the Agreement between CATA and Ingham County was extended for five years from January 1, 2021 through December 31, 2025 and adopted by both parties near the end of 2020.

Agenda Item 7a

TO: Human Services, County Services, and Finance Committees

FROM: Amy Pocan, Director

DATE: August 2, 2022

SUBJECT: Resolution to Authorize the Ingham County Department of Veteran Affairs to Accept the 2023 County Veteran Service Fund Grant

For the meeting agendas of August 15th, 16th, and 17th

BACKGROUND

Under Michigan Public Act 192 of 1953, Section 35.623a, County Veteran Service Fund Grant Program, the Michigan Veteran Affairs Agency has accepted the FY23 grant application for Ingham County Department of Veterans Affairs.

This resolution authorizes the Ingham County Board of Commissioners to accept the FY23 County Veteran Service Fund Grant from the Michigan Veteran Affairs Agency for the Ingham County Department of Veteran Affairs.

The 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded MC Veteran Benefits Counselor position, effective October 1, 2022 to September 30, 2023.

ALTERNATIVES

None.

FINANCIAL IMPACT

The resolution authorizes the Ingham County Department of Veteran Affairs to administer a grant in the amount of \$102,061 for the period of October 1, 2022 through September 30, 2023. Ingham County will receive a base payment of \$50,000 and the remaining \$52,061 will be paid on a reimbursement basis.

STRATEGIC PLANNING IMPACT

This resolution supports the county's strategic planning by providing direct services to the veteran population.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the application and administration of the FY23 County Veteran Service Fund Grant for Ingham County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency has accepted the 2023 County Veteran Service Fund Grant application for Ingham County; and

WHEREAS, the grant award will be funded for up to \$102,061 of approved costs during the grant period; and

WHEREAS, Ingham County will receive a direct payment of \$50,000 and the remaining \$52,061 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2023 County Veteran Service Fund Grant in the amount of \$102,061.

BE IT FURTHER RESOLVED, that the 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded MC Veteran Benefits Counselor position, effective October 1, 2022 to September 30, 2023.

BE IT FURTHER RESOLVED, that Controller/Administrator is authorized to make any necessary budget adjustments 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 with the resolution upon approval as to form by the County Attorney.

TO: Human Services, County Services, and Finance Committees

FROM: Amy Pocan, Director

DATE: August 2, 2022

SUBJECT: Resolution to Authorize the Ingham County Department of Veterans Affairs to Accept the 2023 County Veteran Service Fund Grant on Behalf of Clinton County

For the meeting agendas of August 15th, 16th, and 17th

BACKGROUND

Under Michigan Public Act 192 of 1953, Section 35.623a, County Veteran Service Fund Grant Program, the Michigan Veteran Affairs Agency has accepted the FY23 grant application for Clinton County.

This resolution authorizes the Ingham County Board of Commissioners to accept the FY23 County Veteran Service Fund Grant on behalf of Clinton County from the Michigan Veteran Affairs Agency for Ingham County Department of Veteran Affairs. The 2023 County Veteran Service Fund Grant will be used for the purpose of continuing a grant funded UAW Benefits Support Specialist position, effective October 1, 2022 to September 30, 2023.

Since 1981, Ingham County and Clinton County have held a continuous service agreement. Clinton County does not have a Veterans Affairs Department to render proper services to its residents who are veterans.

ALTERNATIVES

None.

FINANCIAL IMPACT

The resolution authorizes Ingham County Department of Veteran Affairs to administer the County Veteran Service Fund Grant for Clinton County in the amount of \$65,416 for the period of October 1, 2022 through September 30, 2023. Ingham County, on behalf of Clinton County, will receive a base payment of \$50,000 and the remaining \$15,416 will be paid on a reimbursement basis.

STRATEGIC PLANNING IMPACT

This resolution supports the county's strategic planning by providing services to the veteran population.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the application and administration of the FY23 County Veteran Service Fund Grant for Clinton County.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY DEPARTMENT OF VETERANS
AFFAIRS TO ACCEPT THE 2023 COUNTY VETERAN SERVICE FUND GRANT ON BEHALF OF
CLINTON COUNTY**

WHEREAS, Michigan Public Act 192 of 1953, Section 35.623a, under the Michigan Veteran Affairs Agency, has accepted the 2023 County Veteran Service Fund Grant for Clinton County; and

WHEREAS, a grant award will be funded for up to \$65,416 of approved costs during the grant period; and

WHEREAS, Ingham County, on behalf of Clinton County, will receive a direct payment of \$50,000 and the remaining \$15,416 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the 2023 County Veteran Service Fund Grant on behalf of Clinton County in an amount of \$65,416.

BE IT FURTHER RESOLVED, that the 2023 County Veteran Service Fund Grant for Clinton County will be used for the purpose of continuing a grant funded UAW Benefits Support Specialist position, effective October 1, 2022 to September 30, 2023.

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

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

Agenda Item 8

TO: Human Services and Finance Committees

FROM: Cynthia Wagner, Potter Park Zoo Director
Brian Fisher, Potter Park Zoo Deputy Director

DATE: August 2, 2022

SUBJECT: Agreement with Wolverine Engineers & Surveyors Inc. for Architectural and Engineering Services for Asphalt Replacement at Potter Park Zoo
For the meeting agendas of August 15 and August 17, 2022

BACKGROUND

The Potter Park Zoo pathways are in disrepair and need complete replacement to provide a safe and ADA-compliant experience for zoo guests. A capital improvement project (CIP) in the amount of \$500,000 was requested and approved in the 2022 budget for asphalt replacement.

The Purchasing Department issued a Request for Proposals (RFP) for professional consulting services for the reconstruction of approximately 13,000 linear feet of asphalt walkways and service roads at Potter Park Zoo and Park. An Evaluation Committee was convened comprised of the Zoo Director, Zoo Deputy Director, and Purchasing Director. After review and evaluation of the six proposals received, the Committee is unanimously recommending awarding the contract to Wolverine Engineers & Surveyors, Inc. Wolverine is a local vendor, has demonstrated knowledge of and experience with projects of similar size and scope to this contract (Hayhoe Riverwalk Trail), and can prepare bidding documents for construction by the end of 2022.

ALTERNATIVES

The alternative would be to award the agreement to the lowest bid. However, while not the lowest cost proposal received, the Committee believes that Wolverine will provide the best value to the County on this project.

FINANCIAL IMPACT

Wolverine Engineers & Surveyors Inc. submitted the most responsive and responsible bid of \$138,300 for architectural and engineering services for asphalt replacement at Potter Park Zoo. A contingency of \$10,000 is requested for any undiscovered conditions for a total cost of \$148,300. Funds are available in the 2022 CIP line item #25869900 931000 31000 to cover the full cost of these services.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Balance
25869900 931000 31000	\$500,000	\$500,000	\$148,300 Includes contingency	\$351,700
Zoo Fund				

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Potter Park Zoo Advisory Board is in support of entering into an agreement with Wolverine Engineers & Surveyors Inc. for architectural and engineering services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$148,300.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Wolverine Engineers & Surveyors Inc. for architectural and engineering services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$148,300.

Agenda Item 8

TO: Cynthia Wagner, Director, Potter Park Zoo

CC: Brian Fisher, Potter Park Zoo Maintenance Manager/Deputy Director

FROM: James Hudgins, Director of Purchasing

DATE: July 21, 2022

RE: Memorandum of Performance for RFP No. 95-22: Architectural and Engineering Services for Asphalt Replacement

Per your request, the Purchasing Department sought proposals from qualified and experienced architectural and engineering firms or individuals for providing professional services for the replacement of nearly 13,000 linear feet of asphalt walkways and service roads throughout Potter Park and Potter Park Zoo (PPZ).

The scope of work includes, but is not limited to, evaluating current site conditions and elevations, performing soil assessments, developing a site survey and primary construction plan in accordance with state, local and federal guidelines and standards including ADA standards. The Contractor will furnish all expertise, labor and resources for complete design and engineering services and subsequent construction administration service contracts.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	127	36
Vendors responding	6	6

A summary of the vendors' costs is located on the next page.

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 and submit 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.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Phase I Preliminary Design Services Cost	Phase II Construction Administration Services Cost	Phase I & II GRAND TOTAL
		Total Not-to-Exceed	Total Not-to-Exceed	Total Not-to-Exceed
C2AE	Yes, Lansing MI	\$65,650.00	\$42,150.00	\$107,800.00
NTH Consultants	Yes, East Lansing MI	\$48,650.00	\$63,650.00	\$112,300.00
Wolverine Engineers & Surveyors Inc.	Yes, Mason MI	\$69,300.00	\$69,000.00	\$138,300.00
Spicer Group Inc.	Yes, Lansing MI	\$58,169.00	\$87,770.00	\$145,939.00
DLZ	Yes, Lansing MI	\$52,800.00	\$106,000.00	\$158,800.00
PEA Group	Yes, Lansing MI	\$62,200.00	\$136,000.00	\$198,200.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WOLVERINE ENGINEERING & SURVEYORS INC. FOR ASPHALT REPLACEMENT AT POTTER PARK ZOO

WHEREAS, the Potter Park Zoo asphalt pathways need replacement to maintain a safe and ADA-compliant experience for zoo guests; and

WHEREAS, a capital improvement project (CIP) in the amount of \$500,000 was requested and approved in the 2022 budget for asphalt replacement; and

WHEREAS, the Purchasing Department issued a Request for Proposals for professional consulting services for the reconstruction of approximately 13,000 linear feet of asphalt walkways and service roads at Potter Park Zoo and Park; and

WHEREAS, after review and evaluation, the Evaluation Committee—comprised of the Zoo Director, Deputy Zoo Director, and Purchasing Director—is unanimously recommending entering into an agreement with Wolverine Engineers & Surveyors Inc., who submitted the most responsive and responsible bid of \$138,300, for architectural and engineering services for asphalt replacement at Potter Park Zoo; and

WHEREAS, the Zoo is requesting a contingency of \$10,000 for any undiscovered conditions; and

WHEREAS, funds are available in Zoo CIP line item #25869900 931000 31000 to cover the full cost including contingency; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of entering into an agreement with Wolverine Engineers & Surveyors Inc. for asphalt replacement engineering services in an amount not to exceed \$148,300.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Wolverine Engineering & Surveyors Inc. for architectural and engineering services for asphalt replacement at Potter Park Zoo in an amount not to exceed \$148,300 which includes a \$10,000 contingency.

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

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

Agenda Item 9a

TO: Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: August 2, 2022
SUBJECT: Request transfer of CIP Funds from Project 20P12 to Project 20P11
For the meeting agenda of August 15, 2022 Human Services and August 17, 2022 Finance

BACKGROUND

The Parks Department currently has two CIP items earmarked for construction of new maintenance storage buildings, one at Hawk Island Park and one at Lake Lansing North Park. The original costs were calculated in 2019. With the recent surge in prices for both labor and materials, costs are now significantly higher. With the current costs, building both of these buildings is currently unachievable with the original funds allocated. We are requesting the remaining balance of the Lake Lansing building be transferred to the Hawk Island building in order to fully complete that project, for which construction is already underway. The building at Lake Lansing North is currently in the design phase and under contract with Prime Professional by Resolution #22-116 and can be utilized when funds become available to construct that building.

ALTERNATIVES

The Hawk Island building would not be completed without the transfer of these funds, missing the snow tubing season, which is the building's primary use.

FINANCIAL IMPACT

The remaining balance of \$39,580 from 20P12 would be transferred to 20P11, causing no additional monies to be allocated.

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Lake Lansing Building (20P12)	\$75,000	\$39,580	\$0	\$0
Snowcat Building (20P11)	\$75,000	\$43,821	\$39,580	\$76,001

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their August 8, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing a transfer from 228-75999-976000-20P12 to 228-75999-976000-20P11.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A TRANSFER OF FUNDS FROM THE LAKE LANSING NORTH
STORAGE BUILDING CAPITAL IMPROVEMENT PROJECT TO THE HAWK ISLAND SNOW
TUBE STORAGE BUILDING PROJECT**

WHEREAS, through the 2020 Capital Improvement process, funds were made available to the Ingham County Parks Department for the construction of storage buildings at Lake Lansing North County Park and Hawk Island County Park; and

WHEREAS, the original costs for these buildings were calculated in 2019 and have since increased significantly in the past two years; and

WHEREAS, the storage building at Hawk Island is currently under construction while the building at Lake Lansing North is still in the design phase through a Prime Professional contract, Resolution #22-116; and

WHEREAS, the design of the Lake Lansing North building can be utilized at a later date when additional funds are available; and

WHEREAS, the transfer of funds from the Lake Lansing North storage building project to the Hawk Island storage building project is necessary to properly complete the construction of the Hawk Island storage building.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves transferring \$39,580 from 228-75999-976000-20P12 to 228-75999-976000-20P11.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-976000-20P12.

TO: Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: August 2, 2022
SUBJECT: Contract with FD Hayes Electric Company

For the meeting agenda of August 15, 2022 Human Services and August 17, 2022 Finance

BACKGROUND

The Parks Department operates a snow tubing park at Hawk Island County Park. Staff solicited proposals from qualified and experienced electrical contractors to enter into a contract for the purpose of upgrading snow making electrical panels and running electrical service to a new snow tubing storage building presently being constructed.

ALTERNATIVES

Failure to address these needs could result in damage to the electrical panels including snow making equipment, and no electricity within the new building.

FINANCIAL IMPACT

FD Hayes Electric Company, a registered-local vendor, was the lowest responsive bid in compliance with the Ingham County Purchasing Policy. The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to FD Hayes Electric Company for the base bid \$11,050, and a contingency not to exceed \$2,000. There are funds available in line item 208-75200-9779990-22P06 and 228-75999-976000-20P11 for this project as detailed below:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Snow Gun and electrical upgrade (22P06)	\$27,000	\$3,649	\$3,649	\$0
Snowcat Building (20P11)	\$75,000	\$43,821	\$9,401	\$34,420

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their August 8, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with FD Hayes Electric Company.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH FD HAYES ELECTRIC COMPANY
FOR ELECTRICAL WORK AT HAWK ISLAND COUNTY PARK**

WHEREAS, the Ingham County Parks Department operates a snow tubing facility at Hawk Island County Park that utilizes snow making equipment; and

WHEREAS, Capital Improvement funds were previously allocated for a new snow gun including electrical upgrades and a new snow tube storage building; and

WHEREAS, the Parks Department solicited proposals from qualified and experienced electrical contractors to enter into a contract for the purpose of electrical upgrades and new electrical service to the new snow tube storage building; and

WHEREAS, FD Hayes Electric Company, a registered-local vendor was the lowest responsive bid in compliance with the Ingham County Purchasing Policies; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to FD Hayes Electric Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with FD Hayes Electric Company for the base bid in the amount of \$11,050 for electrical work at Hawk Island County Park and a contingency not to exceed \$2,000, if necessary, for a total cost of \$13,050.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-976000-22P06 and 228-75999-976000-20P11.

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

TO: Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: August 2, 2022
SUBJECT: Resolution to authorize a contract with Penchura Recreation Products and Services for replacements of a portion of the Lake Lansing South County Park Playground
For the meeting agenda of August 15, 2022 Human Services and August 17, 2022 Finance Committees

BACKGROUND

The Parks Department owns and maintains playgrounds at Burchfield County Park, Hawk Island County Park, Lake Lansing North County Park, and Lake Lansing South County Park. Resolution #22-242 authorized up to \$120,000 in funding for safety enhancement projects to these playgrounds. Staff has prioritized the playground at Lake Lansing Park South as the most in-need of repair/refurbishment due to the playground's age. This project would replace a portion of the playground currently closed off for safety reasons.

ALTERNATIVES

Failure to approve this purchase would result in a portion of the Lake Lansing Park South playground remaining closed.

FINANCIAL IMPACT

Penchura Recreation Products and Services currently have a General Services Administration (GSA) contract for playground equipment purchases and installation, GSA Contract #GS-07F-0440N. This contract was reviewed by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Penchura Recreation Products and Services (General Services Administration, GSA) in the amount of \$87,535, and a contingency not to exceed \$5,000. Funds are available in 208-75200-974000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their August 8, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Penchura Recreation Products and Services.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH PENCHURA RECREATION PRODUCTS
AND SERVICES FOR REPLACEMENTS OF A PORTION OF THE LAKE LANSING SOUTH
COUNTY PARK PLAYGROUND**

WHEREAS, the Ingham County Parks Department owns and maintains playgrounds at Burchfield County Park, Hawk Island County Park, Lake Lansing North County Park, and Lake Lansing South County Park; and

WHEREAS, the Ingham County Parks Department employs several individuals who are trained on playground safety audits and hold the national certification as Certified Playground Inspectors through the National Recreation and Park Association; and

WHEREAS, during annual playground audits, staff has identified a portion of playground at Lake Lansing South County Park as the structure most in-need of replacement; and

WHEREAS, the Board of Commissioners approved Resolution #22-242 authorizing up to \$120,000 in funding for safety enhancement projects to these playgrounds; and

WHEREAS, Penchura Recreational Products and Services currently have a General Services Administration (GSA) contract for playground equipment purchases and installation, General Services Administration (GSA) Contract #GS-07F-0440N; and

WHEREAS, this contract was reviewed by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Penchura Recreation Products and Services (GSA).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Penchura Recreational Products and Services (General Services Administration, GSA) for replacement of a portion of the playground at Lake Lansing South County Park in the amount of \$87,535, with a contingency not to exceed \$5,000.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000 for the project.

