

**AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **JULY 26, 2016**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
  1. AN EMAIL FROM **LIZ ABDNOUR** REGARDING HER RESIGNATION FROM THE INGHAM COUNTY EQUAL OPPORTUNITY COMMITTEE
  2. AN EMAIL FROM **GEORGE BERGHORN** REGARDING HIS RESIGNATION FROM THE POTTER PARK ZOO BOARD
  3. INGHAM COUNTY **E911 TECHNICAL SURCHARGE POOL** FINANCIAL STATEMENTS FOR YEARS ENDING DECEMBER 31, 2015 AND 2014
  4. A LETTER FROM THE STATE OF MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY AIR QUALITY DIVISION REGARDING THE PENDING NEW SOURCE REVIEW **APPLICATIONS REPORT**
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
  5. COUNTY SERVICES COMMITTEE – RESOLUTION TO EXECUTE A WATERBORNE CENTERLINE **PAVEMENT MARKING** AGREEMENT WITH WILLIAMSTOWN TOWNSHIP
  6. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE **PERMITS** FOR THE INGHAM COUNTY ROAD DEPARTMENT
  7. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING **MARTHA DUNCAN-MILES**

8. COUNTY SERVICES COMMITTEE – RESOLUTION APPROVING A LETTER OF UNDERSTANDING WITH OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION REGARDING THE [FINANCE CLERKS](#)
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO CONTRACT WITH [LEGAL SERVICES](#) OF SOUTH CENTRAL MICHIGAN TO TAKE CLIENT REFERRALS FROM INGHAM COUNTY REGISTER OF DEEDS AND INGHAM COUNTY TREASURER
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION CERTIFYING [REPRESENTATIVES](#) FOR THE MERS ANNUAL CONFERENCE
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE RENEWAL OF THE MUNIS SOFTWARE ANNUAL SUPPORT AGREEMENT FROM [TYLER TECHNOLOGIES](#)
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM [LYNDA.COM](#)
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE EXTENSION OF CONTRACT WITH AVERY OIL AND [PROPANE](#) FOR THE 2016/2017 SUPPLY OF PROPANE USED FOR HEATING AT THE EASTERN DISTRICT OF THE INGHAM COUNTY ROAD DEPARTMENT
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH [WHEATFIELD TOWNSHIP](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE PURCHASE OF TWO NEW [WHEEL LOADERS](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION RECOMMENDING CENTRAL NEBRASKA PACKING INC. BECOME A SOLE SOURCE VENDOR TO SUPPLY MEAT FOR POTTER PARK ZOO'S [ANIMAL DIETS](#)
17. FINANCE COMMITTEE – RESOLUTION TO AUTHORIZE PLANTE MORAN TO CONDUCT AN [AUDIT](#) OF INGHAM COUNTY FOR 2016 AND 2017
18. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE [FIRST AMENDMENT](#) TO THE AGREEMENT WITH THE CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH DECEMBER 31, 2020
19. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION [AMENDING RESOLUTION #16-338](#) TO AUTHORIZE AN ADDITIONAL SUPPLEMENTAL APPROPRIATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES 2016 CHILD CARE FUND BUDGET

20. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA COMMUNITY SERVICES TO SERVE [EARLY HEAD START](#) CHILDREN THROUGH THE FAMILY OUTREACH SERVICES PROGRAM
21. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [AMENDMENT #5](#) TO THE 2015-2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
22. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT FUNDING FROM MICHIGAN ASSOCIATION OF UNITED WAYS AND TO ACT AS THE [FIDUCIARY/PAYEE](#) FOR THE GENESEE CHILDREN’S HEALTHCARE ACCESS PROGRAM
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [GRAPHIC SCIENCES, INC.](#) FOR THE TRANSPORT, STORAGE AND RETRIEVAL OF HEALTH DEPARTMENT FILES
24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [NEXTGEN](#) HEALTHCARE TO PROCESS PATIENT STATEMENTS
25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A SUBCONTRACT WITH [PACKARD HEALTH SYSTEM](#) TO PROVIDE WISEWOMAN/WISE CHOICES PROGRAMMING
26. LAW & COURTS COMMITTEE – RESOLUTION [AMENDING RESOLUTION #16-340](#) AUTHORIZING AN APPOINTMENT TO THE COMMUNITY CORRECTIONS ADVISORY BOARD
27. LAW & COURTS COMMITTEE – RESOLUTION TO HONOR [LIEUTENANT ANDRINA MORENCE](#) OF THE INGHAM COUNTY SHERIFF’S OFFICE
28. LAW & COURTS AND COUNTY SERVICES COMMITTEES – RESOLUTION RECOGNIZING THE HEROIC EFFORTS OF [MERIDIAN TOWNSHIP POLICE OFFICER BRIAN CANEN AND INGHAM COUNTY SHERIFF’S DEPUTIES JAMES BESON AND MARK WADFORD](#) IN THE VETERANS MEMORIAL COURTHOUSE ON AUGUST 1, 2016
29. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING THE LETTER OF UNDERSTANDING WITH CAPITOL CITY LABOR PROGRAM, INC. – 911 NON-SUPERVISORY UNIT REGARDING [VACATION MAXIMUM](#) ACCUMULATION
30. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO PURCHASE ONBASE WORKFLOW PROGRAM WITH IMAGESOFT FOR THE SHERIFF’S OFFICE TO SUBMIT [PAPERLESS WARRANT REQUESTS](#) TO THE INGHAM COUNTY PROSECUTOR’S OFFICE

31. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE CITY OF LANSING FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING **COMMUNITY CORRECTIONS** FOR THE CITY 2016-2017 FISCAL YEAR
32. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING A **PROJECT CHANGE REQUEST** FOR THE STATEMENT OF WORK ENTERED INTO WITH IMAGESOFT CORPORATION PURSUANT TO RESOLUTION 16-276
33. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE ACCEPTANCE of **UNITED DAIRY INDUSTRY GRANT** AWARD
34. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT TO PURCHASE **REPLACEMENT SCANNERS**
35. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT TO **CORRECT JUVENILE FOLDERING**

- XII. SPECIAL ORDERS OF THE DAY
- XIII. PUBLIC COMMENT
- XIV. COMMISSIONER ANNOUNCEMENTS
- XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVI. ADJOURNMENT

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, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: [www.ingham.org](http://www.ingham.org)

## **JULY 26, 2016 REGULAR MEETING**

Board of Commissioners Room – Courthouse  
Mason, Michigan – 6:30 p.m.  
July 26, 2016

### **CALL TO ORDER**

Chairperson Hope called the July 26, 2016 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Anthony, Banas, Celentino, Crenshaw, Hope, Koenig, McGrain, Schafer, and Tennis

Members Absent: Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou

A quorum was present.