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

TO: Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: August 2, 2022
SUBJECT: Authorization to Amend Resolution #21-270 with LHD Academy of Science
For the meeting agendas of August 15, and August 17, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to amend Resolution #21 – 270 which authorized an annual agreement with Local Health Department (LHD) Academy of Science (AOS) for up to two (2) memberships in an amount not to exceed \$2,000. This amended resolution will allow ICHD to enter into an annual agreement with LHD AOS for up to five (5) memberships in an amount not to exceed \$5,000.

ALTERNATIVES

ICHD could move forward with two memberships, leaving some staff without access to the learning community or the survey tool.

FINANCIAL IMPACT

The cost will be paid from a workforce development grant in FY '22 and will be included in the Community Health Assessment budget should grant funds not be available annually thereafter.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend Resolution #21 – 270 to allow an agreement with LHD AOS for an amount not to exceed \$5,000, effective upon approval and to be renewed annually thereafter.

Introduced by the Human Services and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21 – 270 AUTHORIZING AN AGREEMENT WITH
LOCAL HEALTH DEPARTMENT ACADEMY OF SCIENCE**

WHEREAS, Ingham County Health Department (ICHHD) wishes to amend Resolution #21 – 270 which authorized an annual agreement with Local Health Department (LHD) Academy of Science (AOS) for up to two (2) memberships in an amount not to exceed \$2,000; and

WHEREAS, this amended resolution will allow ICHHD to enter into an annual agreement with LHD AOS for up to five (5) memberships in an amount not to exceed \$5,000; and

WHEREAS, the cost will be paid from a workforce development grant in the 2022 fiscal year, and will be included in the Community Health Assessment budget should grant funds not be available annually thereafter; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending Resolution #21 – 270 to allow an agreement with LHD AOS for an amount not to exceed \$5,000, effective upon approval and to be renewed annually thereafter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amendment of Resolution #21 – 270 to allow an agreement with LHD AOS for an amount not to exceed \$5,000, for a period of one year, effective upon approval.

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

TO: Human Service and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: August 2, 2022
SUBJECT: Resolution to Amend Resolution #22-322 to Accept COVID-19 Regional Health Equity Council Backbone Organization Grant
For the meeting agendas of August 15, and August 17, 2022

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend Resolution #22-322 with Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) to reduce the funding amount to \$33,675 and to change the funding period to August 1, 2022 through September 30, 2022. ICHHD accepted a COVID-19 Regional Health Equity Council Backbone Organization Grant authorizing an agreement with MPHI and the MDHHS in an amount not to exceed \$400,000 effective July 11, 2022 through May 31, 2023. This amendment will change the funding period to August 1, 2022 through September 30, 2022 and reduce the total dollar award for the fiscal year 2022 funding period to \$33,675. An additional contract is anticipated for FY 2023 effective October 1, 2022 through May 31, 2023 which will award ICHHD a total of \$366,325 in grant funds. This anticipated FY23 grant amount of \$366,325 will award ICHHD the remaining funding from the total \$400,000 Backbone Organizational Grant.

ALTERNATIVES

The alternative to accepting this amendment is to decline the grant funds.

FINANCIAL IMPACT

There is no overall financial impact with the division of the project into two separate contracts and two separate fiscal years. The total remains \$400,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend Resolution #22-322 with MPHI and MDHHS in an amount not to exceed \$33,675, effective August 1, 2022 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #22-322 FOR THE COVID-19
REGIONAL HEALTH EQUITY COUNCIL BACKBONE ORGANIZATION GRANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #22-322 with Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) to reduce the funding amount to \$33,675 and to change the funding period to August 1, 2022 through September 30, 2022; and

WHEREAS, through Resolution #22-322, ICHD accepted a COVID-19 Regional Health Equity Council Backbone Organization Grant authorizing an agreement with MPHI and the MDHHS in an amount not to exceed \$400,000 effective July 11, 2022 through May 31, 2023; and

WHEREAS, this amendment will change the funding period to August 1, 2022 through September 30, 2022 and reduce the total dollar award for the fiscal year 2022 funding period to \$33,675; and

WHEREAS, an additional contract is anticipated for fiscal year 2023 effective October 1, 2022 through May 31, 2023 which will award ICHD a total of \$366,325 in grant funds; and

WHEREAS, this anticipated fiscal year 2023 grant amount of \$366,325 will award ICHD the remaining funding from the total \$400,000 Backbone Organizational Grant; and

WHEREAS, there is no overall financial impact with the division of the project into two separate contracts and two separate fiscal years, and the project total remains \$400,000; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes amending Resolution #22-322 with MPHI and the MDHHS by reducing the funding amount to \$33,675 and changing the funding period to August 1, 2022 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #22-322 to reduce the funding amount to \$33,675 and changing the funding period to August 1, 2022 through September 30, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments 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 agreement upon approval as to form by the County Attorney.

TO: Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: July 15, 2022
SUBJECT: FY 23 State of Michigan Emerging Threats Comprehensive Agreement -
For the meeting agendas of August 15, 2022 and August 17, 2022

BACKGROUND

The Ingham County Health Department (ICHD) currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The agreement for the delivery of public health services under the Comprehensive Agreement is the principal mechanism for clarifying the roles and responsibilities of the state and local governments. The agreement serves as a vehicle for accepting slightly more than \$2.88 million in state and federal grant and formula funding to support Emerging Threats in Ingham County. The services to be delivered under this agreement are detailed below under Financial Impact.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this agreement will increase the FY '23 County budget by slightly more than \$2.88 million. This resolution makes the following specific changes to the budget:

COVID Workforce Development; increase of \$179,751 from \$0.00 to \$179,751
COVID Immunization: increase of \$1,380,613 from \$0.00 to \$1,380,613
COVID-19 Mobile Testing: increase of \$310,000 from \$0.00 to \$310,000
ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention:
increase of \$980,142 from \$0.00 to \$980,142
American Rescue Plan: increase of \$37,854 from \$0.00 to \$37,854

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support this Emerging Threats agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2022 through September 30, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2022-2023 EMERGING THREATS MASTER AGREEMENT
WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE
DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, the MDHHS and Ingham County has proposed a 2022 – 2023 Emerging Threats Agreement for the delivery of emerging threats service under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2022 – 2023 Emerging Threats Agreement with the Michigan Department of Health and Human Services for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of agreement shall be October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that an amount not to exceed \$2,888,360 of state/federal funds will be made available to Ingham County through the Emerging Threats Comprehensive Agreement.

BE IT FURTHER RESOLVED, that the increase in funds consists of the following specific change to program budgets:

COVID Workforce Development; increase of \$179,751 from \$0.00 to \$179,751

COVID Immunization: increase of \$1,380,613 from \$0.00 to \$1,380,613

COVID-19 Mobile Testing: increase of \$310,000 from \$0.00 to \$310,000

ELC Contact Tracing, Investigation, Testing Coordination & Infection Prevention: increase of \$980,142 from \$0.00 to \$980,142

American Rescue Plan: increase of \$37,854 from \$0.00 to \$37,854

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2023 Budget in order to implement the resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2022-2023 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign contracts and subcontracts associated with the Comprehensive Agreement after review by the County Attorney.

TO: Human Services, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: July 5, 2022
SUBJECT: Authorization to Change Position #601541 from Part-time to Full-time at Forest Community Health Center
For the Meeting Agendas of August 15, August 16, and August 17, 2022.

BACKGROUND

Ingham County Health Department (ICHD) wishes to increase the status of position #601541 Community Health Worker (CHW) at Forest Community Health Center (FCHC) from a .50 FTE to a 1.0 FTE effective November 1, 2022. CHWs are frontline public health workers who are trusted and have a close understanding of the community they serve. This position will be primarily responsible for care coordination and navigation activities related to HIV and STI prevention. FCHC was awarded HIV Prevention-Forest Community Health Center funds to be made available starting October 1, 2022. Such funds will be included in the FY '23 Michigan Department of Health and Human Services Master Agreement. ICHD would like to use these grant funds to increase this position to a 1.0 FTE to complete rapid testing, navigation services, and health education in the STI Navigation program. The CHW is currently funded as a 0.5 FTE through STD Specialty Services.

ALTERNATIVES

ICHD's CHCs could choose not to create this position and fewer families would be served.

FINANCIAL IMPACT

The increased cost related to increasing this position from .50 FTE to 1.0 FTE is \$38,846. The additional costs will be covered by the HIV Prevention-Forest Community Health grant included in the FY '23 MDHHS Master Agreement.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes increasing position #601541 from .50 FTE to 1.0 FTE effective November 1, 2022.

Introduced by the Human Services, County Services. and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE STATUS OF POSITION #601541 (CHW– FOREST)
FROM PART-TIME TO FULL-TIME**

WHEREAS, Ingham County Health Department's (ICHD) wish to change the status of position #601541 Community Health Worker (CHW) at Forest Community Health Center from part-time to full-time, effective November 1, 2022; and

WHEREAS, the current position is part-time at 0.5 FTE; and

WHEREAS, CHWs are frontline public health workers who are trusted and have a close understanding of the community they serve; and

WHEREAS, this position will be primarily responsible for care coordination and navigation activities related to HIV and STI prevention; and

WHEREAS, Forest Community Health Center was awarded HIV Prevention-Forest Community Health Center funds made available starting October 1, 2022; and

WHEREAS, such funds will be included in the 2023 Michigan Department of Health and Human Services Master Agreement; and

WHEREAS, ICHD would like to use these grant funds to increase position #601541 from .50 FTE to 1.0 FTE to complete rapid testing, navigation services, and health education in the STI Navigation program; and

WHEREAS, the CHW is currently funded as a 0.5 FTE through STD Specialty Services; and

WHEREAS, the increased cost related to increasing the FTE to 1.0 is \$38,846 and will be covered by the HIV Prevention-Forest Community Health Grant which is included in the FY '23 Master Agreement; and

WHEREAS, the Ingham County Health Center Board of Directors and the Health Officer recommend that Ingham County Board of Commissioners authorizes amending the status of position #601541 CHW from part-time to full-time for an amount not to exceed \$38,846, effective November 1, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the status of position #601541 CHW from part-time to full-time for an amount not to exceed \$38,846, effective November 1, 2022.

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

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

TO: Human Services and Finance Committees
FROM: Linda Vail, Health Officer
DATE: August 1, 2022
SUBJECT: Authorization for the FY22-23 AmeriCorps Vista Grant Funding

For the meeting agendas of August 15 and August 17, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) to accept FY22-23 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000. ICHD was the recipient of grant funds for the AmeriCorps VISTA Program funding cycle in the 2021-2022 FY, which was authorized through Resolution #21-417. CNCS has provided Ingham County a ninth year of funding for the FY 2022-2023 to support up to fifteen (15) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems.

ALTERNATIVES

Not accepting this funding would result in a loss of AmeriCorps Vista member involvement for poverty-related human, social, and environmental issues within Ingham County.

FINANCIAL IMPACT

The funding, totaling \$31,000, will aid in the operational costs of the AmeriCorps VISTA program.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes entering into an agreement with the CNCS to accept FY22-23 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR 2022-2023 AMERICORPS VISTA GRANT FUNDING

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) to accept 2022-2023 funding to support the AmeriCorps VISTA Project effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000; and

WHEREAS, ICHD was the recipient of grant funds for the AmeriCorps VISTA Program eighth funding cycle in the 2021-2022 FY, which was authorized through Resolution #21-417; and

WHEREAS, CNCS has provided Ingham County a ninth year of funding for the 2022-2023 fiscal year to support up to fifteen (15) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, out of a total of 15 FTE AmeriCorps VISTA members, 14 FTEs will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps VISTA Leader will be placed with the ICHD AmeriCorps VISTA program; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes entering into an agreement with CNCS to accept 2022-2023 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with CNCS to accept 2022-2023 grant funding to support the AmeriCorps VISTA Project, effective September 25, 2022 through July 15, 2023 in an amount not to exceed \$31,000.

BE IT FURTHER RESOLVED, that the Health Officer, or their designee, is authorized to submit the 2022-2023 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement (MOA).

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the MOA is final.

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

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

TO: Human Services, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: August 2, 2022
SUBJECT: Authorization to Create a Grant Term-Limited Mobile Health Unit Coordinator Position
For the meeting agendas August 15, August 16, and August 17, 2022

BACKGROUND

Ingham County Health Department wishes to create a grant-term limited “Mobile Health Unit Coordinator” position. The “Mobile Health Unit Coordinator” will assist in the coordination and operation of the mobile health unit. Funding to support the position is available through a grant from the Michigan Department of Health and Human Services (MDHHS) through at least September 30, 2023.

ALTERNATIVES

The health department could continue to carry out these job duties with existing staff, potentially leaving grant funds unspent and staff with high workloads.

FINANCIAL IMPACT

The cost of the 1.0 FTE position (UAW Grade E) is \$81,958 - \$92,567 and will be funded with grant funds included in the Emerging Threats Master Agreement with Michigan Department of Health & Human Services.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to create a “Mobile Health Unit Coordinator” position effective immediately until at least September 30, 2023 or the exhaustion of grant funds.

TO: Jessica Yorko, Health Promotion and Prevention Manager

FROM: Beth Bliesener, Human Resources Generalist – Employment Specialist
Joan Clous, Human Resources Generalist – Labor Relations Specialist

DATE: July 1, 2022

RE: Memo of Analysis for New Classification

Human Resources can confirm the following information:

Per your request, Human Resources has created a new classification titled Mobile Health Unit Coordinator.

After analysis, the classification has a community of interest with the UAW and is appropriately compensated at an UAW E. The UAW has been notified. They support the classification and salary placement.

I have attached the UAW response. I have also attached the job description.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposed re-organization. You are now ready to complete the final step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).

From: [Teresa Carter](#)
To: [Elisabeth Bliesener](#)
Subject: Re: New JD - Mobile Health Unit Coordinator - Health Department
Date: Thursday, June 30, 2022 11:06:07 PM

Elisabeth

I looked over this job description and it looks good, the UAW agrees with the points and grade level.

Teresa Carter
Unit Chair Local 2256
517-676-8374 desk
517-676-8380 fax

From: Elisabeth Bliesener <EBliesener@ingham.org>
Sent: Wednesday, June 29, 2022 9:22 AM
To: Teresa Carter <TCarter@ingham.org>
Cc: Joan Clous <JClous@ingham.org>
Subject: New JD - Mobile Health Unit Coordinator - Health Department

Hi Teresa,

The Health Department would like to create a new Job description that would be grant funded – Mobile Health Unit Coordinator. Joan and I factored this position to be a UAW E.

Does the Union approve the new JD and salary placement?

Thanks,

Beth Bliesener
Ingham County
Human Resources
517-887-4375

Transmission is Privileged and Confidential.

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to whom it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify me by e-mail reply and delete the original message from your system.

INGHAM COUNTY JOB DESCRIPTION

Mobile Health Unit Coordinator

General Summary:

Under the supervision of the Public Health Program Coordinator, assists in the coordination and operation of the mobile health unit. Assists with outreach to identify and plan community events. Supports logistics with community host sites. Assists with ensuring appropriate staffing to provide health services and screenings at outreach events. Trains and oversees all non-clinical concerns and staffing during events. Assists in data collection and grant reporting. Drives mobile unit to and from events, refuels unit and assumes responsibility for maintenance and repair of vehicle and equipment as needed.

Essential Functions:

1. Responsible for working with Public Health Program Coordinator to identify, coordinate, and schedule community outreach events.
2. Assists with Ensuring appropriate staffing support for each event and provides on-site, non-clinical supervision and logistical support during all events.
3. Assists in data collection and grant reporting.
4. Assists in development of policies, procedures, and protocols related to mobile unit outreach events.
5. Supports coordination between the Ingham County Health Department and local businesses and organizations.
6. Assists with scheduling outreach events, committing department resources to community partners.
7. Trains staff and volunteers in their roles and responsibilities supporting the mobile outreach unit. Serves as on-site coordinator.
8. Drives mobile unit to and from events.
9. Maintains preventative maintenance records on vehicle and arranges for routine maintenance, following agency policies and procedures. Inspects equipment and supplies such as tires, lights, brakes, gas, oil and water and reports any problems to the Public Health Program Coordinator.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.
- Must adhere to departmental standards in regard to confidentiality and other privacy issues.
- Ability to meet deadlines in a timely manner, change focus on projects as needed and multitask.
- Dependable and regular attendance required.
- Ability to handle stressful situations on an occasional basis
- Ability to maintain excellent customer service during stressful situations.

(The above statements are intended to describe the general nature and level of work being performed by the people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.)

Employment Qualifications:

Education: High School Diploma or its equivalent.

Experience: A minimum of 6 months experience in outreach, health care or transportation-related job is required. EMT/paramedic certification a plus.

Other Requirements: Must possess and maintain an excellent driving record and be comfortable towing a trailer.

Other Requirements:

- Knowledge of computer systems, methods, and application of various software packages.
- Skilled in written and oral communication to prepare and present information regarding programs and to represent the organization.
- Events may frequently take place on evenings and weekends.

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.)

Working Conditions:

1. This position works in both an indoor and outdoor environment. While indoors, there is no planned exposure to notable lights, noises, odors, temperatures or weather conditions. While outdoors, exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.
2. This position is exposed to variety of hazards such as traffic, moving vehicles.
3. This position is exposed to communicable diseases, blood, other body fluids, etc.
4. This position is exposed to individuals in crisis. These individuals may suffer from mental or emotional illness, have violent tendencies or be unconcerned with their personal safety and hygiene.
5. This position is required to travel for meetings and appointments.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require periodic stamina in traversing, climbing, balancing, twisting, bending, stooping, squatting, kneeling, lifting, pushing, pulling and reaching.
- This position's physical requirements require regular stamina in sitting, standing, walking, typing, enduring repetitive movements of the wrists, hands or fingers
- This position performs medium work requiring the ability to exert between 20-50 pounds of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

Personnel cost analysis -Community
Health Worker Position #: 601541

	0.5 FTE UAW D Step 1	1.0 FTE UAW D Step 1	Increase in cost from .50 FTE to 1.0 FTE	1.0 FTE UAW D Step 5
SALARY	18,498	36,992	18,495	44,059
UNEMPLYMT	92	185	92	220
FICA/MEDICARE	1,415	2,830	1,415	3,371
DENTAL	936	936	0	936
VISION	135	135	0	135
PHP MED	9,117	21,880	12,763	21,880
MERS 0101H	4,621	9,241	4,620	11,006
RTEE CHG B	3,585	3,585	0	3,585
SEPARATE	370	740	370	881
RET/HLTH/T	832	1,665	832	1,983
DISABILITY	0	48	48	57
LIFE 30K	0	120	120	120
WORKERS' COMP	91	181	91	216
CARES	<u>33</u>	<u>33</u>	<u>0</u>	<u>33</u>
	39,725	78,571	38,846	88,482
Salary	18,498	36,992	18,495	44,059
Fringes	<u>21,227</u>	<u>41,578</u>	<u>20,351</u>	<u>44,423</u>
	39,725	78,571	38,846	88,482

Notes:

Calculation based on FY '23 wages and
fringe documents PHP Med costs are
based on a 2 person rate

7/6/2022
CHW PT to FT 70622 et

S:\HA\Financial\POSITION BUDGET\Personnel Cost Analysis Position #601541

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CREATION OF A GRANT-TERM LIMITED
MOBILE HEALTH UNIT COORDINATOR POSITION**

WHEREAS, Ingham County Health Department (ICHHD) wishes to create a grant-term limited “Mobile Health Unit Coordinator” position; and

WHEREAS, the “Mobile Health Unit Coordinator” will assist in the coordination and operation of the mobile health unit; and

WHEREAS, funding to support the position is available through a grant from the Michigan Department of Health and Human Services (MDHHS) through at least September 30, 2023; and

WHEREAS, the “Mobile Health Unit Coordinator” is part of the Ingham County UAW bargaining unit, Grade E with an annual cost of \$81,958,- \$92,567; and

WHEREAS, the Health Officer recommends the creation of a “Mobile Health Unit Coordinator” position upon Board approval until at least September 30, 2023 or the exhaustion of grant funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of a “Mobile Health Unit Coordinator” position effective immediately until September 30, 2023 or the exhaustion of grant funds.

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

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

TO: Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: July 21, 2022
SUBJECT: Authorization to Extend Agreement with MSU for an Infectious Disease Physician Services
For the Meeting Agendas of August 15 and August 17, 2022

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024. Through Resolution #20-393, Resolution #19-388, and Resolution #17-355, this agreement was in place effective August 1, 2020 through July 31, 2022; August 1, 2019 through July 31, 2020; and August 1, 2017 through July 31, 2019, respectively. The new agreement will include a 2% annual increase for the amounts of \$55,006.58 in 2023 and \$56,106.71 in 2024.

ALTERNATIVES

Choosing not to amend this agreement would result in a loss of infectious disease physician services.

FINANCIAL IMPACT

The financial impact will be \$55,006.58 (2023) and \$56,106.71 (2024). These physician services will be covered through the HIV Ryan White Part D funding.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes amending the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services, effective August 1, 2022 through July 31, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND THE AGREEMENT WITH MSU HEALTH CARE INC. FOR
INFECTIOUS DISEASE PHYSICIAN SERVICES**

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to extend the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024; and

WHEREAS, through Resolution #20-393, Resolution #19-388, and Resolution #17-355, this agreement was in place effective August 1, 2020 through July 31, 2022; August 1, 2019 through July 31, 2020; and August 1, 2017 through July 31, 2019, respectively; and

WHEREAS, the new agreement will include a 2% annual increase for the amount of \$55,006.58 (2023) and \$56,106.71 (2024); and

WHEREAS, these physician services will be covered through the HIV Ryan White Part D funds; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes amending the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes amending the agreement with MSU Health Care Inc. for 0.20 FTE infectious disease physician services effective August 1, 2022 through July 31, 2024.

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

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

TO: Human Services, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: July 27, 2022
SUBJECT: Authorization to create a New 1.0 FTE Workforce Development Coordinator Position
For the Meeting Agendas of August 15, August 16, and August 17, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to create a 1.0 FTE Workforce Development Coordinator position within the Community Health, Planning, and Partnerships/Administrative Branch effective upon approval through September 30, 2023 for an amount not to exceed \$113,632. The Workforce Development Coordinator will develop, plan, and coordinate a resilient and robust public health workforce amidst the ongoing COVID-19 response across the health department. Funds for this position are included in the FY '22 & FY '23 Emerging Threats Master Agreement. The Workforce Development Coordinator will lead and broaden ICHD's workforce development activities with a special emphasis on pandemic preparedness, response, and recovery. This position will create and implement workforce development initiatives to build, sustain, and retain a viable workforce that can support current and future needs. Additionally, the position will research, develop, and advocate for system-level improvements related to public health workforce development.

ALTERNATIVES

ICHD could choose not to create this position and have less staff capacity to build and establish workforce development initiatives at ICHD.

FINANCIAL IMPACT

The cost of the 1.0 FTE Workforce Development position (ICEA Professional Grade 7) is \$113,632 - \$131,088 and will be covered by funding from the FY22-23 Emerging Threats Master Agreement with the Michigan Department of Health and Human Services.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a new 1.0 FTE Workforce Development Coordinator position (ICEA Professional Grade 7) in the CHPP/Admin Branch to coordinate and build workforce development initiatives for ICHD effective upon approval through September 30, 2023 for an amount not to exceed \$113,632.

TO: Anne Barna, Deputy Health Officer

FROM: Joan Clous, Human Resources Specialist

DATE: July 21, 2022

RE: Support for creation of new position Workforce Development Coordinator

Per your request, Human Resources has reviewed the information that was provided by the Health Department to create a new position.

After analysis, the position has a community of interest with the ICEA County Pro and is appropriately compensated at an ICEA salary range of Level 7 (\$58,458.33 to \$70,195.50). The ICEA has been notified. They support the creation and salary placement.

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

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

From: [Anne Barna](#)
To: [Lisa Malone](#)
Subject: FW: Workforce Development Coord
Date: Monday, August 01, 2022 2:21:22 PM
Attachments: [image005.png](#)
[image006.png](#)
[image008.png](#)

To put in board packet

From: Joan Clous <JClous@ingham.org>
Sent: Thursday, July 21, 2022 9:52 AM
To: Anne Barna <ABarna@ingham.org>
Subject: FW: Workforce Development Coord

Please use this email in your packet to the board.

From: Desiree Cook <DCook@ingham.org>
Sent: Thursday, July 21, 2022 9:43 AM
To: Joan Clous <JClous@ingham.org>
Subject: RE: Workforce Development Coord

Looks good to me. Thank you.

From: Joan Clous <JClous@ingham.org>
Sent: Thursday, July 21, 2022 9:37 AM
To: Desiree Cook <DCook@ingham.org>
Subject: Workforce Development Coord

Desiree

The Health Dept. has created a new position, I have placed the position at an ICEA County Pro 7 which is a salary of \$58,458.33 to \$70,195.50. Please review and let me know if you approve.

Thanks,
Joan

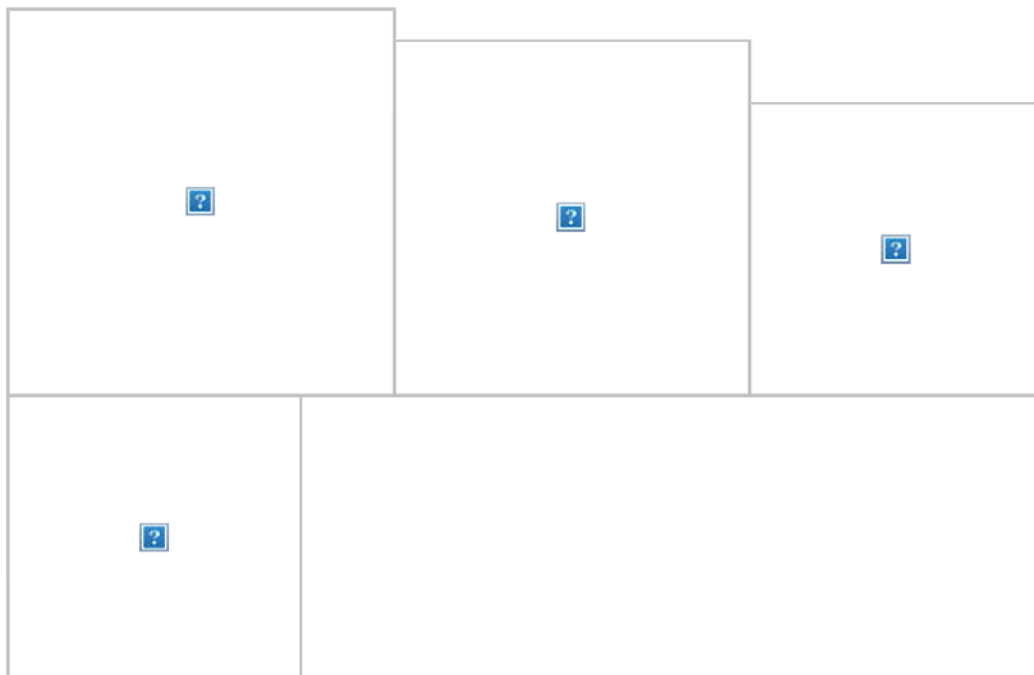
Joan Clous MPA, SHRM-CP
Human Resources Specialist – Labor & Employee Relations

Ingham County

5303 S. Cedar Bldg 2 Suite 2102
Lansing MI 48911
517-887-4374 – Office
517-930-2075 - Cell
517-887-4396 – Fax

Transmission is Privileged and Confidential.

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to whom it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify me by e-mail reply and delete the original message from your system.



“Success is a project that is always under construction.” ~ Pat Summit

**INGHAM COUNTY
JOB DESCRIPTION
WORKFORCE DEVELOPMENT COORDINATOR**

General Summary: Under the supervision of the Deputy Health Officer – Administration, the Workforce Development Coordinator leads and develops the Health Department’s workforce development activities with a special emphasis on pandemic preparedness, response, and recovery. Collaborates with others from all branches of the department to create and implement workforce development initiatives to create, sustain, and retain a viable workforce that can support current and future needs. Researches, develops, and advocates for systems-level improvements related to workforce development.

Essential Functions:

1. Leads the Department’s internal effort to create, sustain, and retain a viable workforce that can support current and future needs, including COVID-19 response and other pandemic preparedness. Works collaboratively across Department divisions to coordinate and focus multiple department efforts to improve workplace culture.
2. Coordinates, supports, and facilitates the Department’s Workforce Development Committee, with representation across the Health Department, to develop a Workforce Development Plan, with associated goals, objectives, and activities. Monitors implementation of the plan and prepares progress reports.
3. Implements, evaluates, facilitates, and promotes staff training to improve competencies and capabilities, particularly in pandemic and COVID-19 response and recovery. This work is in collaboration with other Community Health Planning and Partnerships Branch staff, such as the Health Educator II and Emergency Preparedness Coordinator.
4. Collaborates with the Health Equity and Social Justice Coordinator to ensure health equity goals and strategies are fully integrated into the Department’s workforce development efforts. Collaborates with the Health Communications Specialist to ensure workforce development efforts are incorporated into the Department’s Communications Plans.
5. Works with Ingham County Human Resources, Finance, and Departmental management to collect, generate and analyze internal data and information for workforce development planning and evaluation.
6. Researches, develops, and writes appropriate grant proposals for funds in support of workforce development efforts.
7. Develops mutually beneficial partnerships within the community to advance the recruitment and retention of health department staff, including with training programs, apprenticeship programs, and educational institutions.
8. Creates and implements marketing and outreach strategies and materials to recruit under-represented persons for employment at the Health Department.
9. Develops and maintains a coordinated system for student placement and internship support in multiple professions (nursing, public health, dietetics, social work, and others) to increase the number of new professionals experienced in public health and clinical practice and encourage student-to-employee pathways.
10. Supports the internal mentorship program within the health department. Assists staff with identifying external mentors as appropriate.
11. Facilitates the Health Department’s Academic Health Department program and activities.
12. Based on departmental priorities, advocates for local, state and national changes in policy, funding, programs and services to strengthen public health workforce capacity.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

A Master's degree and a minimum of 3 years of experience in public health, workforce development, or human resources in a health department or governmental setting.

OR

A Bachelor's degree and a minimum of 5 years of experience in public health, workforce development or human resources in a health department or governmental setting.

Other Requirements:

- Must possess excellent writing, analytical and communication skills

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.
2. This position is required to travel for meetings and appointments.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require periodic stamina in climbing, balancing, twisting, bending, stooping/crouching, squatting, kneeling, crawling, pushing, pulling, reaching, grasping, handling, and pinching.
- This position's physical requirements require regular stamina in walking, traversing, lifting, and carrying.
- This position's physical requirements require continuous stamina in sitting, standing, typing, and enduring repetitive movements of the wrists, hands, or fingers.
- This position performs sedentary work requiring a negligible amount of effort in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.

- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

July 2022
ICEA 7

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A NEW 1.0 FTE WORKFORCE DEVELOPMENT
COORDINATOR POSITION FOR INGHAM COUNTY HEALTH DEPARTMENT**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a 1.0 FTE Workforce Development Coordinator position in the Community Health, Planning, and Partnerships/Admin Branch, effective upon approval through September 30, 2023; and

WHEREAS, public health workforce development is the practice of developing and creating efforts to improve recruitment, retention, representation, pandemic recovery, and competency of the public health workforce; and

WHEREAS, funds for Workforce Development are included in the 2022 & 2023 Emerging Threats Master Agreement, under the Michigan Department of Health and Human Services (MDHHS) Comprehensive Agreement; and

WHEREAS, ICHD would like to use these grant funds to create a 1.0 FTE Workforce Development Coordinator position in the Community Health, Planning, and Partnerships/Admin Branch effective upon approval through September 30, 2023; and

WHEREAS, in addition, this position will develop and create critical initiatives to recruit, retain, and assure a high-performing public health workforce as the community recovers from the COVID-19 pandemic; and

WHEREAS, the cost of the ICEA Prof Grade 7 position is \$113,632 – \$131,088 and will be funded using funding included in the 2022 and 2023 MDHHS Comprehensive Agreement; and

WHEREAS, the Health Officer recommends authorizing a new 1.0 FTE Workforce Development Coordinator position effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes utilizing funding included in the 2022 and 2023 MDHHS Comprehensive Agreement, to create a new 1.0 FTE Workforce Development Coordinator position (ICEA Prof Grade 7) to develop and coordinate public health workforce development initiatives effective upon approval.