### **PLEDGE OF ALLEGIANCE**

Chairperson Hope asked Tim Morgan, Parks Department Director, to lead the Board in the Pledge of Allegiance.

### **TIME FOR MEDITATION**

Chairperson Hope asked those present to remain standing for a moment of silence or prayer.

### **APPROVAL OF THE MINUTES**

Commissioner Crenshaw moved to approve the minutes of the June 28, 2016 meeting. Commissioner Koenig supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioners Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou.

### **ADDITIONS TO THE AGENDA**

None.

### **PETITIONS AND COMMUNICATIONS**

TRI-COUNTY OFFICE ON AGING FISCAL YEAR 2017-2019 MULTI-YEAR PLAN. Placed on file.

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY AIR QUALITY DIVISION PENDING NEW SOURCE REVIEW APPLICATION REPORT. Placed on file.

### **LIMITED PUBLIC COMMENT**

None.

## **JULY 26, 2016 REGULAR MEETING**

### **CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR**

None.

### **CONSIDERATION OF CONSENT AGENDA**

Commissioner Maiville moved to adopt a consent agenda consisting of all action items except Agenda Item No. Schafer. Commissioner McGrain supported the motion.

The motion carried unanimously. Absent: Commissioners Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou.

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote. Absent: Commissioners Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING ROBERT F. SELIG**

**RESOLUTION # 16 – 315**

WHEREAS, Robert F. Selig began serving as the President-CEO of the Capital Region Airport Authority on November 18, 2002; and

WHEREAS, following a tour of duty with the U.S. Air Force, Bob spent his entire 40 year career in management and development of public airports, he began his career in Kalamazoo, Michigan, then relocated to Columbia, Missouri; followed by Grand Forks, North Dakota, Grand Island, Nebraska, Columbus, Ohio, and will finish his career in Lansing, Michigan upon his retirement in September; and

WHEREAS, he is one of approximately 500+ Accredited Airport Executives (AAE) in the United States through the American Association of Airport Executives (AAAE); and

WHEREAS, Bob's career passion has been promoting airport/economic development and encouraging airport organizations to meet their maximum potential; and

WHEREAS, under Bob's leadership, the Capital Region Airport Authority experienced several major accomplishments such as the establishment of an air service development program that resulted in the recruitment of nine (9) new airlines serving twelve (12) new domestic and international destinations; and

WHEREAS, Bob led the conversion of the airport into the Capital Region International Airport through the establishment of U.S. Port of Entry #3883 (Port Lansing) and established Port Lansing Foreign Trade Zone #275 at the Airport; and

WHEREAS, the development of the international airport program stimulated a capital investment of over \$27 million in the construction of new and expanded airport facilities; and

WHEREAS, during Bob's tenure the Authority's air cargo program was expanded through the recruitment of 747 and 767 freighter charter flights through Kalitta Air, Amerijet Air Freight, and Atlas Air Freight and a designated Container Freight Station in the Port Lansing Global Logistics Centre was established for the processing of international ocean freight containers; and

WHEREAS, Bob was instrumental in charting a course of financial survival for the Authority through the significant reduction of air service associated with the Delta – Northwest Airline merger.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates Robert F. Selig on the event of his retirement and extends its sincere appreciation to Bob for his dedication and his many contributions as President-CEO of the Capital Region International Airport.

**JULY 26, 2016 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Board wishes him continued success in all of his future endeavors.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 4**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JOHN ELIAS**

**RESOLUTION # 16 – 316**

WHEREAS, John Elias began his employment with the Ingham County Parks Department in 1989 as a Park Ranger I; and

WHEREAS, John has been instrumental in the development of the Ingham County Parks; and

WHEREAS, throughout his career he was responsible for routine building maintenance along with more complex maintenance responsibilities such as plumbing, electrical work, carpentry, and equipment maintenance within the park system; and

WHEREAS, John has assisted in many significant construction projects including picnic shelters, the Band Shell, playgrounds, and land improvement projects at Lake Lansing Parks and Hawk Island; and

WHEREAS, John's commitment to high work quality and a sense of ownership has proven to be a great asset to the County Parks Department and Ingham County; and

WHEREAS, during his career John was professional, dedicated, knowledgeable and loyal to the Parks Department mission to provide quality outdoor recreation opportunities and facilities for all segments of our population and to enhance the quality of life for park visitors and county residents through active citizen involvement, planned acquisition, preservation, and professional management of park lands.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby honors John Elias for his outstanding quality of work and extends its sincere appreciation for his contributions during his years of dedicated service to the Ingham County Parks Department.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to Mr. Elias its best wishes for continued success in all his future endeavors.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

**RESOLUTION # 16 – 317**

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated July 5, 2016 as submitted.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**INGHAM COUNTY ROAD DEPARTMENT**