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

Agenda Item 11

TO: County Services and Finance Committees

FROM: Paul C. Pratt, Deputy Drain Commissioner

CC: Patrick E. Lindemann, Carla F. Clos, Tim Inman, Brian Cenci, Gregg Todd

DATE: August 2, 2022

Commissioners,

The Drain Commissioner is renewing his request for \$1 Million dollars in American Rescue Plan funds, for further work on the Montgomery drain. This request was tabled at the June 21, 2022 County Services Committee meeting.

Attached are 5 documents:

- 1) Budget History, two pages
- 2) Project Change Orders
- 3) Project Construction Totals
- 4) Additional Requested information, two pages
- 5) Status of Construction, as of 8/2/2022, seven pages

Each of these documents are in Word or Excel and in PDF format.

I plan to attend the August 16, 2022, County Services meeting and the August 17, 2022 Finance Committee meeting to review these documents with you and to answer any questions.

Thank you,
Paul Pratt, Deputy Drain Commissioner

MONTGOMERY DRAIN (M12-64)

BUDGET HISTORY

6/22/2022

City of Lansing Supplemental
MDOT Supplemental
Continental Ferguson
Capital Area Transportation Authority
Board of Water and Light

ITEM	Project Funded To Date		Proposed Additional Project Funding		Proposed Total
	COST		ADDITIONAL COST (TOTAL)		TOTAL COST
1. Layout & Design (MDOT - MDOT and CSO Relief Branches)	\$ -	\$ -	\$ -	\$ -	\$ -
Design Engineering - To Date (CSO Relief, MDOT)	\$ -	\$ -	\$ -	\$ -	\$ -
Design Engineering - To Date (Syphon Elimination Branch, MDOT)	\$ -	\$ -	\$ -	\$ -	\$ -
Design Engineering - To Completion (MDOT for Syphon Elimination & CSO Relief)	\$ -	\$ -	\$ -	\$ -	\$ -
Layout & Design (Montgomery Drain - Design Engineering, TOTAL)	\$ 7,047,785.48	\$ -	\$ -	\$ -	\$ 7,047,785.48
Design Engineering - Other Vendors (Montgomery 610.5)	\$ 49,181.25	\$ -	\$ -	\$ -	\$ 49,181.25
Design Engineering - To Date (Montgomery 610.1)	\$ 6,348,059.22	\$ -	\$ -	\$ -	\$ 6,348,059.22
Design Engineering - To Completion (Montgomery)	\$ 650,545.01	\$ -	\$ -	\$ -	\$ 650,545.01
Layout & Design (Montgomery Drain - SAW Grant & DNR Grant Expenses)	\$ 1,658,331.20	\$ -	\$ -	\$ -	\$ 1,658,331.20
SAW Inspection (Z31-02 925-603)	\$ 145,685.25	\$ -	\$ -	\$ -	\$ 145,685.25
SAW Inspection (Z31-02 801-603)	\$ 33,238.66	\$ -	\$ -	\$ -	\$ 33,238.66
SAW Maintenance (Z31-02 925-604)	\$ 59,501.00	\$ -	\$ -	\$ -	\$ 59,501.00
SAW Maintenance (Z31-02 801-604)	\$ 3,926.83	\$ -	\$ -	\$ -	\$ 3,926.83
SAW Exempt Maintenance (Z31-02 925-605)	\$ 2,494.90	\$ -	\$ -	\$ -	\$ 2,494.90
SAW Exempt Maintenance (Z31-02 801-605)	\$ 2,673.00	\$ -	\$ -	\$ -	\$ 2,673.00
SAW Environmental Consulting (Z31-02 925-610.3)	\$ 6,133.80	\$ -	\$ -	\$ -	\$ 6,133.80
SAW Maintenance Inspection (Z31-02 801-680.2)	\$ 40,559.77	\$ -	\$ -	\$ -	\$ 40,559.77
SAW Grant Match and Televising (Z31-02 925-620.15)	\$ 66,285.50	\$ -	\$ -	\$ -	\$ 66,285.50
SAW Grant Eligible Administrative (Z31-02 801-601)	\$ 4,463.50	\$ -	\$ -	\$ -	\$ 4,463.50
SAW Grant Eligible Engineering (Z31-02 801-602)	\$ 421,415.63	\$ -	\$ -	\$ -	\$ 421,415.63
SAW Grant Eligible Engineering (Z31-02 925-602)	\$ 175,562.36	\$ -	\$ -	\$ -	\$ 175,562.36
SAW Grant Eligible Engineering (M12-64 602)	\$ 544,595.00	\$ -	\$ -	\$ -	\$ 544,595.00
MDNR Grant Eligible ICDC Engineering - To Date (Z31-05 925-680.2)	\$ 231.00	\$ -	\$ -	\$ -	\$ 231.00
MDNR Grant Eligible ICDC Engineering - To Completion	\$ -	\$ -	\$ -	\$ -	\$ -
MDNR Grant Eligible Phase II Community Outreach (Z31-05 925-601)	\$ -	\$ -	\$ -	\$ -	\$ -
MDNR Grant Eligible Fisheries Environmental Consulting - To Date (Z31-05 925-610.3)	\$ 27,500.00	\$ -	\$ -	\$ -	\$ 27,500.00
MDNR Grant Eligible Fisheries Engineering - To Date (Z31-05 925-620.38)	\$ 16,712.00	\$ -	\$ -	\$ -	\$ 16,712.00
MDNR Grant Eligible Fisheries Engineering - To Completion	\$ 107,353.00	\$ -	\$ -	\$ -	\$ 107,353.00
Layout & Design (Montgomery Drain)	\$ 8,706,116.68	\$ -	\$ -	\$ -	\$ 8,706,116.68
Layout & Design	\$ 8,706,116.68	\$ -	\$ -	\$ -	\$ 8,706,116.68
2. Locating & Establishing Drain (ICDC - Total)	\$ 326,579.02	\$ -	\$ -	\$ -	\$ 326,579.02
ICDC Administrative (925-601)	\$ 10,569.75	\$ -	\$ -	\$ -	\$ 10,569.75
ICDC Staff - To Date (925-680.2)	\$ 211,497.52	\$ -	\$ -	\$ -	\$ 211,497.52
To Completion	\$ 104,511.75	\$ -	\$ -	\$ -	\$ 104,511.75
Locating & Establishing Drain (DEQ Permits - Fees, Part 301/303 & Part 31, Streamside, Modeling, Engineering)	\$ 283,466.52	\$ -	\$ -	\$ -	\$ 283,466.52
Permits (925-620.3)	\$ 44,883.10	\$ -	\$ -	\$ -	\$ 44,883.10
MDEQ Permit (925-620.7)	\$ 95,918.96	\$ -	\$ -	\$ -	\$ 95,918.96
MDEQ Engineering (925-620.27A)	\$ 129,882.00	\$ -	\$ -	\$ -	\$ 129,882.00
MDEQ Environmental Consultant (925-620.27B)	\$ 5,407.98	\$ -	\$ -	\$ -	\$ 5,407.98
MDEQ Legal (925-620.27C)	\$ 1,271.50	\$ -	\$ -	\$ -	\$ 1,271.50
To Completion	\$ 6,100.98	\$ -	\$ -	\$ -	\$ 6,100.98
Locating & Establishing Drain (Easements - Legal, Engineering, Acquisition, Title Searches, Recording Fees)	\$ 975,149.86	\$ -	\$ -	\$ -	\$ 975,149.86
Easement Acquisition & Research - Legal (925-620.32)	\$ 384,064.94	\$ -	\$ -	\$ -	\$ 384,064.94
Title Searches (925-620.16)	\$ 14,900.00	\$ -	\$ -	\$ -	\$ 14,900.00
Recording Fees (925-620.4)	\$ 627.00	\$ -	\$ -	\$ -	\$ 627.00
Appraisals (925-620.7)	\$ 2,447.50	\$ -	\$ -	\$ -	\$ 2,447.50
Easements - Engineering, Drafting, Surveying & Acquisition Costs - To Date (925-620.5)	\$ 356,971.11	\$ -	\$ -	\$ -	\$ 356,971.11
Easements - To Completion	\$ 216,139.31	\$ -	\$ -	\$ -	\$ 216,139.31
Locating & Establishing Drain (Wetland & Environmental Consulting, Habitat & Environmental Consulting)	\$ 1,314,291.94	\$ -	\$ -	\$ -	\$ 1,314,291.94
Wetland & Environmental Consulting (925-610.3)	\$ 1,282,706.19	\$ -	\$ -	\$ -	\$ 1,282,706.19
Habitat & Environmental Consulting (925-610.6)	\$ 25,834.74	\$ -	\$ -	\$ -	\$ 25,834.74
To Completion	\$ 5,750.00	\$ -	\$ -	\$ -	\$ 5,750.00
Locating & Establishing Drain (Watershed Mgmt., Water Testing/Sampling)	\$ 530,554.22	\$ -	\$ -	\$ -	\$ 530,554.22
Watershed Management (925-620.28)	\$ 16,210.25	\$ -	\$ -	\$ -	\$ 16,210.25
Watershed Management - To Completion	\$ 288.00	\$ -	\$ -	\$ -	\$ 288.00
Watershed Management Plan (925-620.30)	\$ 514,055.97	\$ -	\$ -	\$ -	\$ 514,055.97
Water Testing (925-620.37)	\$ 532,400.05	\$ -	\$ -	\$ -	\$ 532,400.05
Locating & Establishing Drain (Mapping & Utility Coordination/Relocation)	\$ 500,412.49	\$ -	\$ -	\$ -	\$ 500,412.49
Mapping (925-620.1)	\$ 500,412.49	\$ -	\$ -	\$ -	\$ 500,412.49
Copies of Plans (925-610.2)	\$ 6,559.24	\$ -	\$ -	\$ -	\$ 6,559.24
Miscellaneous (925-620.12)	\$ 5,376.25	\$ -	\$ -	\$ -	\$ 5,376.25
Utility Relocation (925-620.5)	\$ 15,419.00	\$ -	\$ -	\$ -	\$ 15,419.00
To Completion	\$ 4,633.07	\$ -	\$ -	\$ -	\$ 4,633.07
Locating & Establishing Drain (Watershed Mgmt., Testing, Mapping, Utilities)	\$ 1,062,954.27	\$ -	\$ -	\$ -	\$ 1,062,954.27
Locating & Establishing Drain	\$ 3,962,441.61	\$ -	\$ -	\$ -	\$ 3,962,441.61
3. Construction (Montgomery Drain - DNR AHG)	\$ 1,050,000.00	\$ -	\$ -	\$ -	\$ 1,050,000.00
MDNR Fisheries Grant Eligible Materials	\$ -	\$ -	\$ -	\$ -	\$ -
MDNR Fisheries Grant Eligible Construction	\$ 1,050,000.00	\$ -	\$ -	\$ -	\$ 1,050,000.00
Contract Price	\$ -	\$ -	\$ -	\$ -	\$ -
Construction (Montgomery Drain, Tree Clearing)	\$ 86,904.39	\$ -	\$ -	\$ -	\$ 86,904.39
Contract Price	\$ 86,904.39	\$ -	\$ -	\$ -	\$ 86,904.39
Construction (Montgomery Drain)	\$ 14,579,839.89	\$ 8,802,789.87	\$ -	\$ -	\$ 23,382,629.76
Division I (Contract Price) - Originally Described as "Red Cedar Stormwater Interception"	\$ 4,293,310.03	\$ -	\$ -	\$ -	\$ 4,293,310.03
Additional Maintenance Contract	\$ 74,000.00	\$ -	\$ -	\$ -	\$ 74,000.00
Division I Tree Clearing	\$ 46,000.00	\$ -	\$ -	\$ -	\$ 46,000.00
Emergency Log Jam Removal	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00
Division II (FD Estimate) - Originally Described as "Ranney Park Storm Water Treatment"	\$ 1,487,287.58	\$ -	\$ -	\$ -	\$ 1,487,287.58
Division III Base (Bid Price) - Originally Described as "Capacity Improvement"	\$ -	\$ -	\$ -	\$ -	\$ -
Division III Supplemental Bid 1 (Bid Price)	\$ -	\$ -	\$ -	\$ -	\$ -
Division III Supplemental Bid 2 (Bid Price)	\$ -	\$ -	\$ -	\$ -	\$ -
Division IV (Bid Price) - Originally Described as "In System Pipe Rehabilitation"	\$ 739,398.60	\$ 1,109,097.90	\$ -	\$ -	\$ 1,848,496.50
Division V (Bid Price) - Originally Described as "Water Quality Return System"	\$ 3,909,140.30	\$ -	\$ -	\$ -	\$ 3,909,140.30
Division VI (CD Estimate) - Originally Described as "Water Treatment Systems"	\$ -	\$ 1,025,000.00	\$ -	\$ -	\$ 1,025,000.00
Division VII (CD Estimate) - Originally Described as "Restoration and Finishing"	\$ 2,594,932.08	\$ -	\$ -	\$ -	\$ 2,594,932.08
Division VIII (CD Estimate From ENG) - Originally Described as "Prandora Hills"	\$ -	\$ 1,068,862.83	\$ -	\$ -	\$ 1,068,862.83
Division IX (Contract Price)	\$ 674,597.86	\$ -	\$ -	\$ -	\$ 674,597.86
Division IX CRJ Related Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Division IX (Permanent Headwall)	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 250,000.00
Division X (CD Estimate) "2021 Division 7 work"	\$ -	\$ 845,821.63	\$ -	\$ -	\$ 845,821.63
Division XII (CD Estimate) "2021 Division 2 work"	\$ -	\$ 2,987,983.53	\$ -	\$ -	\$ 2,987,983.53
Division XII Pathway Grant	\$ -	\$ 1,040,000.00	\$ -	\$ -	\$ 1,040,000.00
Bond Sale Savings	\$ 481,173.44	\$ -	\$ -	\$ -	\$ 481,173.44
Division XIV - Lighting	\$ -	\$ 726,023.96	\$ -	\$ -	\$ 726,023.96
Construction (Montgomery Drain - Misc., Fair Labor Monitoring)	\$ 34,235.62	\$ -	\$ -	\$ -	\$ 34,235.62
Construction (Montgomery Drain - Const. Admin., Const. Eng., Inspection, Surveying, Staking, Material Testing)	\$ 4,111,524.19	\$ 1,657,830.04	\$ -	\$ -	\$ 5,769,354.23
Construction (Montgomery Drain - Total)	\$ 19,862,504.09	\$ 10,460,619.91	\$ -	\$ -	\$ 30,323,124.00
Construction (City of Lansing - Lighting)*	\$ -	\$ -	\$ -	\$ -	\$ -
Construction (City of Lansing - Prandora Hills)*	\$ -	\$ -	\$ -	\$ -	\$ -
Construction (City of Lansing - sidewalks on Vine St. & Homer St.)*	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
Construction (City of Lansing - RCD)*	\$ 195,195.14	\$ -	\$ -	\$ -	\$ 195,195.14
Division I	\$ 195,195.14	\$ -	\$ -	\$ -	\$ 195,195.14
Division VII	\$ -	\$ -	\$ -	\$ -	\$ -
Division XI	\$ -	\$ -	\$ -	\$ -	\$ -
Construction (City of Lansing - Const. Admin., Const. Eng., Inspection, Surveying, Staking, Material Testing)*	\$ -	\$ -	\$ -	\$ -	\$ -
Construction (City of Lansing - Total)*	\$ 195,195.14	\$ 100,000.00	\$ -	\$ -	\$ 295,195.14
Construction (MDOT - MDOT Relief Branch)	\$ 1,061,710.91	\$ 2,847,772.58	\$ -	\$ -	\$ 3,909,483.49
Division III	\$ -	\$ -	\$ -	\$ -	\$ -
Division VA	\$ -	\$ 2,847,772.58	\$ -	\$ -	\$ 2,847,772.58
Division IX	\$ 1,061,710.91	\$ -	\$ -	\$ -	\$ 1,061,710.91
Construction (MDOT - CSO Relief)	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Only (MDOT)	\$ 1,061,710.91	\$ 3,859,357.63	\$ -	\$ -	\$ 4,921,068.54
Construction (MDOT - Const. Admin., Const. Eng., Inspection, Surveying, Staking, Material Testing)	\$ 324,143.51	\$ 990,000.00	\$ -	\$ -	\$ 1,314,143.51
Construction and Administration (MDOT - Total)	\$ 1,385,854.42	\$ 4,849,357.63	\$ -	\$ -	\$ 6,235,212.05
Division V - Continental Ferguson (Meter Station Panel Relocation)	\$ 7,587.31	\$ -	\$ -	\$ -	\$ 7,587.31
Division VII - Capital Area Transportation Authority (Bus Stop)	\$ 1,018.40	\$ -	\$ -	\$ -	\$ 1,018.40
Division VII - Board of Water and Light (Clippert Street Utility Improvements)	\$ 229,649.47	\$ -	\$ -	\$ -	\$ 229,649.47