DATE: July 5, 2016

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2016-320	AT & T	CABLE / UG	HOLT RD & CEDAR ST	DELHI	14
2016-339	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2016-341	AT & T	CABLE / UG	MARSH RD & HASLETT RD	MERIDIAN	10
2016-346	DELHI TOWNSHIP	SANTIARY	MCCUE RD & WAVERLY RD	DELHI	30
2016-351	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	VARIOUS	
2016-358	COMCAST	CABLE / UG	CEDAR ST & WILLOUGHBY RD	DELHI	15
2016-359	INGHAM TOWNSHIP	SPECIAL EVENT	VARIOUS	INGHAM	
2016-368	COMCAST	CABLE / UG	MOORE ST & HAMILTON RD	MERIDIAN	21
2016-370	CONSUMERS ENERGY	GAS	BENNETT RD & HAGADORN RD	MERIDIAN	31
2016-378	G.A. HUNT	SANITARY	SHAW ST & LAKE LANSING RD	MERIDIAN	10
2016-379	CONSUMERS ENERGY	GAS	WENTLAND DR & HARPER RD	DELHI	25
2016-380	FRONTIER	CABLE / UG	COLUMBIA RD & SEARLS RD	WHITE OAK	1
2016-381	FRONTIER	CABLE / UG	DIEZT RD & COLUMBIA RD	WHITE OAK	3, 4, 9, 10
2016-383	FRONTIER	CABLE / UG	GRAMER RD & HUSCHKE RD	LEROY	23
2016-388	JAMES EDWARD BUILDERS	SIDEWALK	MARSH RD & LAKE DR	MERIDIAN	11
2016-394	DELHI TOWNSHIP	MANHOLE	CARTAGO DR	DELHI	8
2016-395	DELHI TOWNSHIP	SANITARY	PINE TREE RD & PINE DELL DR	DELHI	11, 14
2016-399	INGHAM CO DRAIN COMM	MISCELLANEOUS	VARIOUS	DELHI	
2016-401	CN RAILROAD	DETOUR	VARIOUS	MERIDIAN	
2016-402	DUNN COMPANY	ROAD CONST.	VARIOUS	VARIOUS	
2016-403	AT & T	CABLE / UG	FRENWOOD LN & HOMER ST	LANSING	14
2016-407	AT & T	CABLE / UG	ALAMO DR & WAVERLY RD	DELHI	7
2016-408	FRONTIER	CABLE / UG	ALLEN RD & WEBBERVILLE RD	LOCKE	35
2016-409	FRONTIER	CABLE / UG	ALLEN RD & MORRICE RD	LOCKE	35
2016-411	PENDERGAST EXCAVATING	STORM	CORNELL RD & TIHART RD	MERIDIAN	23
2016-412	COMCAST	CABLE / UG	E END DR & PARK LAKE RD	MERIDIAN	8
2016-414	COMCAST	CABLE / OH	WOOD ST	LANSING	3

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING UPDATING MUNICIPAL EMPLOYEES RETIREMENT SYSTEM  
(MERS) OF MICHIGAN DIVISION NAMES**

**RESOLUTION # 16 – 318**

WHEREAS, the County Board of Commissioners has authorized the establishment of MERS Defined Benefit (DB) and Hybrid Pension Plan divisions; and

WHEREAS, the MERS Plan Adoption Agreements for each pension division provides the descriptive name of the division; and

WHEREAS, there have been several changes in the Union representation requiring changes in the naming convention of the pension division; and

WHEREAS, the Board of Commissioners recognizes the need to maintain accurate and up to date records for each pension division.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes updating the names of the impacted division through new Plan Adoption Agreements for each division requiring a name change.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Human Resources Director to sign and execute the MERS documents on behalf of the County to effectuate and finalize this change, subject to approval as to form, by the County Attorney.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 7**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT A NEW HIRE DRIVING RECORD CHECK POLICY**

**RESOLUTION # 16 – 319**

WHEREAS, the Ingham County Board of Commissioners desires to follow risk management best practices; and

WHEREAS, best practices for risk management include running driver record checks to assure maintenance of responsible driving records and to determine a Candidate's suitability for employment; and

WHEREAS, this policy and procedure establishes a practice of driving record checks on all covered applicants following a conditional offer of employment; and

WHEREAS, the Human Resources Department and County Attorney worked together to evaluate and codify a policy and procedure for driving record checks for newly hired employees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached policy for New Hire Driving Record Checks.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs that all departments and agencies under the jurisdiction of the Board of Commissioners shall be bound by this personnel policy and work to further the achievement of the stated goals.

BE IT FURTHER RESOLVED, this resolution shall not apply to positions under the authority of County elected officials unless the elected official assents to application of this resolution to such positions.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.

Personnel Policy No.

## New Hire Driving Record Check Policy

**Approved:**  
**Resolution No.**

### **A. Purpose**

Employees assigned to driving duties must at all times meet, at a minimum, the following criteria:

1. Drivers must have a current, valid Michigan driver's license
2. Drivers must maintain a clean driving record and have a driving history reflecting lawful, prudent and safe operation of a motor vehicle; and,
3. Drivers must be, and remain, insurable under the County's liability insurance policy.

Specific positions may have different and more rigorous standards or employee requirements either by law/regulation, or such standards/requirements established in the discretion of the County or applicable elected official for the position.

This Policy sets forth the requirement and use of history and current status of driving record in the employment process and normal procedure upon hire.

### **B. Applicability**

Except as set forth below, this Policy applies to: all individuals to whom an offer of part-time, full-time, temporary, special part-time or seasonal employment is made on or after \_\_\_\_\_, 2016. This includes former employees rehired by the County after a separation from the County service of more than ninety calendar days (Collectively referred to as "Covered Applicants").

Individuals applying for positions in the offices of the County Treasurer, County Clerk, Register of Deeds, Drain Commissioner, Prosecuting Attorney, Sheriff and the Courts are subject to this Policy if the appropriate elected official or Chief Judge has agreed in writing, in whole or in part, to this Policy.

### **C. Policy**

The County conducts driving record checks on all Covered Applicants following a conditional offer of employment. After conducting an individualized assessment, exceptions or accommodations may be made as contemplated by law, or for positions in which operating a motor vehicle is not an essential job duty.

## **JULY 26, 2016 REGULAR MEETING**

The new hire driving record check will normally include the following:

- a. Verification of driver's license number;
- b. Verification of a Michigan driver's license;
- c. Examination of driver's past and current history;
- d. Examination of any moving violation points put on a driving record;

The County or elected officials may require additional record checks based upon the nature or level of responsibility and requirements of the position. Such decision is within the sole discretion of the County or applicable elected official.

All driving record checks will be conducted in compliance with applicable Federal and State statutes. It is not currently anticipated that driving record checks will require or be by means of a Consumer Report, as defined by the Fair Credit Reporting Act ("FCRA"). However, the County reserves the right to require, with consent, an investigative Consumer Report. If a Consumer Report is required, the County will adhere to requirements of the FCRA and the portions of the Policy addressing the FCRA.

### **D. Procedure**

Covered Applicants must complete and sign any disclosure, release authorization form required by the County or applicable elected official for a driving record check to be conducted. A Covered Applicant's failure to complete, sign and submit the form will constitute a withdrawal from the applicant pool.

Only a conditional offer may be made to a finalist for the position/appointment (the "Candidate"). Written offers of employment extended to the candidate should state that the offer is contingent on a satisfactory driving record check, if relevant.

Prior to commencement of work/services by the Candidate, Human Resources must be notified to undertake a driving check and be informed whether the nature/responsibility/sensitivity of the Candidate's position requires additional screening. The driving check will be initiated by the Human Resources Department once a contingent offer of employment has been issued and an appropriate disclosure, release and authorization form is completed.

The results of the driving record check will be sent to an authorized individual in the Human Resources Department. Prior moving or driving violations do not automatically preclude employment.

In consultation with the applicable department director(s) or elected official, the Human Resources Department will conduct an individualized assessment of the Candidate's driving record as it relates to the position the Candidate is seeking. The Human Resources Department may also seek advice and guidance from the Ingham County Sheriff's Office, County Counsel, the Prosecuting Attorney, and/or Administrator/Controller's Office, etc... The driving record check must be completed and results verified before any employee begins work.

## **JULY 26, 2016 REGULAR MEETING**

In determining a Candidates suitability for employment, consideration will be given to the nature and specific duties of the position; the type, nature and gravity of the violation(s); number of violations and circumstances of each, the length of time since the violation(s) and the accuracy of the explanation. The County reserves the right to conduct a further review of any points or violations. Certain positions within Ingham County are subject to State and/or Federal statutory and/or regulatory requirements that may prohibit or limit individuals with certain driving records from holding particular positions or engaging in certain functions. Nothing set forth in the Policy shall in anyway restrict full compliance with State and Federal laws and regulations.

Ingham County may decline to hire or appoint any Candidate whose driving record the County or the applicable elected official deems incompatible, its sole discretion, to the position the Candidate is seeking. Ingham County reserves the right to make the sole determination concerning information or any employment/appointment decision arising out of the driving record check.

If a driving record check of a Candidate is returned with any violation history incompatible with the position, the Human Resources Department will notify affected Department. The Human Resources Department will contact the Candidate to inform him/her that Ingham County may rescind its conditional offer of employment. The County will adhere to the any requirements of the Fair Credit Reporting Act if a specific driving record check falls within the scope and requirements of that law.

Driving record checks will be maintained pursuant to the applicable Ingham County Retention and Disposal Schedule.

Any Candidate who provides incomplete, false or misleading information in the Candidate's application or disclosure will be eliminated from further consideration and/or will have any conditional offer revoked. If false or misleading information is discovered after an individual has been appointed in the position, the individual's employment shall be terminated pursuant to the appropriate dismissal procedures, if any.

This Policy addresses pre-employment/re-employment driving record checks only. Nothing in this Policy should be interpreted to exclude or limit circumstances in which a driving record check may be required for existing employee.



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 8**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION FOR APPROVAL OF THE PRELIMINARY PLAT OF EMBER OAKS**

**RESOLUTION # 16 – 320**

WHEREAS, the Board of Ingham County Commissioners last approved the Preliminary Plat for the residential subdivision called Ember Oaks on November 19, 2013; and

WHEREAS, the subdivision is part of the Northwest ¼ of Section 35, Meridian Township, Ingham County, Michigan; and

WHEREAS, Phases 1 through 3 of Ember Oaks was subsequently built and the roads accepted into the county road system; and

WHEREAS, the two-year Preliminary Plat approval period, dictated by state statute, has expired and the proprietor, Ember Oaks Company, requested re-approval of the Ember Oaks Preliminary Plat.

THEREFORE BE IT RESOLVED, that upon the recommendation of Road Department staff, the Ingham County Board of Commissioners re-approves the Ember Oaks Preliminary Plat for a period of two years, in accordance with state statute.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CHANGE THE PLAN ADMINISTRATOR AND PLAN NAME OF THE  
FORMER ROAD COMMISSION'S NATIONWIDE POST EMPLOYMENT HEALTH PLAN  
TO INGHAM COUNTY**

**RESOLUTION # 16 – 321**

WHEREAS, the Ingham County Road Commission and Ingham County merged in June 2012; and

WHEREAS, the former Road Commission has post-employment health plans with Nationwide for the collectively bargained employees and retirees and another plan for the non-collectively bargained employees and retirees; and

WHEREAS, the County no longer contributes to this plan but employees and retirees still have money invested through the plan; and

WHEREAS, it was recently discovered that the plan and plan administrator was never changed from the Ingham County Road Commission; and

WHEREAS, Nationwide is requiring a resolution authorizing the change.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Nationwide to change the plan name and the plan administrator for both the collectively bargained and non-collectively bargained post-employment health plans from the Ingham County Road Commission to Ingham County.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING AN INCREASE IN FUNDING FOR  
THE REVOLVING DRAIN FUND (FUND 802)**

**RESOLUTION # 16 – 322**

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

WHEREAS, the amount attributable to the Revolving Drain Fund was \$1,000,000 in 2010; and

WHEREAS, this amount was increased to \$7,000,000 in 2014; and

WHEREAS, this amount was decreased to \$1,000,000 in 2015; and

WHEREAS, Ingham County Drain Commissioner (the "Drain Commissioner") has proposed that the Board of Commissioners increase the Revolving fund amount by \$5,000,000 to a total of \$6,000,000; and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to Chapter 12 of the Drain Code, the Ingham County Board of Commissioners shall set the cash advance from the general fund of the County to the Revolving Drain Fund in the amount of \$6,000,000. The additional \$5 million authorized by this Resolution is for a period of one year ending July 31, 2017. This limitation is an exception to the general rules for Fund 802 outlined in the rest of this Resolution.
2. The amount in the Revolving Drain Fund is available for use by the Drain Commissioner as provided in Chapter 12 of the Drain Code. The Drain Commissioner will notify the Financial Services Department of any transfer needed and the funds will be transferred.
3. The County Treasurer shall account for these funds in a separate account or subaccount in the Revolving Drain Fund (the "Account").
4. The Drain Commissioner will pay the County Treasurer interest on any balance withdrawn on the Account. The interest will be paid on a monthly basis using an interest rate determined annually. The interest will be calculated on the outstanding balance of the Account as of the end of each month.