Additional Bid Estimate		\$	-	\$	-	\$	-
Construction		\$	21,681,808.83	\$	15,409,977.54	\$	37,091,786.37
4.	Chapter 20 Board Proceedings	\$	5,000.00	\$	-	\$	5,000.00
5.	Publication & Mailing	\$	11,885.48	\$	-	\$	11,885.48
6.	Legal/Litigation	\$	1,026,906.23	\$	-	\$	1,026,906.23
7.	Interest and Borrowing Expenditures - To Date (Montgomery Drain portion)	\$	694,613.43	\$	-	\$	694,613.43
	Interest and Borrowing Expenditures - To Date (MDOT portion)	\$	-	\$	-	\$	-
	Interest and Borrowing Expenditures - To Date (Total)	\$	694,613.43	\$	-	\$	694,613.43
	Interest and Borrowing Expenditures - To Completion (Montgomery Drain portion)	\$	822,550.10	\$	790,000.00	\$	1,612,550.10
	Interest and Borrowing Expenditures - To Completion (City of Lansing portion)*	\$	13,927.42	\$	-	\$	13,927.42
	Interest and Borrowing Expenditures - To Completion (MDOT portion)	\$	-	\$	-	\$	-
	Interest and Borrowing Expenditures - To Completion (Total)	\$	836,477.52	\$	-	\$	836,477.52
	Estimated Interest Accrued Yet to Be Paid (Montgomery Drain Portion)	\$	315,714.32	\$	-	\$	315,714.32
	Estimated Interest Accrued Yet to Be Paid (MDOT Portion)	\$	-	\$	-	\$	-
	Estimated Interest Accrued Yet to Be Paid (Total)	\$	433,717.20	\$	-	\$	433,717.20
	Borrowing Expenditures - To Completion (City of Lansing Supplemental)	\$	580,000.00	\$	-	\$	580,000.00
	Interest and Borrowing Expenditures	\$	2,244,808.15	\$	790,000.00	\$	3,034,808.15
8.	Interest Revenue and Grant Proceeds	\$	(1,920,599.69)	\$	-	\$	(1,920,599.69)
	SUBTOTAL	\$	15,718,367.29	\$	16,199,977.54	\$	51,918,344.83
9.	Contingency (Montgomery Drain portion)	\$	3,229,138.49	\$	1,750,000.00	\$	4,979,138.49
	Contingency (City of Lansing portion)*	\$	692.74	\$	-	\$	692.74
	Contingency (MDOT portion)	\$	311,760.61	\$	311,760.61	\$	623,521.21
	Contingency (Total)	\$	3,541,591.84	\$	2,061,760.61	\$	5,603,352.44
TOTAL AMOUNT DRAIN PLUS SUPPLEMENTALS		\$	39,259,959.13	\$	18,261,738.15	\$	57,521,697.27
	City of Lansing - Supplemental Total*	\$	789,815.30	\$	100,000.00	\$	889,815.30
	MDOT Supplemental Total	\$	1,697,615.03	\$	5,161,118.24	\$	6,858,733.26
	Continental Ferguson	\$	7,587.31	\$	-	\$	7,587.31
	Capital Area Transportation Authority	\$	1,018.40	\$	-	\$	1,018.40
	Board of Water and Light	\$	229,649.47	\$	-	\$	229,649.47
Montgomery Drain Total Amount (for Benefit Derived)		\$	36,534,273.62	\$	13,000,619.91	\$	49,534,893.53
Estimate Before Bids (November 2018), \$34,890,742.42							
Project Funded To Date (July 21, 2020), \$36,534,273.62							
Unencumbered Cash On Hand (6/30/2022) = \$2.75 Million							

Montgomery Drain Change Orders

	Change Order #	Authorized Project Amount	Net Change	New Authorized Project Amount	Description
Division I	1	\$ 4,502,155.03	\$ 9,200.00	\$ 4,511,355.03	Addition of Flared End Sections
	2	\$ 4,511,355.03	\$ 15,275.00	\$ 4,526,630.03	Mulch Blanket
	3	\$ 4,526,630.03	\$ (153,805.24)	\$ 4,372,824.79	Change Order 003: Final As-Constructed Balancing of Quantities and C-350 Blanket Removal and Reseeding
	SUBTOTAL		\$ (129,330.24)		
Division II	1	\$ 1,487,287.58	\$ (52,993.79)	\$ 1,434,293.79	Grading Changes
	2	\$ 1,434,293.79	\$ -	\$ 1,434,293.79	Completion Date Changes
	3	\$ 1,434,293.79	\$ (4,610.00)	\$ 1,429,683.79	Quantity Modifications
	4	\$ 1,429,683.79	\$ 4,410.00	\$ 1,434,093.79	Quantity Modifications
	5	\$ 1,434,093.79	\$ 13,500.00	\$ 1,447,593.79	Quantity Modifications
	6	\$ 1,447,593.79	\$ (21,472.20)	\$ 1,426,121.59	Balancing Change Order
	7	\$ 1,426,121.59	\$ 650.00	\$ 1,426,771.59	Balancing Change Order
SUBTOTAL			\$ (60,515.99)		
Division V-A	1	\$ 2,249,493.50	\$ (93,702.50)	\$ 2,155,791.00	Remove Morgan Lane Metering Station
	2	\$ 2,155,791.00	\$ 3,000.00	\$ 2,158,791.00	Control Panel Changes
	3	\$ 2,158,791.00	\$ -	\$ 2,158,791.00	Increase In Electrical Service Capacity
	4	\$ 2,158,791.00	\$ 46,363.88	\$ 2,205,154.88	Ranney Park Metering Station Conduit
	5	\$ 2,205,154.88	\$ 7,587.31	\$ 2,212,742.19	Red Cedar #2 Metering Station Panel Changes (Paid for by RCD)
	6	\$ 2,212,742.19	\$ 128,870.00	\$ 2,341,612.19	Bulletin 7B for Force Main Operable State
	7	\$ 2,341,612.19	\$ 4,952.18	\$ 2,346,564.37	Repairing Damaged Electrical Conduit along Cascade Boulevard
	8	\$ 2,346,564.37	\$ 2,847,722.58	\$ 5,194,336.95	Adding items for 60 inch MDOT Relief Branch
Pending Draft	SUBTOTAL		\$ 2,944,843.45	(Includes \$7,587.31 for Continental Ferguson Funded Panel Change)	
Division V-B	1	\$ 1,846,746.70	\$ 47,250.00	\$ 1,893,996.70	Adding new items for 4" Ductile Crossing at Cascade and Michigan Intersection
	SUBTOTAL		\$ 47,250.00		
Division VI	1	\$ 2,367,367.59	\$ 37,664.40	\$ 2,405,031.99	Plan and Quantity Updates for Construction
	2	\$ 2,405,031.99	\$ -	\$ 2,405,031.99	VOID Change Order
	3	\$ 2,405,031.99	\$ 51,586.27	\$ 2,456,618.26	Quantity Modification and LBWL Water Main Updates
	4	\$ 2,456,618.26	\$ 12,242.85	\$ 2,468,861.11	Quantity Modification and Additional Work Items
	5	\$ 2,468,861.11	\$ 198,244.15	\$ 2,667,105.26	LBWL Changes
	6	\$ 2,667,105.26	\$ 8,496.75	\$ 2,675,602.01	LBWL Changes
SUBTOTAL			\$ 308,234.42	(Includes \$229,649.47 for BWL Funded Clippert Street Utility Improvements, and \$1,018.40 for CATA Funded Bus Stop)	
Division IX	1	\$ 1,259,349.31	\$ 12,197.37	\$ 1,271,546.68	SESC Updates
	2	\$ 1,271,546.68	\$ 97,528.11	\$ 1,369,074.79	MDOT CSO Relief Branch
	3	\$ 1,369,074.79	\$ 4,714.10	\$ 1,373,788.89	MDOT CSO Relief Branch Sidewalk Replacement
	4	\$ 1,373,788.89	\$ 29,954.30	\$ 1,403,743.19	MDOT Relief Branch Outlet into Pond
	5	\$ 1,403,743.19	\$ 18,035.00	\$ 1,421,778.19	Montgomery Drain Outlet into Open Channel Design Change
	6	\$ 1,421,778.19	\$ 33,164.10	\$ 1,454,942.29	Contaminated Soil Removal and Remediation
	7	\$ 1,454,942.29	\$ 7,200.17	\$ 1,462,142.46	DRAFT Balancing Change Order
	8	\$ 1,454,942.29	\$ 359,838.83	\$ 1,814,781.12	MDOT Michigan Ave 60 inch Storm Sewer Crossing (MDOT = \$340,280.32)
	9	\$ 1,814,781.12	\$ 18,950.00	\$ 1,833,731.12	Bagged Headwall Reinforcement
SUBTOTAL			\$ 581,581.98		
TOTAL			\$ 3,692,063.62		

Montgomery Drain Project Construction Totals:							
Division	Funded Amount	Awarded Project Amount	Bid Date	Change Order Net Change	Current Project Amount	Division Balance	Description of Change Orders
Division I - Red Cedar Treatment Pond and Outlet Improvements	\$ 4,293,310.03	\$ 4,502,155.03	2/24/2020	\$ (129,330.24)	\$ 4,372,824.79	\$ (0.02)	-Change in Pond Inlet -Additional SESC Measures -Balancing Change Order
Division II - Ranney Park Phase I	\$ 1,487,287.58	\$ 1,487,287.58	5/15/2020	\$ (60,515.99)	\$ 1,426,771.59	\$ -	-Grading Changes -Quantity Changes -Balancing Change Order
Broken into 2 sub-divisions Division V-A - Force Main, Metering Stations, and MDOT Improvements (Draft Change Order)	\$ 6,616,046.78	\$ 2,249,493.50	5/20/2020	\$ 2,944,843.45	\$ 5,194,336.95	\$ 2,915,915.06	-Removal of Metering Station -Electric/Controls Changes (\$7,587.31) -Temporary Outlet -Conduit Changes/Repairs -MDOT Capacity Improvements Added
Division V-B - Pump Station		\$ 1,846,746.70	5/20/2020	\$ 47,250.00	\$ 1,893,996.70	\$ 178,556.46	-Force Main for Future Connection
Division VII - Low Impact Design Phase I	\$ 2,825,599.95	\$ 2,367,367.59	5/28/2020	\$ 308,234.42	\$ 2,675,602.01	\$ 97,066.00	-Quantity Changes -LBWL Water Main Work (\$229,649.47) and CATA (\$1,018.40)
Division IX - Drain and MDOT Improvements	\$ 1,263,831.94	\$ 1,259,349.31	11/25/2019	\$ 581,581.98	\$ 1,833,731.12	\$ 30,287.36	-Additional SESC Measures -MDOT CSO Relief Branch Added -Open Channel Inlet/Outlet Changes/Repairs -Contaminated Soil Remediation -MDOT Branch Added
Division XIII - River Restoration	\$ 1,050,000.00	\$ -	Not Bid Yet	\$ -	\$ -	\$ 1,050,000.00	-Not Yet Started
Total:	\$ 17,536,076.28	\$ 13,712,399.71		\$ 3,692,063.62	\$ 17,397,263.16	\$ 3,221,824.86	

Montgomery Drain Project Funding Gap Construction Totals:						
Division	Original Budget Amount	Bid/Estimate Amount	Bid Date	Bid Status	Current Estimated Amount	Notes
Division III - Capacity Improvements	\$ 7,461,983.78	\$ 11,043,939.76	4/6/2020	Rejected Bid - NOT TO BE REBID		Some work scope reduced from Montgomery Project, other work moved
Division IV - Pipe Rehabilitation	\$ 739,398.60	\$ 739,398.60	5/20/2020	Expired	\$ 1,109,097.90	
Division VI - Water Quality Plazas	\$ 500,000.00	\$ 973,963.95	4/20/2021	Expired - TO BE REBID	\$ 1,025,000.00	
Division VIII - Frandora Hills	\$ 430,000.00	\$ 994,415.61	5/5/2021	Expired - TO BE REBID	\$ 1,068,862.83	
Division X - Low Impact Design Phase II	\$ 650,000.00	\$ 815,720.38	5/14/2021	Expired - TO BE REBID	\$ 845,821.65	Some work moved to other divisions
Division XII - Ranney Park Phase II	\$ 1,665,000.00	\$ 4,352,983.53	5/12/2021	Expired - TO BE REBID	\$ 2,987,983.53	Work scope reduced from Montgomery Project
Division XII - Path Grants	\$ -	\$ -		Not Bid Yet	\$ 1,040,000.00	Work scope reduced from Montgomery Project
Division XIV - Lighting	\$ 750,000.00	\$ 726,023.96	Not Bid Yet	Estimated by Lighting Consultant	\$ 726,023.96	
Total:	\$ 12,196,382.38	\$ 19,646,445.79			\$ 8,802,789.87	

Additional requested Information

08/02/2022

- *If no more money is found, and you are forced to make do with what you already have, how would you employ the funds? What would be cut, what would be deferred, and how would the system function and look?*

It is crucial to understand that the project goals are not going to be met without additional funds and portions of the project will remain unfinished and become at risk of deterioration. Some work that has been completed already will have little to no value in stormwater treatment if the project did not receive additional funds, like all work done for Division 2 in Ranney Park in 2020 and some of the work in Division 7 for the construction of the Low-Impact Design infrastructure. The main storm sewer infrastructure for both Divisions 2 and 7 was constructed in these other divisions, but that will have very little value towards water quality without additional funds because both divisions anticipated a 2nd phase of work to complete and finish the items that were originally constructed within these first phases of work. Without additional funding the project will wrap up ongoing construction and close out existing contracts. No new work is planned given existing funding levels. Remaining funds will be used for future maintenance costs.

- *Where are you looking for additional money? What are the prospects? What events would be required to make the funds forthcoming, and who are the decision makers?*

We have looked at the state, federal and local levels for additional funds and the prospects are not good outside of locally available ARP money and additional assessments. If there was a concerted effort by local politicians to contact legislators at the state and federal level there is a small possibility of getting funds in future fiscal years, but that becomes problematic due to project timing.

POSSIBLE FUNDING SOURCES FOR MONTGOMERY DRAIN

- American Rescue Plan Act (ARPA) - Signed into law on March 11, 2021, bringing \$10.3 billion into Michigan
 - Funding is delivered through local government – Ingham County and City of Lansing, East Lansing & Lansing Township need to appropriate dollars for this project
- State Budget Line Items – 2022-2023 State Budget is being approved right now
 - State Senators and Representatives can include a line item in appropriations bills to include dollars for this project
 - It should be noted that although this is a ‘possible’ funding source, it is unlikely that funding would be received through this means without substantial local political efforts.
- State Revolving Fund dollars - \$1.9 Billion approved for water infrastructure projects by the state on April 12, 2022
 - Project should be eligible for these funds but not until 2023-2024 due to current administrative deadlines
 - It should be pointed out that these revolving fund dollars are not direct payments and are almost always given out as low-interest loans that the communities will still need to pay back.
- Congressional Budget Requests – Line item earmarks
 - Senators Peters, Stabenow and Congresswoman Slotkin are able to request additional funding for this project in budget negotiations
 - In the Spring of 2023 we applied for FY23 Community Project Funds to Rep. Slotkin and on May 4th, 2022 we received notice back from her office that the Montgomery Drain project was not selected for funding.

- Bonding – additional funds can be provided through bonding which would increase the cost to local units of governments who may pass this cost through assessments on residents
 - Approval of the Montgomery Drain Drainage Board is needed to add additional funds through an increase in the local units of governments assessment to the project.
- *If the Board of Commissioners ponies up some money, what exactly changes as far as the look-and-feel of the project? Imagine we would consider a range of contribution sizes - what do we get in exchange for larger or smaller amounts?*

The project has gone through substantial evolution to cut costs to arrive at the amount that is currently needed. The project could meet its goals with as little as \$10 million, though the full amount of \$13 million is needed to proceed with all planned components remaining in the project. The drain commissioner has considered reducing the lighting commitments in an effort to save money but that will require negotiation with several parties which has not already been completed. See the attached “Status of Construction 8/02/2022” letter detailing the additional work still to be done on the project.