## JULY 26, 2016 REGULAR MEETING

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

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

7. This arrangement may be rescinded by the Board of Commissioners at the request of either the Drain Commissioner or the County Treasurer, and the amount in excess of the original \$292,500 in cash provided in 1975 will be returned to the County's General Fund with the understanding that the Treasurer will provide the Drain Commissioner with ample time to borrow funds from an outside source.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AMENDING THE COSTS ON RESOLUTION #16-251  
FOR A ONE YEAR CONTRACT EXTENSION WITH PM TECHNOLOGIES  
TO PROVIDE GENERATOR SERVICES FOR VARIOUS BACKUP GENERATORS  
THROUGHOUT THE COUNTY**

**RESOLUTION # 16 – 323**

WHEREAS, Resolution #16-251 contained incorrect compensation amounts; and

WHEREAS, PM Technology has agreed to hold their current pricing for a one year contract extension; and

WHEREAS, funds for the county back-up generators located at the Hilliard Building, Human Services Building, Jail, Veterans Memorial Courthouse, 911 Center, Potter Park Zoo and the Youth Center, totaling \$4,695.00 are available within the appropriate contractual line items; and

WHEREAS, funds for the four (4) Emergency 911 back-up generators, located at Pennsylvania Avenue, Dobie Road, Leslie and Dansville sites, totaling \$1,310.00, are available in Line Item #261-32500-818000; and

WHEREAS, load bank testing will be provided for an additional cost of \$450.00 per generator, on an as needed basis only.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes a one year contract extension with PM Technologies, 29395 Wall Street, Wixom, Michigan 48393 to provide generator services for various backup generators throughout Ingham County for a total cost of \$6,005.00.

BE IT FURTHER RESOLVED, load bank testing will be provided for an additional cost of \$450.00 per generator, on an as needed basis only.

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH MYERS PLUMBING  
& HEATING, INC. TO REPLACE THE TWO YOUTH CENTER BOILERS**

**RESOLUTION # 16 – 324**

WHEREAS, the Facilities Department has experienced several maintenance issues with the Youth Center boilers which have exceeded their life expectancy; and

WHEREAS, although not a local vendor, the Purchasing and Facilities Departments both agree that a contract be awarded to Myers Plumbing and Heating, Inc. who submitted the lowest responsive and responsible bid of \$71,566.00 to replace the two boilers; and

WHEREAS, a \$6,000.00 contingency is being requested for any unforeseen circumstances that may arise; and

WHEREAS, funds are available in the approved CIP line item # 245-66299-976000-5FC05 which has an available balance of \$95,100.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Myers Plumbing & Heating, Inc. 16825 Industrial Parkway Lansing, Michigan 48906 to replace the two Youth Center boilers for a not to exceed cost of \$77,566.00 which includes a \$6,000.00 contingency.

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 13**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM IMAGESOFT**

**RESOLUTION # 16 – 325**

WHEREAS, Ingham County relies heavily on our OnBase system; and

WHEREAS, in the past, Imagesoft has provided training to Ingham County staff; and

WHEREAS, a subscription for an entire year of Premium OnBase Training will be \$6,800.00 and available to all Ingham County OnBase users.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from Imagesoft in the amount not to exceed \$6,800.00.

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

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

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 14**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF THE RIGHTFAX SUPPORT AGREEMENT**

**RESOLUTION # 16 – 326**

WHEREAS, Ingham County currently utilizes RightFax for faxing which requires ongoing support; and

WHEREAS, ITD obtained contract pricing from Konica Minolta for our ongoing support and licensing needs; and

WHEREAS, our current existing support agreement is expired and ITD recommends renewing this agreement; and

WHEREAS, our previous annual cost was \$7,500.00 and the new annual cost will be \$7,326.00.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the support agreement from Konica Minolta in the amount not to exceed \$7,326.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund #63625810-932030.

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

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH DIETZ JANITORIAL  
FOR AS NEEDED CLEANING SERVICES AT THE  
INGHAM COUNTY FAIRGROUNDS COMMUNITY HALL**

**RESOLUTION # 16 – 327**

WHEREAS, The Ingham County Fair Community Hall continues to experience accelerated booking throughout 2016 and well into 2017; and

WHEREAS, fifty out of fifty-two weekends are booked on the grounds and most every weekend is booked in the Community Hall; and

WHEREAS, the maintenance team is no longer capable of continuing to simultaneously clean the Community Hall and maintain the level of service to the events on the grounds; and

WHEREAS, the Community Hall rentals are tied to the Fair Board's long-range strategic plan to ensure the diversification of the Fair's off-season revenue stream and it is highly important to ensure that the facility is clean and presentable prior to events booked in the Community Hall; and

WHEREAS, after careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Dietz Janitorial who submitted the most qualified bid in the amount of \$8,928.00 for as-needed cleaning services at the Ingham County Fair Community Hall and \$62,00 an additional cleaning; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2016 operational budget account numbers account 56176013 – 818080, and 56176014 – 818080.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract for one year, with an additional two year extension option, to Dietz Janitorial Services, 6910 S. Cedar St., Ste. 3, Holt, MI 48842 for as-needed cleaning services at the Ingham County Fairgrounds Community Hall at a cost not to exceed \$8,928.00.00, and an a rate for any additional as-needed cleaning services at a cost not to exceed \$62.00 per cleaning.

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

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**JULY 26, 2016 REGULAR MEETING**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO CONTRACTS  
FOR THE TRAILS AND PARKS MILLAGE APPLICATIONS**

**RESOLUTION # 16 – 328**

WHEREAS, Board of Commissioner resolution 16-105 authorized all bridges identified within the Ingham County Trails and Parks Comprehensive Report in table #7, with priority given to those bridges with a need for Total Replacement (12 in total), were eligible for millage funds with the total amount not to exceed \$4,500,000; and

WHEREAS, Board of Commissioners resolution 16-257 authorized the application titled River Trail West (Near Elm St) - Wall and Pavement Repair and the application titled Moores River Drive Trail Repair from the City of Lansing that dealt primarily with sea wall and bank stabilization and limited asphalt repairs be considered for the bridge application round and to be first priority under the bridge application round; and

WHEREAS, 11 applications were received for the bridge round from the City of East Lansing (1 application/6 bridges), the City of Lansing (6 application/6 bridges), the City of Mason (3 applications/3 bridges), and Meridian Township (1 application/7 bridges) with a total amount including the two items from round one for a total of \$5,760,872.30 for a total of 22 bridges; and

WHEREAS, after careful review and evaluation of the applications, the Park Commission recommends funding all of the bridges listed below with a total amount of \$4,736,872.30 with the exception of bridge CL-18-LTE-RC, East of Crego Park Access - \$1,024,000 of the City of Lansing.

<b>Entity</b>	<b>Project Title</b>	<b>Total</b>
City of East Lansing	EL-07-NTT-SWL, South County Line, West of Abbot Road	\$229,450
City of East Lansing	EL-04-NTT-SWL, Whitehills Park	\$204,100
City of East Lansing	EL-03-ELT-RC, Hagadorn Road	\$206,050
City of East Lansing	CL-22-ELT-RC, Kalamazoo Street	\$128,700
City of East Lansing	EL-05-NTT-SWL, Harrison Meadows	\$61,100
City of East Lansing	EL-06-NTT-SWL, East of Abbey Road	\$61,100
City of Lansing	CL-29-LT-GR, Oakland Avenue	\$86,000
City of Lansing	CL-26-LT-GR, Lansing Center	\$281,000
City of Lansing	CL-16-LTE-RC, Potter’s Zoo Creek Bridge	\$1,806,000
City of Lansing	CL-20-LTE-RC, Under RR North of Crego Park	\$335,000
City of Lansing	CL-09-LTW-GR, East of Moores Park	\$50,000
<b>City of Lansing Priority Applications from the Asphalt Round Moved Forward for the Bridge Round:</b>		
City of Lansing	River Trail West (Near Elm St) - Wall and Pavement Repair	\$215,393
City of Lansing	Moores River Drive Trail Repair	\$368,160
City of Mason	CM-03-HAY-SC, Maple Grove Cemetery to Mason Community Gardens	\$21,057.30

**JULY 26, 2016 REGULAR MEETING**

	*Reimbursement request for bridge work completed in 2015	
City of Mason	CM-01-HAY-SC, Near West S. Street	\$54,381
City of Mason	CM-02-HAY-SC, North of West Elm Street	\$54,381
Meridian Township	MT-07-MIP-DR, East of Okemos Road	\$140,000
Meridian Township	MT-03-PK-DR, Central Park South	\$101,000
Meridian Township	MT-05-PK-DR, Nancy L. Moore Community Park Trail End	\$50,000
Meridian Township	MT-04-PK-DR, Nancy L. Moore Community Park	\$70,000
Meridian Township	MT-02-MP-DR, West of Okemos Road	\$68,000
Meridian Township	MT-01-PK-SWL, Hartrick Park	\$136,000
Meridian Township	MT-06-MIP-DR West of Okemos Road, Meridian Interurban Pathway	\$10,000
	<b>TOTAL FUNDED</b>	<b>\$4,736,872.30</b>

THEREFORE BE IT RESOLVED, that bridge CL-18-LTE-RC, East of Crego Park Access - \$1,024,000 of the City of Lansing will not be funded in this round.

BE IT FURTHER RESOLVED, bridge CL-18-LTE-RC of the City of Lansing is eligible to be considered for a future round if the City of Lansing re-applies in a future round which would be subject to the subsequent approval by the Board of Commissioners in a future resolution.

BE IT FURTHER RESOLVED, per Board of Commissioner Resolution 16-257 that the remaining dollars from the Asphalt round (\$211,137) was placed with the 4.5 million already approved for the bridge round of applications bringing the total of the bridge round to \$4,711,137.

BE IT FURTHER RESOLVED, the Board of Commissioners authorize an additional \$25,735.30 be funded from the millage reserve for the bridge round for the overage.

BE IT FURTHER RESOLVED, the total request to be funded for the bridge round is \$4,736,872.30.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby approves entering into a contract with the City of East Lansing to fund the below projects in an amount not to exceed a total of \$890,500.

<b>Entity</b>	<b>Project Title</b>	<b>Total</b>
City of East Lansing	EL-07-NTT-SWL, South County Line, West of Abbot Road	\$229,450
City of East Lansing	EL-04-NTT-SWL, Whitehills Park	\$204,100
City of East Lansing	EL-03-ELT-RC, Hagadorn Road	\$206,050
City of East Lansing	CL-22-ELT-RC, Kalamazoo Street	\$128,700
City of East Lansing	EL-05-NTT-SWL, Harrison Meadows	\$61,100
City of East Lansing	EL-06-NTT-SWL, East of Abbey Road	\$61,100

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby approves entering into a contract with the City of Lansing to fund the below projects in an amount not to exceed a total of \$3,141,553.

<b>Entity</b>	<b>Project Title</b>	<b>Total</b>
City of Lansing	CL-29-LT-GR, Oakland Avenue	\$86,000
City of Lansing	CL-26-LT-GR, Lansing Center	\$281,000
City of Lansing	CL-16-LTE-RC, Potter's Zoo Creek Bridge	\$1,806,000

**JULY 26, 2016 REGULAR MEETING**

City of Lansing	CL-20-LTE-RC, Under RR North of Crego Park	\$335,000
City of Lansing	CL-09-LTW-GR, East of Moores Park	\$50,000

**City of Lansing Priority Applications from the Asphalt Round Moved Forward for the Bridge Round:**

City of Lansing	River Trail West (Near Elm St) - Wall and Pavement Repair	\$215,393
City of Lansing	Moores River Drive Trail Repair	\$368,160

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby approves entering into a contract with the City of Mason to fund the below projects in an amount not to exceed a total of \$129,819.30.

<b>Entity</b>	<b>Project Title</b>	<b>Total</b>
City of Mason	CM-03-HAY-SC, Maple Grove Cemetery to Mason Community Gardens *Reimbursement request for bridge work completed in 2015	\$21,057.30
City of Mason	CM-01-HAY-SC, Near West S. Street	\$54,381
City of Mason	CM-02-HAY-SC, North of West Elm Street	\$54,381

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby approves entering into a contract with Meridian Township to fund the below projects in an amount not to exceed a total of \$575,000.