- *If the Board elects to construct the pathways, how much money will be required? What would the timetable be?*

The request is for \$995,000 and is more specifically outlined in the Memorandum and Exhibit from the City of Lansing that was presented to the Ingham County Parks Board in June. This would be treated as a separate project and is ready to be bid for construction once funding is available. However, for the work on Ranney Park there are some efficiencies gained if the paving is coordinated with the anticipated Montgomery Drain project work taking place in 2023 on that site.

The new pathways will connect the Lansing River Trail to Michigan Ave, Michigan State University and it will install a new pedestrian crossing to cross Michigan Ave. at Morgan Ln. (as part of the City’s work to reconstruct the new intersection). The work would install pathways around the west and east sides of northern Ranney Park to connect to a new pathway already constructed along the west edge of the southern ½ of Ranney Park. When all the work is completed, it will connect the Lansing River Trail to main non-motorized transportation pathways from the City of East Lansing along Coolidge Rd., E. Grand River and E. Saginaw St. The Board of Commissioners approved this Parks and Trails Millage request by the City of Lansing on July 26th, 2022.

Status of Construction

The Montgomery Drain Project delivers the key elements of the Chapter 20 Board's direction to satisfy the executed Drain Petition. It rehabilitates the pipes in the existing stormwater collection system and adds new elements which capture and treat polluted water, resulting in cleaner water being discharged to the Red Cedar River.

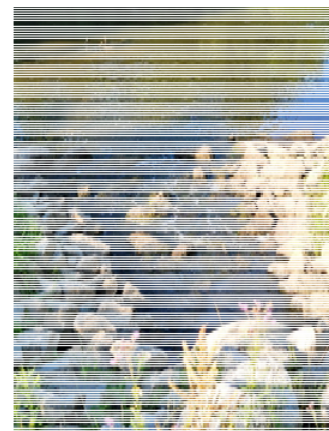
Two multi-year studies (performed by different consultants) identified a host of pollutants present at levels of concern in the drain. The drain project established improvement goals of pollution removal and system rehabilitation and in response to this pollution analysis a storm water recirculation system was designed to work in conjunction with a treatment train of rain-gardens and ponds. These also add capacity to help manage localized flooding in conjunction with the addition of a new branch of the drain. The storm sewer throughout the system was televised and analyzed and selective pipe rehabilitation was designed to extend the life of the system while minimizing the impact on traffic in the area.

The work completed to date has already shown improvement in the water quality, but we still have a long way to go. The ponds, several rain-gardens, and the pump station and force main for the recirculation system have been constructed, but several of the outlets for it have not been. Rehabilitation work still needs to be completed throughout the service area, and specific pieces required by contractual agreement are still yet to be done. Without funding for the final pieces the project will remain visibly unfinished and pollution will continue to reach the river.

The Red Cedar Pond over a period of 4 days after a large rain/flooding event in August 2021



Preliminary water quality testing of the effluent in 2021 shows considerable reduction in E. coli, well below the TMDL limit for the Middle Grand River and Red Cedar River, and the drain outlets into the river are visibly less dirty. Initial water quality improvement is encouraging; however the full treatment system has not yet been completed.



For a breakdown of the work already completed, see the end; a breakdown of the remaining work is as follows:

1. Division IV: Pipe Rehabilitation

Division IV involves lining over four thousand feet of cracked and failing pipes and heavy-duty cleaning and clearing in specific locations to remove built up debris throughout the service area from Michigan Avenue to Chester Street. Several of the pipes are reaching their end of life and are developing cracks and showing signs of their age. By lining instead of replacing these pipes we can extend their useful life in a cost-effective manner without the need to dig them up and replace them, which minimizes impact to traffic and businesses. Leaving them in place as is will lead to eventual pipe failure and collapse which will cause flooding and dangerous sinkholes and require costly emergency repairs. This work is estimated to be \$1,110,000.



2. Division VI: Storm Water Plazas

Division VI will see the construction of two water quality plazas in Michigan Avenue. This work is important for the project to meet its water quality requirement, as well as to finish the intersection area currently being constructed by the Red Cedar development and the City of Lansing. This area will look unfinished if this work is not completed. One of the significant water quality issues in the Montgomery Drain is low levels of dissolved oxygen. Nearly all aquatic organisms require dissolved oxygen to live. Low oxygen levels mean that fish and other aquatic organisms can't survive. These plazas take water from the previously built recirculation system and release it across several stepped weirs to provide a wide surface area and turbulence to help oxygenate the water. The water will then flow into already constructed rain-gardens where biological uptake and filtration will remove pollutants from the stormwater. This work is estimated to be \$1,050,000

3. Division VIII: Frandora Hills Rehabilitation

This division covers the repair or replacement of old and failing pipes in the Frandora Hills residential subdivision. Many of the storm sewer pipes in Frandora Hills are reaching their end of life and are cracked and failing and beginning to collapse. This division replaces the worst pipes and lines some of



the others to extend their useable life. Leaving them as is will lead to pipe failure which will cause flooding and could lead to sinkholes under the street and will require expensive emergency repair. Also included are 2 rain-gardens to help capture and treat runoff. The work is planned to be done in conjunction with a City of Lansing sanitary sewer replacement project to share costs for traffic control and restoration. The city will be unable to complete its project without Division VIII. The estimate for the drain portion of work is \$1,070,000.

4. Division X: Low impact Design phase II

The second phase of low impact design work establishes animal habitats and plant life in the rain-gardens and the ponds already constructed on the project. This is specialty work which will increase the functionality of the LID features previously installed and prevent it from failing to meet the water quality goals of the project. Without this work the LID elements built in phase I will have a diminished treatment capacity and will fail before the end of their designed lifecycle. This division is estimated at \$846,000.

5. Division XII: Ranney Park Phase II

Construction of treatment system components at Ranney Park as designed at the upper end of the treatment circulation system. This includes the construction of a water quality wall and aeration stream. This must be done to achieve the water quality benefit outlined in the petition requirements. Failing to build this will significantly reduce the treatment efficacy of the drain and will make the goal of removing 50,000-70,000 lbs of pollution annually impossible. This division is estimated at \$3,030,000.

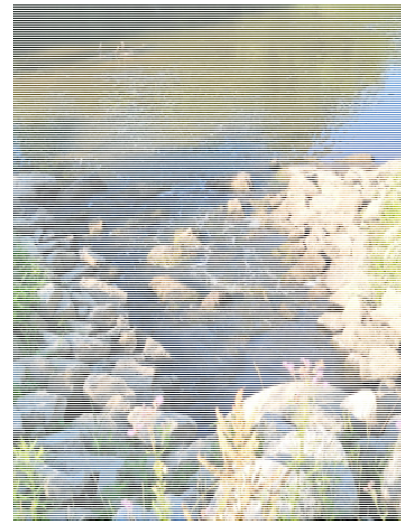
6. Division XIV: Lighting

This division will install lighting along the paths throughout the project. It was negotiated with the City of Lansing in exchange for city drain right of way along paths. Estimated at \$726,000. This must be done to meet contractual requirements of the easements granted for the project. If this division is not completed the drain will have legal obligations to address.

The project has constructed the following to date:

1. Division I: The Red Cedar Pond

The Red Cedar Pond is a large pond at the downstream end of the drain service area that acts as a final staging point before the stormwater discharges to the Red Cedar River. The pond takes advantage of vegetation nutrient uptake and filtration and natural settling for pollutant removal and also acts as the intake source for the stormwater recirculation system. The pond also added storage capacity to the drainage system. During construction over 12,000 cubic yards of contaminated soil were removed from the floodway zone.





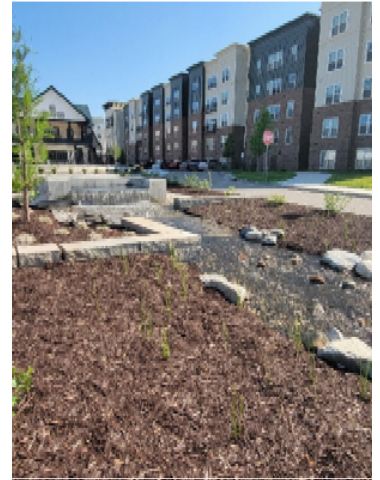
2. Division 2: Ranney Park

A series of ponds were constructed in Ranney Park that, similar to the Red Cedar Pond, take advantage of vegetation nutrient uptake and filtration and natural settling for pollutant removal. The ponds also added storage capacity to the drainage system.



3. Division V: Stormwater Recirculation System

A recirculation system has been designed to cycle water from the Red Cedar Pond up to several different locations throughout the service area, allowing the stormwater to continuously flow through a treatment train of filtration, settling, mixing, and plant uptake for increased water quality. Division V saw the construction of the pump station, force main, and metering stations that moves and regulates the water flow at each location, but did not construct the outlets. The Red Cedar Development in conjunction with the Montgomery Drain has constructed several minor outlets that help oxygenate the water (See example image).

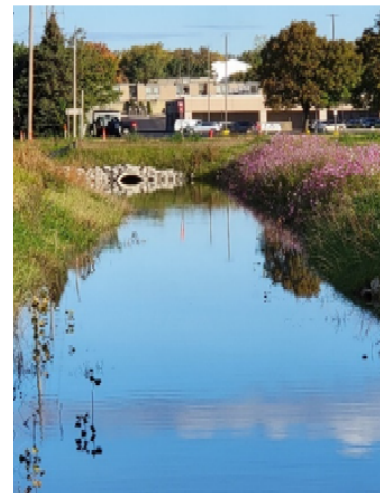


4. Division VII: Low Impact Design Phase I

Several vegetated retention areas or rain-gardens have been constructed throughout the service area with cooperation from several landowners. These areas act as the first step in the treatment train for some of the stormwater, filtering out debris and pollutants and allowing for increased ground infiltration and storage, lessening the immediate flooding impact of high-volume rainstorms.

5. Division IX: Drain and MDOT Improvements

Just north of the Red Cedar Pond, a section of the 2 main pipes that discharged all the water from the Montgomery Drain to the Red Cedar River were daylighted into an open channel. The open channel adds storage capacity to the system and provides further plant uptake pollutant removal capability. The construction of this channel also resulted in the removal of an additional 1,000 cubic yards of contaminated soil. In addition to the open channel, Division IX also included the first phase of the construction of an additional storm sewer branch (paid for by MDOT) that once it is completed will help relieve some of the system upstream by providing a different path for the stormwater that crosses the freeway. It also included the removal of a sanitary overflow.



Without completion of the remaining divisions the agreed upon project performance will not be met as stated in the “Alternatives Analysis” published in 2018, this project continues to be the lowest cost approach to meet the requirements of the drain petition.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ALLOCATE \$1,000,000 IN AMERICAN RESCUE PLAN FUNDS TO THE MONTGOMERY DRAIN MAINTENANCE AND IMPROVEMENT PROJECT

WHEREAS, on June 3, 2014, a petition was submitted by the City of Lansing and Ingham County to address public health, pollution, and flooding problems; and

WHEREAS, the Montgomery Drain Drainage Board found the Drain Project necessary for public health on July 15, 2014; and

WHEREAS, the Montgomery Drain, originally established in 1906, serves the largely commercial area near the City of Lansing's eastern edge where US-127 intersects with major thoroughfares of Grand River Avenue, Saginaw Highway, Michigan Avenue, and Kalamazoo Street; and

WHEREAS, the Drain Project's targeted low impact design maximizes the use of existing infrastructure within the system while adding storage capacity where needed, providing a water quality "treatment train" consisting of various facilities to significantly reduce the estimated 50,000-75,000 pounds of pollutants conveyed through the Montgomery Drain into the Red Cedar River on a yearly basis; and

WHEREAS, the construction of the Drain Project includes repair, replacement, and improvement of existing critical infrastructure serving residents and businesses adversely affected by COVID-19; and

WHEREAS, construction of the Drain Project is in progress, and involves ongoing bidding of over 13 separate construction divisions, with the bidding environment being extremely volatile due to labor and supply chain issues directly impacted by the COVID-19 pandemic; and

WHEREAS, the relief being sought herein relates specifically to urgent stormwater infrastructure in the Frandora Hills subdivision that must be addressed this year in conjunction with work performed for the City of Lansing in the same locations in order to repair failed storm sewers, sanitary sewers, and roads; and

WHEREAS, the relief being sought also relates to critical stormwater relief connections for the City of East Lansing required to reduce combined sewage flooding of public and private lands; and

WHEREAS, on March 11, 2021, the H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became a law; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

WHEREAS, Section 603(c)(1)(D) of the American Rescue Plan provides that an eligible use of funds includes investments in water, sewer, or broadband infrastructure, for which the Montgomery Drain Project qualifies; and

WHEREAS, the national labor and material shortages and resulting cost increases have negatively affected the Montgomery Drain and the Drainage Board's ability to cost effectively complete the maintenance and improvement of the Drain Project determined necessary for the protection of the public health of the City of Lansing, the City of East Lansing, and Lansing Charter Township.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding from Ingham County's allocation from the American Rescue Plan in an amount not to exceed \$1,000,000 to assist in the completion of the maintenance and improvement of the Montgomery Drain necessary for the protection of the public health of the City of Lansing, the City of East Lansing, and Lansing Charter Township.

TO: County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: July 29, 2022

RE: Resolution to Authorize an Agreement Extension with Teachout Security for Unarmed Security Guard Services at Multiple Ingham County Facilities and Rescind Resolution 22-254

For the meeting agendas of: August 16 & 17

BACKGROUND

The Facilities Department is requesting to rescind Resolution #22-254, which was for unarmed security services with Securitas Security Services. The terms of the agreement could not be agreed upon and it was advised to not go forward by the County Attorney. Therefore, the Facilities Department is requesting to extend the agreement with Teachout Security for one additional year. Teachout Security has agreed to hold their current hourly bill rate of \$23.76 plus the living wage increase in 2023.

ALTERNATIVES

The alternative would be to not go forward with security services leaving staff and elected officials at risk.

FINANCIAL IMPACT

Funds are available in the appropriate 931100 maintenance contractual line items.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a contract extension for one year with Teachout Security for uniformed unarmed security guard services at several county facilities.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT EXTENSION WITH TEACHOUT SECURITY
FOR UNARMED SECURITY GUARD SERVICES AT MULTIPLE INGHAM COUNTY FACILITIES
AND RESCIND RESOLUTION #22-254**

WHEREAS, the Facilities Department is requesting to rescind Resolution #22-254 for unarmed security guard services with Securitas Security Services as the terms of the agreement could not be agreed upon; and

WHEREAS, the Facilities Department is requesting to extend the agreement with Teachout Security for one additional year; and

WHEREAS, Teachout Security has agreed to hold the current hourly bill rate of \$23.76 plus the living wage increase in 2023; and

WHEREAS, the Facilities Department recommends extending the agreement with Teachout Security, for unarmed security guard services at multiple Ingham County facilities; and

WHEREAS, funds are available in the appropriate maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement extension with Teachout Security, regional office located at 6920 South Cedar Street Suite 11, Lansing, Michigan, 48911, and corporate offices at 2348 Stone Bridge Drive Flint, Michigan 48532, for unarmed security guard services at multiple Ingham County facilities at the current hourly bill rate of \$23.76 plus the 2023 living wage increase.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby rescinds Resolution #22-254 to authorize an agreement with Securitas Security Services USA, Inc. for unarmed security services at multiple County facilities.

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.

TO: County Services and Finance Committees

FROM: Andrew Dunn, Director of Operations ICRD

DATE: August 2, 2022

SUBJECT: Proposed Resolution Authorizing a Contract for Propane supplied and delivered to the Road Department

BACKGROUND

The purpose of this memorandum is to request approval to purchase propane from Avery Oil & Propane that will be supplied and delivered to the Ingham County Road Department's (ICRD) Eastern District Garage located at 1335 E. Howell Road, Williamston, Michigan 48895. The contract to provide propane fuels to the ICRD will be effective for a three (3) year period with an option for a two (2) year extension. The ICRD annually purchases 15,000 gallons of propane for heating the Eastern District Garage.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The ICRD budget includes sufficient funds to cover the cost associated with this contract.

Bids for propane were solicited and evaluated by the Ingham County Purchasing Department for Invitation to Bid (ITB) #69-22 as shown below and per the Memorandum of Performance.

Vendor Name	Local	Year 1	Year 2	Year 3	Grand Total	Annual Inspection	Repair Cost/Hr
Avery Oil	Yes	\$22,350	\$21,750	\$20,250	\$64,350	\$0.00	\$75.00
Webster Garner	No	\$23,040	\$21,450	\$19,890	\$64,470	\$200	\$100

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

I recommend that the Committees approve the attached resolution to authorize a contract with Avery Oil & Propane for heating at the ICRD's Eastern District Garage.