<b>Entity</b>	<b>Project Title</b>	<b>Total</b>
Meridian Township	MT-07-MIP-DR, East of Okemos Road	\$140,000
Meridian Township	MT-03-PK-DR, Central Park South	\$101,000
Meridian Township	MT-05-PK-DR, Nancy L. Moore Community Park Trail End	\$50,000
Meridian Township	MT-04-PK-DR, Nancy L. Moore Community Park	\$70,000
Meridian Township	MT-02-MP-DR, West of Okemos Road	\$68,000
Meridian Township	MT-01-PK-SWL, Hartrick Park	\$136,000
Meridian Township	MT-06-MIP-DR West of Okemos Road, Meridian Interurban Pathway	\$10,000

BE IT FURTHER RESOLVED, that all work will be completed within two years from the date the contracts are executed.

BE IT FURTHER RESOLVED, to require the entity to include signage provided by the Ingham County Parks Department referencing the millage funds during the construction phase and a permanent sign to remain on the site in perpetuity post completion of the project.

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

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None    **Absent:** Nolan, Tsernoglou    **Approved 7/19/2016**

**JULY 26, 2016 REGULAR MEETING**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENTS WITH  
STOCKBRIDGE, BUNKER HILL, WILLIAMSTON, LOCKE,  
LESLIE, LEROY, AURELIUS, AND ALAIEDON TOWNSHIPS  
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

**RESOLUTION # 16 – 329**

WHEREAS, eight 2016 Local Road Program Agreements are proposed for the following Townships with details as to the proposed road improvements and funding provided in the following attachments:

Stockbridge Township (Attachment A)  
Bunker Hill Township (Attachment B)  
Williamston Township (Attachment C)  
Locke Township (Attachment D)  
Leslie Township (Attachment E)  
Leroy Township (Attachment F)  
Alaiedon Township (Attachment G)  
Aurelius Township (Attachment H)

WHEREAS, each attachment describes the proposed road improvements and funding for each Township; and

WHEREAS, total Road Department funding matches indicated in each attachment are included in the adopted/amended 2016 Road Department budget; and

WHEREAS, each respective Township shall pay excess costs associated with road improvements as described in Attachments A through H, or may reduce the scope of described road improvement projects in proportion to its available budget.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified in the attachments A through H to be performed by Road Department crews during the construction season of the 2016 calendar year subject to final approval by, or as modified by each Township.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with Stockbridge Township (Attachment A), Bunker Hill Township (Attachment B), Williamston Township (Attachment C), Locke Township (Attachment D), Leslie Township (Attachment E), Leroy Township (Attachment F), Alaiedon Township (Attachment G), and Aurelius Township (Attachment H) to effect the road improvements as described in each attachment.

## **JULY 26, 2016 REGULAR MEETING**

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.



## **JULY 26, 2016 REGULAR MEETING**

### **STOCKBRIDGE TOWNSHIP ATTACHMENT A**

Stockbridge Township and the Ingham County Road Department have agreed that asphalt wedging where needed, single course chip sealing and related repairs are needed on the following local roads in Stockbridge Township due to normal deterioration over time:

- Kinsey, Brogan to M-36
- Green, M-52 to Kane
- Milner, Dexter Trail to Brogan
- O'Brien, Parman to Chapman
- Chapman, Heeney to O'Brien
- Main, Stockbridge Village Limit to Dexter Trail
- Budd, Milner to Oakley
- Oakley, Budd to Burden
- Burden, Oakley to M-36
- Stilson, Catholic Church to Dexter Trail

at an estimated cost of \$310,000 for materials only on above projects with labor to be provided by the Road Department without charge to the project.

Stockbridge Township and the Ingham County Road Department have also agreed to gravel and place culverts where needed on Oakley Road, Budd Rd to north Township limit at an estimated cost of \$75,000 for materials only with labor to be provided by the road department without charge to the project.

Stockbridge Township has also agreed to split the cost of materials for placing an estimated 800 tons of asphalt wedging and commensurate shoulder gravel on Parman Road, a Township line road, with Bunker Hill Township, for \$34,000 total estimated cost, \$17,000 each for both Bunker Hill and Stockbridge Townships;

Total estimated cost of Stockbridge portion of all above 2016 local road program projects is 402,000.

Stockbridge Township may need to reduce the scope of this project to fit available budget.

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

In 2013 the Road Department negotiated a non-refundable permit fee of \$900,500 paid by Enbridge Energy Company, Inc., in consideration for Enbridge and/or its contractors building a petroleum pipeline through Stockbridge and other Townships at that time to use certain local, spring weight restricted roads in Stockbridge and other Townships at normal legal loading, with approximately one third, or \$300,000, of this fee related to, and thus held for use on, local roads in Stockbridge Township, to be used as agreed upon between Stockbridge Township and the Road Department, of which \$29,306 remains for use in 2016.

The Township is willing to pay the remaining portion of the cost of said improvements up to the extent of their budget available for this purpose.

## **JULY 26, 2016 REGULAR MEETING**

In the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, plus the above mentioned remaining Enbridge funds, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed ten percent (10%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

The Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by Road Department crews during the construction season of the 2016 calendar year subject to final approval by, or as modified by Stockbridge Township.

For 2016, the Road Department has allocated to Stockbridge Township's local roads, a maximum sum of \$66,600 from the County Road Fund, including \$44,400 left from prior years and \$22,200 for the 2016 allocation, which shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute up to \$66,600 from the County Road fund and \$29,306 from the above mentioned remaining Enbridge permit fee toward the cost of said improvement.

In the event the final cost of the improvements is less than the estimate, the savings shall first accrue to the Township for any final costs down to \$162,506 (being the amount of match from both the road department and Township plus the Enbridge revenue) and then be split evenly between the Township and the Road Department for any final cost down to \$29,306, being the remaining Enbridge revenue, below which any savings shall accrue to the Road Department to be held for use on future local road work in Stockbridge Township.