Agenda Item 13a

TO: Andrew Dunn, Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: July 26, 2022

RE: Memorandum of performance for ITB No. 69-22: Propane for Eastern Garage

Per your request, the Purchasing Department sought bids from experienced and qualified vendors for the purpose of entering into a contract to provide propane fuels to the Ingham County Road Department for a three (3) year period with an option for a two (2) year extension.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	18	3
Vendors responding	2	1

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

Vendor Name	Local Preference	Total Year 1	Total Year 2	Total Year 3	Grand Total (All 3 Years)	Annual Inspection	Repair Cost / Hour plus parts
Avery Oil	Yes, Mason	\$22,350.000	\$21,750.000	\$20,250.000	\$64,350.000	\$0.00	\$75.00
Webster Garner	No, Clio MI	\$23,040.000	\$21,540.000	\$19,890.000	\$64,470.000	\$200.00	\$100.00

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the ITB; 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 the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR
PROPANE SUPPLIED AND DELIVERED TO THE INGHAM COUNTY ROAD DEPARTMENT**

WHEREAS, the Ingham County Road Department requires propane to be supplied and delivered to the Eastern District Garage located at 1335 E. Howell Road, Williamston, Michigan 48895 for heating water and the building (collectively, the “Heating Services”); and

WHEREAS, the Ingham County Purchasing Department recently released bid packet #69-22 and received competitive bid proposals for these heating services for the next three-year period with a two-year renewal option, beginning from date of service contract execution; and

WHEREAS, bids for supplied and delivered propane for the Eastern Garage were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to award the contract to the lowest qualified bidder, Avery Oil & Propane for \$64,350 for the three-year contract item; and

WHEREAS, the Road Department budget includes sufficient funds to cover the cost associated with this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid, and authorizes entering into a contract with Avery Oil & Propane located at 402 North St, Mason, Michigan for propane to be supplied and delivered to the Ingham County Road Department per bid packet #69-22 with a total estimated cost of \$64,350 for the three-year period, with a two-year renewal option, plus \$75.00 per hour on labor for any required repairs, beginning from date of service contract execution.

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

TO: County Services and Finance Committees

FROM: Andrew Dunn, Director of Operations ICRD

DATE: August 2, 2022

SUBJECT: Proposed Resolution Authorizing a Contract for Liquid De-Icing Corrosion Inhibited Solution for the Road Department

BACKGROUND

The purpose of this memorandum is to request the approval to purchase de-icing corrosion inhibited solution from MBH Trucking and Chloride Solutions that will be supplied and delivered to Ingham County Road Department (ICRD) district garages on an as-needed basis. The contract will be effective for a three-year period with an option for a two-year extension. The ICRD annually purchases approximately 12,000 gallons of liquid de-icing solution for use in winter maintenance operations.

Bids were sought per Invitation to Bid (ITB) #104-22 from experienced and qualified vendors for the purpose of furnishing de-icing solution to all three ICRD district garages for a period of three years with an option for a two-year extension. The bids were received and evaluated by the Purchasing Department as detailed in the attached Memo of Performance. The Purchasing Department and ICRD are in concurrence to award the contract to the lowest qualified bidder.

The table below summarizes the bid results to provide de-icing solution to the three district garages over a three-year period.

Vendor Name	Local Preference	Three Year Aggregate Total for Three District Garages
MBH Trucking and Chloride Solutions	Yes	\$44,400
Corrigan Environmental Solutions	No	\$45,880
E. Brookmyer, Inc. d/b/a: Bare Ground	No	\$54,000
Northern Michigan Dust Control	No	\$63,000

ALTERNATIVES

The alternative is to not use any de-icing solution for winter maintenance.

FINANCIAL IMPACT

The ICRD budget includes sufficient funds for this contract.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

I recommend that the approval of the attached resolution to authorize a contract with MBH Trucking and Chloride Solutions for the purchase of de-icing solution.

Agenda Item 13b

TO: Andrew Dunn, Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: July 27, 2022

RE: Memorandum of performance for ITB No. 104-22 De-Icing Corrosion Inhibited Solution

Per your request, the Purchasing Department sought bids from experienced and qualified vendors for the purpose of furnishing de-icing solution to all three (3) Ingham County Road Department garages for a period of three (3) years with an option for a two (2) year extension.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	20	2
Vendors responding	4	1

The following grid is a summary of the vendors' costs on the following page.

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the ITB; 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.

SUMMARY OF VENDORS' COSTS:

Vendor Name	Local Preference	Western District Garage Total for 3 Years	Metro District Garage Total for 3 Years	Eastern District Garage Total for 3 Years	Grand Total
		Est. 2,000± Gallons per year	Est. 2,000± Gallons per year	Est. 8,000± Gallons per year	All 3 Years
MBH Trucking / Chloride Solutions	Yes, Webberville MI	\$7,400.00	\$7,400.00	\$29,600.00	\$44,400.00
Corrigan Environmental Solutions	No, Whitmore Lake, MI	\$8,340.00	\$8,340.00	\$29,200.00	\$45,880.00
E. Brookmyer, Inc. d/b/a: Bare Ground	No, Framingham MA	\$9,000.00	\$9,000.00	\$36,000.00	\$54,000.00
Northern Michigan Dust Control LLC	No, Gaylord, MI	\$10,500.00	\$10,500.00	\$42,000.00	\$63,000.00

VENDOR NAME: MBH Trucking / Chloride Solutions			Local Preference: Yes, Webberville MI	
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Western District Garage	2,000± Gallons	\$1.10	\$1.25	\$1.35
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$2,200.00	\$2,500.00	\$2,700.00
Western Garage Total for 3 Years:				\$7,400.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Metro District Garage	2,000± Gallons	\$1.10	\$1.25	\$1.35
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$2,200.00	\$2,500.00	\$2,700.00
Metro District Garage Total for 3 Years:				\$7,400.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Eastern District Garage	2,000± Gallons	\$1.10	\$1.25	\$1.35
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$8,800.00	\$10,000.00	\$10,800.00
Eastern District Garage Total for 3 Years:				\$29,600.00
MBH Trucking / Chloride Solutions GRAND TOTAL - ALL THREE (3) LOCATIONS FOR 3 YEARS:				\$44,400.00

VENDOR NAME: Corrigan Environmental Solutions		Local Preference: No, Whitmore Lake MI		
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Western District Garage	2,000± Gallons	\$1.20	\$1.38	\$1.59
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$2,400.00	\$2,760.00	\$3,180.00
Western Garage Total for 3 Years:				\$8,340.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Metro District Garage	2,000± Gallons	\$1.20	\$1.38	\$1.59
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$2,400.00	\$2,760.00	\$3,180.00
Metro District Garage Total for 3 Years:				\$8,340.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Eastern District Garage	2,000± Gallons	\$1.05	\$1.21	\$1.39
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$8,400.00	\$9,680.00	\$11,120.00
Eastern District Garage Total for 3 Years:				\$29,200.00
Corrigan Environmental Solutions GRAND TOTAL - ALL THREE (3) LOCATIONS FOR 3 YEARS:				\$45,880.00

VENDOR NAME: E. Brookmyer, Inc. d/b/a: Bare Ground		Local Preference: No, Framingham MA		
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Western District Garage	2,000± Gallons	\$1.50	\$1.50	\$1.50
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$3,000.00	\$3,000.00	\$3,000.00
Western Garage Total for 3 Years:				\$9,000.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Metro District Garage	2,000± Gallons	\$1.50	\$1.50	\$1.50
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$3,000.00	\$3,000.00	\$3,000.00
Metro District Garage Total for 3 Years:				\$9,000.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Eastern District Garage	2,000± Gallons	\$1.50	\$1.50	\$1.50
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$12,000.00	\$12,000.00	\$12,000.00
Eastern District Garage Total for 3 Years:				\$36,000.00
E. Brookmyer, Inc. d/b/a: Bare Ground GRAND TOTAL - ALL THREE (3) LOCATIONS FOR 3 YEARS:				\$54,000.00

VENDOR NAME: Northern Michigan Dust Control		Local Preference: No, Gaylord MI		
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Western District Garage	2,000± Gallons	\$1.75	\$1.75	\$1.75
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$3,500.00	\$3,500.00	\$3,500.00
Western Garage Total for 3 Years:				\$10,500.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Metro District Garage	2,000± Gallons	\$1.75	\$1.75	\$1.75
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$3,500.00	\$3,500.00	\$3,500.00
Metro District Garage Total for 3 Years:				\$10,500.00
DELIVERY LOCATION:	Estimated Quantity / Yr.	Price/Gallon: Year 1	Price/Gallon: Year 2	Price/Gallon: Year 3
Eastern District Garage	2,000± Gallons	\$1.75	\$1.75	\$1.75
		Grand Total: Year 1	Grand Total: Year 2	Grand Total: Year 3
		\$14,000.00	\$14,000.00	\$14,000.00
Eastern District Garage Total for 3 Years:				\$42,000.00
Northern Michigan Dust Control GRAND TOTAL - ALL THREE (3) LOCATIONS FOR 3 YEARS:				\$63,000.00

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR LIQUID DE-ICING
CORROSION INHIBITED SOLUTION**

WHEREAS, the Ingham County Road Department annually purchases approximately 12,000 gallons of liquid de-icing solution for use in winter maintenance operations; and

WHEREAS, the Ingham County Purchasing Department recently released bid packet #104-22 and received competitive bid proposals for liquid de-icing corrosion inhibited solution for a three-year period, beginning from date of contract execution, with the option for a two-year extension; and

WHEREAS, bids for liquid de-icing corrosion inhibited solution were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to award this contract to the lowest qualified bidder and purchase liquid de-icing corrosion inhibited solution on an as-needed, unit price basis from MBH Trucking and Chloride Solutions; and

WHEREAS, the Road Department budget includes sufficient funds for this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a contract with MBH Trucking and Chloride Solutions, located at 672 N. M-52, Webberville, MI 48892 for the purchase of liquid de-icing corrosion inhibited solution on an as-needed, unit price basis for a three-year period, beginning from the date of contract execution, with the option for a two-year extension, at the rates detailed in their proposal response to ITB #104-22.

BE IT FURTHER RESOLVED, that the Ingham County Purchasing Department is hereby authorized to execute purchase orders with MBH Trucking and Chloride Solutions to purchase liquid de-icing corrosion inhibited solution as needed and budgeted, on behalf of the Ingham County Road Department.

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

Agenda Item 13c

TO: County Services and Finance Committees

FROM: Andrew Dunn, Director of Operations ICRD

DATE: August 2, 2022

SUBJECT: Proposed Resolution to Authorize a Contract for Dust Control Solutions and Services for the Road Department

For the meeting agendas of August 16 and 17

BACKGROUND

The purpose of this memorandum is to request approval to purchase liquid calcium chloride solution for dust control on gravel roads for a period of three years with an option for a two-year extension. The product will be delivered to storage tanks or applied directly to the gravel roads, per the direction of the Ingham County Road Department (ICRD).

The Purchasing Department solicited, received, and reviewed bids for the Invitation to Bid (ITB) #161-22 as detailed in the attached Memorandum of Performance. The Purchasing Department and ICRD are in concurrence to award the contract to the lowest qualified bidder, Corrigan Environmental Solutions, whose detailed bid prices are shown below.

Vendor Name: Corrigan Environmental Solutions				Local Preference: No, Whitmore Lake MI		
*DELIVERED TO EASTERN DISTRICT GARAGE STORAGE TANK						
Product Concentration	Price/gallon	Price/gallon	Price/gallon			
	Year 1	Year 2	Year 3			
28%	\$0.20	\$0.21	\$0.22			
32%	-	-	-			
38%	-	-	-			
*Applied to any location within Ingham County per Road Department direction.						
Product Concentration	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)
	Year 1	Year 1	Year 2	Year 2	Year 3	Year 3
28%	\$0.27	\$0.28	\$0.27	\$0.28	\$0.29	\$0.30
32%	-	-	-	-	-	-
38%	-	-	-	-	-	-

ALTERNATIVES

The alternative is to not perform dust control on gravel roads.

FINANCIAL IMPACT

The ICRD budget includes sufficient funds to cover the cost associated with this contract.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

I recommend approval of the attached resolution to authorize a contract with Corrigan Environmental Solutions for the purchase and delivery of liquid calcium chloride for the Road Department.

Agenda Item 13c

TO: Andrew Dunn, Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: July 27, 2022

RE: Memorandum of Performance for ITB No. 161-22 Liquid Calcium Chloride Solution

Per your request, the Purchasing Department sought bids from experienced and qualified vendors for the purpose of furnishing liquid calcium chloride solution for dust control on gravel roads for the Ingham County Road Department for a period of three (3) years with an option for a two (2) year extension.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	20	2
Vendors responding	3	1

The summary of the vendors' costs grid is on the next page:

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the ITB; 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.

SUMMARY OF VENDORS' COSTS:

Vendor Name: MBH TRUCINGING / CHLORIDE SOLUTIONS				Local Preference: Yes, Webberville MI		
*DELIVERED TO EASTERN DISTRICT GARAGE STORAGE TANK						
Product Concentration	Price/gallon	Price/gallon	Price/gallon			
	Year 1	Year 2	Year 3			
28%	\$0.24	\$0.25	\$0.26			
32%	-	-	-			
38%	-	-	-			
*Applied to any location within Ingham County per Road Department direction.						
Product Concentration	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)
	Year 1	Year 1	Year 2	Year 2	Year 3	Year 3
28%	\$0.27	\$0.28	\$0.28	\$0.29	\$0.29	\$0.30
32%	-	-	-	-	-	-
38%	-	-	-	-	-	-

Vendor Name: Corrigan Environmental Solutions				Local Preference: No, Whitmore Lake MI		
*DELIVERED TO EASTERN DISTRICT GARAGE STORAGE TANK						
Product Concentration	Price/gallon	Price/gallon	Price/gallon			
	Year 1	Year 2	Year 3			
28%	\$0.20	\$0.21	\$0.22			
32%	-	-	-			
38%	-	-	-			
*Applied to any location within Ingham County per Road Department direction.						
Product Concentration	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)
	Year 1	Year 1	Year 2	Year 2	Year 3	Year 3
28%	\$0.27	\$0.28	\$0.27	\$0.28	\$0.29	\$0.30
32%	-	-	-	-	-	-
38%	-	-	-	-	-	-

Vendor Name: AVAM GROUP				Local Preference: No, Odessa FL		
*DELIVERED TO EASTERN DISTRICT GARAGE STORAGE TANK						
Product Concentration	Price/gallon	Price/gallon	Price/gallon			
	Year 1	Year 2	Year 3			
28%	\$1.78	\$1.80	\$1.82			
32%	\$1.88	\$1.90	\$1.92			
38%	\$1.98	\$2.00	\$2.02			
*Applied to any location within Ingham County per Road Department direction.						
Product Concentration	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)	Price/gallon (>6,000 gallons)	Price/gallon (<3,000 gallons)
	Year 1	Year 1	Year 2	Year 2	Year 3	Year 3
28%	\$1.78	\$1.78	\$1.80	\$1.80	\$1.82	\$1.82
32%	\$1.88	\$1.88	\$1.90	\$1.90	\$1.92	\$1.92
38%	\$1.98	\$1.98	\$2.00	\$2.00	\$2.02	\$2.02

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR DUST CONTROL
SOLUTIONS AND SERVICES**

WHEREAS, the Ingham County Road Department uses a vendor to provide and apply approximately 250,000 gallons of 28% liquid calcium chloride solution for dust control on the 80 miles of gravel county roads during the dry months of the year; and

WHEREAS, the Ingham County Purchasing Department solicited bids for liquid calcium chloride solution per ITB #161-22 and received bid proposals for a three-year service period, beginning from the date of contract execution, with a two-year renewal option; and

WHEREAS, the bids were evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to enter into a contract with Corrigan Environmental Solutions, who was the lowest qualified bidder, for 28% liquid calcium chloride solution delivered to Road Department storage tanks or applied on gravel county roads; and

WHEREAS, the Road Department budget includes sufficient funds to cover the cost associated with this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes entering into a three-year contract with a two-year renewal option, with Corrigan Environmental Solutions located at 11620 Whitmore Lake Rd, Whitmore Lake, MI 48189 to supply 28% liquid calcium chloride solution on an as-needed basis at the rates specified in their proposal response to ITB #161-22, which shall be delivered to the Road Department storage tanks or applied on gravel roads as directed by the Road Department.

BE IT FURTHER RESOLVED, that the Ingham County Purchasing Department is hereby authorized to execute purchase orders consistent with this resolution on behalf of the Ingham County Road Department.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: August 4, 2022
SUBJECT: Resolution to Approve a Letter of Understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit Regarding Jail Medical Nurses

For the meeting agendas of August 16 & August 17

BACKGROUND

Jail Medical services are currently the subject of a request for proposals for a vendor to assume operations. There are currently two employees in Jail Medical Nurse positions within the ICEA County Professionals Unit who desire to remain Ingham County employees. There are no other nurse positions within the ICEA County Professionals bargaining unit in Ingham County. There are currently vacant nurse positions available within the Michigan Nurses Association bargaining unit in Ingham County Community Health Centers that these two employees have expressed interest in. To effectuate their transfer to such a position, the ICEA County Professionals and the Michigan Nurses Association are in support of entering into a Letter of Understanding with Ingham County regarding negotiated wages, benefits, and other terms and conditions of employment upon their transfer as follows: 1) wage rates will initially be \$36.864 hourly/\$76,677.08 annual and will be subject to such wage adjustments which may subsequently be negotiated through collective bargaining with the Michigan Nurses Association; 2) terms of MERS benefits and contributions will be pursuant to the terms of the ICEA County Professionals Unit 2022-2024 collective bargaining agreement for services provided under that agreement until the date of transfer into a Michigan Nurses Association bargaining unit position and then pursuant to the terms of the Michigan Nurses Association collective bargaining agreement thereafter for services provided under that agreement(s); 3) all other terms and conditions of employment will be pursuant to the terms of the Michigan Nurses Association collective bargaining agreement(s) from the date of transfer into a Michigan Nurses Association position going forward for services provided under that agreement(s).

ALTERNATIVES

If approval of a Letter of Understanding regarding Jail Medical Nurses is not granted, the employees have the option of layoff, making a new application for employment for any vacant positions which may or may not be available upon the vendor assuming Jail Medical services, or accepting employment with the vendor, provided such offer is made.

FINANCIAL IMPACT

The financial impact is as described above.

STRATEGIC PLAN CONSIDERATIONS

The recommendations are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan: Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve a letter of understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit regarding Jail Medical Nurses.

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING WITH THE ICEA COUNTY PROFESSIONALS UNIT AND MICHIGAN NURSES ASSOCIATION UNIT REGARDING JAIL MEDICAL NURSES

WHEREAS, Jail Medical services are currently the subject of a request for proposals for a vendor to assume operations; and

WHEREAS, there are currently two employees in Jail Medical Nurse positions within the ICEA County Professionals Unit who desire to remain Ingham County employees; and

WHEREAS, there are no other nurse positions within the ICEA County Professionals bargaining unit in Ingham County; and

WHEREAS, there are currently vacant nurse positions available within the Michigan Nurses Association bargaining unit in Ingham County Community Health Centers that these two employees have expressed interest in; and

WHEREAS, to effectuate their transfer to such a position, the ICEA County Professionals and the Michigan Nurses Association are in support of entering into a Letter of Understanding with Ingham County regarding negotiated wages, benefits, and other terms and conditions of employment upon their transfer as follows: 1) wage rates will initially be \$36.864 hourly/\$76,677.08 annual and will be subject to such wage adjustments which may subsequently be negotiated through collective bargaining with the Michigan Nurses Association; 2) terms of MERS benefits and contributions will be pursuant to the terms of the ICEA County Professionals Unit 2022-2024 collective bargaining agreement for services provided under that agreement until the date of transfer into a Michigan Nurses Association bargaining unit position and then pursuant to the terms of the Michigan Nurses Association collective bargaining agreement thereafter for services provided under that agreement(s); 3) all other terms and conditions of employment will be pursuant to the terms of the Michigan Nurses Association collective bargaining agreement(s) from the date of transfer into a Michigan Nurses Association position going forward for services provided under that agreement(s).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a Letter of Understanding with the ICEA County Professionals Unit and Michigan Nurses Association Unit regarding negotiated wages, benefits, and other terms and conditions of employment upon their transfer as follows: 1) wage rates will initially be \$36.864 hourly/\$76,677.08 annual and will be subject to such wage adjustments which may subsequently be negotiated through collective bargaining with the Michigan Nurses Association; 2) terms of MERS benefits and contributions will be pursuant to the terms of the ICEA County Professionals Unit 2022-2024 collective bargaining agreement for services provided under that agreement until the date of transfer into a Michigan Nurses Association bargaining unit position and then pursuant to the terms of the Michigan Nurses Association collective bargaining agreement thereafter for services provided under that agreement(s); 3) all other terms and conditions of employment will be pursuant to the terms of the Michigan Nurses Association collective bargaining agreement(s) from the date of transfer into a Michigan Nurses Association position going forward for services provided under that agreement(s).

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.

Agenda Item 14b

TO: Board of Commissioners, County Services Committee, and Finance Committee
FROM: Sue Graham, Human Resources Director
DATE: August 5, 2022
SUBJECT: Resolution Certifying Representatives for the MERS 2022 Retirement Conference
For the Meeting Agendas of County Services (8/16) and Finance (8/17)

BACKGROUND

The 76th MERS Annual Retirement Conference of the participating municipalities enrolled in the Municipal Employees' Retirement System (MERS) will be held September 26 - 27, 2022. According to the provisions of the Retirement Act, a non-managerial member of the Retirement System is to be elected by secret ballot for the Annual Conference to act as the Employee Delegate. One appointed Officer Delegate will also be in attendance in accordance with the Act.

ALTERNATIVES

Ingham County could elect not to certify delegates and be unrepresented during the Annual Conference.

FINANCIAL IMPACT

Funds previously anticipated to be necessary for 2022 MERS Retirement Conference expenses are included in the fiscal year 2022 Human Resources Department budget.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

I respectfully recommend approval of the attached resolution for the certified Ingham County Delegates to attend the 2022 MERS Retirement Conference.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CERTIFYING REPRESENTATIVES FOR THE
MERS 2022 RETIREMENT CONFERENCE**

WHEREAS, the Municipal Employees' Retirement System (MERS) will hold the 76th Annual Retirement Conference September 26 - 27, 2022; and

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

WHEREAS, funds previously anticipated to be necessary for 2022 MERS Retirement Conference expenses are included in the fiscal year 2022 Human Resources Department budget.

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

Employee Delegate:	<u>(TBD via election currently in progress)</u>
Officer Delegate:	<u>Tori Meyer, Financial Services Director</u>

Agenda Item 15a

TO: Human Services and Finance Committees

FROM: Jill Bauer, Budget Analyst

DATE: August 2, 2022

SUBJECT: 2023 Update of County Fees for the Potter Park Zoo ONLY

On May 24th, the Board of Commissioners adopted Resolution #22-266, Updating Various County Fees for the Human Services Committee Departments. The Potter Park Zoo was unintentionally not included as they were previously on County Services before the fees were reviewed every three years instead of every year. The same criteria were used in the calculations of the proposed fees as all the other Departments in Resolution #22-266.

Fee increases recommended by the Controller's Office would generate approximately \$63,800 in additional revenue for the Potter Park Zoo in 2023.

Please do not hesitate to contact me if you have any questions regarding this information.

Attachments

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #22-266 TO INCLUDE VARIOUS FEES FOR
SERVICES PROVIDED AT THE POTTER PARK ZOO**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners adopted Resolution #22-266 to set various fees for County services in 2023; and

WHEREAS, fees for Potter Park Zoo were not included in Resolution #22-266; and

WHEREAS, the Controller's Office has worked with Potter Park Zoo to review fees and recommend updates for 2023.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to Resolution #22-266 adopting fees for Potter Park Zoo as attached.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in Resolution #22-266 remain in effect.

**2023 County Fee Analysis
Human Services Committee**

Location of Service	Fee Description	2022 Fee	Units	Controller Recommended	Additional Revenue
Zoo	<i>Parking Fees ****</i>				
Zoo	Resident Annual	\$33.00	322	\$35.00	\$644
Zoo	Non-Resident Annual	\$43.00	49	\$45.00	\$98
Zoo	Resident Adult (April - October)	\$7.00	26,027	\$8.00	\$26,027
Zoo	Non-Resident Adult (April - October)	\$14.00	20,805	\$15.00	\$20,805
Zoo	Resident Senior/Military (April - October)*	\$5.00	2,539	\$6.00	\$2,539
Zoo	Non-Resident Senior/Military (April - October)	\$12.00	2,882	\$13.00	\$2,882
Zoo	All Adults(November-March): Res, Non-Res, or Senior	\$4.00	7,733	\$5.00	\$7,733
Zoo	Children (age 3-12) (November - March)	\$3.00	2,972	\$4.00	\$2,972
Zoo	Cancellation Fee (for all park reservations)	\$22.00	0	\$23.00	\$0
Zoo	School Groups & Charitable Orgs PENGUIN & EAGLE LAND SHELTERS	\$26.00	0	\$30.00	\$0
Zoo	School Groups & Charitable Orgs TIGER DEN	\$26.00	0	\$75.00	\$0
Zoo	Potter Park - Tiger Den	\$220.00	10	\$230.00	\$100

(5) Added per Reso #14-432

Zoo - Ingham County School Groups - \$1.00/Child (April 1st - October 31st)

Zoo On Non Holiday Mondays from 9AM - 12PM, admission will be free for Ingham County and City of Lansing Residents

Mother's Day - Mothers Free Admission

Annual Passes October-September

Father's Day - Fathers Free Admission

College Day (October) - Free Admission with Valid Student ID

Veteran's Day (November) - Veterans & Families Free Admission , Fourth of July - Veterans Free Admission

Be A Tourist In Your Own Town (June) GLCVB - Free Admission and Parking with Tourist Passport

Zoo Days (July) - \$2.00/person with Voucher

Registered Groups 20+ Zoo - \$1.00 off Admission per Person

Zoo Ingham County Residents Free Day (October) - Free Admission

Grandparent's Day - Grandparents Free Admission

Military get same rate as seniors

Agenda Item 15b

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: August 1, 2022
SUBJECT: Agreement with Holy Cross for the New Hope Day Shelter Program
For the meeting agenda of 6/27/22 Human Services Committee

BACKGROUND

This resolution authorizes a contract with Holy Cross Services for the New Hope Community Center to support the Emergency Shelter Program.

Program Goals include:

- i. Reduce the number of homeless persons in public places by providing a safe haven for homeless men, women, and children.
- ii. Provide case management and referral services to assist homeless persons to obtain placement in safe housing, in alignment with Housing First approaches and initiatives and in collaboration with the Ingham County Housing Collaborative.
- iii. Address underlying causes of homelessness through collaboration with other human service and government agencies in the community.

ALTERNATIVES

The Board of Commissioners could direct this funding to other emergency shelter programs.

FINANCIAL IMPACT

This resolution authorizes a contract for \$30,000 with Holy Cross for the New Hope Community Center Emergency Shelter Program for the period of October 1, 2021 through September 30, 2022. Funding for this contract is included in the 2022 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of “meeting basic needs”.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HOLY CROSS SERVICES
FOR THE NEW HOPE COMMUNITY CENTER EMERGENCY SHELTER PROGRAM**

WHEREAS, Holy Cross Services has operated the New Hope Community Center Emergency Shelter Program to serve low-income, homeless County residents; and

WHEREAS, for many years, the Board of Commissioners has contracted with the New Hope Day Shelter Program for services to homeless Ingham County residents; and

WHEREAS, funding for a continuation of this contract is included in the 2022 Ingham County Budget; and

WHEREAS, the Holy Cross has requested a continuation contract; and

WHEREAS, this request is consistent with the Board of Commissioners' long-term objective of "Meeting Basic Needs."

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract for \$30,000 with Holy Cross for the New Hope Community Center Emergency Shelter Program for the period of October 1, 2021 through September 30, 2022.

BE IT FURTHER RESOLVED, that Board Chairperson is authorized to sign the necessary contracts consistent with this resolution as approved as to form by the County Attorney.

TO: Board of Commissioners County Services and Finance Committees
FROM: Gregg Todd, Controller
DATE: August 5, 2022
SUBJECT: Resolution Defining the Terms of the Montgomery Drain American Rescue Plan Act Funding Allocation
For the meeting agendas of August 16 and 17

BACKGROUND

The following phases remain per the Drain Commissioner for the Montgomery Drain:

- Division IV – Pipe Rehabilitation – cleaning, clearing and lining of over 4.000 lf of cracked and failing pipes throughout the service area. \$1,110,000
- Division VI – Storm Water Plazas – construction of two water quality plazas in Michigan Ave and what is proposed for the County funding. \$1,050,000
- Division VIII – Frandora Hills Rehabilitation – Repair or replacement of old and failing pipes in the Frandora Hills subdivision. \$1,070,000
- Division X – Low Impact Design – establishment of animal habitats and plant life in the rain gardens and ponds (Ranney Park). \$846,000
- Division XII – Ranney Park Phase II – Construction of the water quality wall and aeration system (water falls) in Ranney Park \$3,030,000
- Division XII Pathways – trails throughout Ranney Park and the Michigan Ave crossing (millage funded) \$995,000
- Division XIV – Pathway Lighting \$726,000
- **TOTAL CONSTRUCTION** **\$8,827,000**
- Engineering/Construction Management \$1,657,830
- **TOTAL** **\$10,484,830**
- Contingency (for future maintenance) \$1,750,000
- Interest and borrowing fees \$790,000
- **TOTAL PROJECT** **\$13,024,830**
- Less millage funded trails (\$995,000)
- **TOTAL FUNDING NEEDED** **\$12,029,830**

Division VI, (Storm Water Plazas) is the phase that the Drain Commissioner is requesting ARPA funding of \$1,000,000. Unfortunately, funding this phase alone will not make the project operable. Division XII – Ranney Park Phase II, which is the upper end of the treatment circulation system and includes the construction of the water quality wall and circulation stream, is required to “turn the water on”. Therefore, the ARPA funding should be contingent on a funding commitment from the Drain Commissioner of Division XII, along with a funding plan for the rest of the project. Subsequently, as the most probable source of funding will be an assessment on County residents in the Montgomery Drain District, a third-party engineering assessment of the remaining phases should be undertaken to determine how essential they are to the successful operation of the project.

ALTERNATIVES

Provide the ARPA funding for the Montgomery Drain without any terms or conditions.

FINANCIAL IMPACT

\$7,500 for third party review to be funded through ARPA.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend approve the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DEFINING THE TERMS OF THE MONTGOMERY DRAIN
AMERICAN RESCUE PLAN ACT FUNDING ALLOCATION**

WHEREAS, the Ingham County Drain Commissioner has requested \$1,000,000 in American Rescue Plan Act (ARPA) funding to go toward the Montgomery Drain Project; and

WHEREAS, the following costs remain in the Montgomery Drain Project:

• Division IV – Pipe Rehabilitation	\$1,110,000
• Division VI – Storm Water Plazas	\$1,050,000
• Division VIII – Frandora Hills Rehabilitation	\$1,070,000
• Division X – Low Impact Design	\$846,000
• Division XII – Ranney Park Phase II	\$3,030,000
• Division XII Pathways (millage funded)	\$995,000
• Division XIV – Pathway Lighting	\$726,000
• Engineering/Surveying/Construction Management	\$1,657,830
• Contingency (for future maintenance costs)	\$1,750,000
• Interest and Borrowing Fees	<u>\$790,000</u>
• TOTAL PROJECT COSTS REMAINING	\$13,024,830
• Less Millage Funded Trails	<u>(\$995,000)</u>
• TOTAL FUNDING NEEDED	\$12,029,830

;and

WHEREAS, the \$1,000,000 ARPA allocation would go toward Division VI – Storm Water Plazas on Michigan Avenue, which is downstream of Ranney Park and therefore inoperable without the completion of Division XII – Ranney Park Phase II; and

WHEREAS, the Ingham County Board of Commissioners wants to ensure the ARPA funded portion of the project is used effectively and wants to ensure that taxpayer dollars are being utilized in a responsible manner, therefore ARPA funding for Division VI is contingent on the following conditions:

- Funding and construction of Division XII – Ranney Park Phase II
- A clear and practical plan to fund the remaining phases of the Montgomery Drain
- A thorough review of the remaining Montgomery Drain plans by a third party engineer to verify their efficacy and need to the successful operation of the Montgomery Drain not to exceed \$7,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve the following terms as a condition of the \$1,000,000 in ARPA funding for the Montgomery Drain:

- Funding and construction of Division XII – Ranney Park Phase II
- A clear and practical plan to fund the remaining phases of the Montgomery Drain

- A thorough review of the remaining Montgomery Drain plans by a third party engineer to verify their efficacy and need to the successful operation of the Montgomery Drain not to exceed \$7,500.

BE IT FURTHER RESOLVED, that the third party engineering review will be funded through ARPA funds.

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

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.