**JULY 26, 2016 REGULAR MEETING**

**BUNKER HILL TOWNSHIP  
ATTACHMENT B**

Bunker Hill Township and Ingham County Road department agree that the following improvements are needed on the following local roads in Bunker Hill Township:

- Parman Rd, Baseline to Fitchburg Roads, to include an estimated 800 tons asphalt wedging and commensurate gravel shouldering, with cost of work on Parman Road being on a township line road to be split with Stockbridge Township, \$34,000 total estimated cost, \$17,000 each for both Bunker Hill and Stockbridge Townships;
- Baseline Rd, Bunker Hill Rd to Friermuth Rd, to include an estimated 200 tons asphalt wedging where needed and single course chip-sealing, \$35,000 estimated cost;
- Friermuth Rd, Fitchburg to Holland Roads, to include an estimated 1000 tons asphalt wedging and commensurate gravel shouldering, \$42,000 total estimated cost;

Total of above estimated costs \$111,000 for materials to be applied by Road Department crews, \$94,000 for Bunker Hill Township, \$17,000 for Stockbridge Township.

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

The Township is willing to pay the remaining portion of the cost of said improvements.

In the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed ten percent (10%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

The Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2016 calendar year.

For 2016, the County on behalf of the Road Department, has allocated to Bunker Hill Township's local roads, a maximum sum of \$22,200.00 from the county Road Fund, which shall be matched equally by the Township to the extent used.

The County on behalf of the Road Department agrees to contribute \$22,200.00 toward the cost of said improvements from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

In the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to \$44,400, and then be split evenly between the parties for any final costs below \$44,400.00.

**JULY 26, 2016 REGULAR MEETING**

**WILLIAMSTON TOWNSHIP  
ATTACHMENT C**

Williamstown Township desires that improvements be performed on the following local roads in the 2016 local road program:

- Lounsbury between Barry and Haslett
- Shoesmith between the Township line and Shoeman
- Gulick between Shoeman and Zimmer
- Foster between Barry and the Township line
- To include asphalt wedging and skip-paving as necessary, single course chip-sealing, and on Shoesmith Road between the Township line and Shoeman, to include approximately 2-3 foot grade raise over approximately 600 foot length and related repaving to reduce frequent flooding in this low area, for a total estimated cost for materials only on all of the above of \$230,000.00; and

The Road Department is willing to cause said improvements to be undertaken by road department crews, to contribute labor without charge to the project, and to pay for a portion of the cost of said improvements.

The Township is willing to pay the remaining portion of the cost of said improvements.

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

The Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by road department crews during the construction season of the 2016 calendar year.

For 2016, the County on behalf of the Road Department has allocated to Williamstown Township's local roads, a maximum sum of \$30,000.00, plus carry-over of \$3,616.66 from 2015, for a total available in 2016 of \$33,616.66 shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute labor and up to one half of the final cost of this project to a maximum of \$33,616.66 toward the cost of said project, whichever is less.

In the event the final cost of the improvements is less than the estimate provided above, the savings shall first accrue to the Township for any final cost down to twice the above indicated Road department contribution (\$67,233.32), and then for any lower final costs, be split evenly between the Township and the Road Department.

**JULY 26, 2016 REGULAR MEETING**

**LOCKE TOWNSHIP  
ATTACHMENT D**

Locke Township desires that improvements be performed on various Locke Township local roads throughout the Township as part of the 2016 local road program to include asphalt leveling and maintenance pads where necessary including on the Locke Township portion of Glendor Subdivision streets, approximately 2360 tons of asphalt paving total for all roads, at a total estimated cost on all of the roads of \$94,400.00 for material only.

The Road Department is willing to cause said improvements to be undertaken by road department crews, to pay for a portion of the cost of said improvements from the County Road Fund, and to contribute labor without additional charge to the Township.

The Township is willing to pay the remaining portion of the cost of said improvements.

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

The Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2016 calendar year.

For 2016 the County, on behalf of the Road Department, has allocated to Locke Township's local roads, a maximum sum of \$22,200 plus carry-over from 2015 of \$22,200, for a total available in 2016 of \$44,400.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

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

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

**JULY 26, 2016 REGULAR MEETING**

**LESLIE TOWNSHIP  
ATTACHMENT E**

Leslie Township desires that improvements be performed on Churchill Road between Covert and Plains Roads, 2 miles, to include asphalt leveling and maintenance paving where necessary and single course chip-sealing, at an estimated cost for materials only of \$81,430.

The Road Department is willing to cause said improvements to be undertaken with road department crews, to contribute labor at no cost to the project, and to pay for a portion of the cost of said improvements from the County Road Fund.

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

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

The Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2016 calendar year.

For 2016, the County, on behalf of the Road Department, has allocated to Leslie Township's local roads, a maximum sum of \$24,000 plus carryover from 2015 of \$16,715.29 for a total available in 2016 of \$40,715.29 from the County Road Fund, which shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute labor and one half up to a maximum of \$40,715.29 toward the cost of said improvement from the County Road Fund.

In the event the final cost of the improvements is less than the estimate, the cost savings shall be split evenly between the parties.

**JULY 26, 2016 REGULAR MEETING**

**LEROY TOWNSHIP  
ATTACHMENT F**

Leroy Township desires that improvements be performed on various Leroy Township local roads throughout the Township to be chosen between the Township and Road department as part of the 2016 local road program to include asphalt leveling, skip-paving and maintenance pads where necessary, approximately 1800 tons of asphalt paving total for all roads, at a total estimated cost for materials on all the roads of \$72,200.00.

The Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to provide labor on this work at no cost to Leroy Township for Road Department labor.

The Township is willing to pay the remaining portion of the cost of said improvements.

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

The Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2016 calendar year.

For 2016, the County on behalf of the Road Department has allocated to Leroy Township's local roads, a maximum sum of \$22,200.00, which shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute up to \$22,200.00 toward the cost of said improvement and labor on these four projects at no cost to Leroy Township for Road Department labor.

In the event the final cost of the improvements is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above (\$44,400), the savings shall first accrue to the Township, and then, shall be split evenly between the Township and the Road Department for any final cost amount below \$44,400.

## JULY 26, 2016 REGULAR MEETING

### ALAIEDON TOWNSHIP ATTACHMENT G

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

- Wirt Road, East of College Road
  - Replacement of 12" X 46' cross-culvert
  - 200 ton of asphalt wedging through-out
  - 1300 ft of single course chip-sealing
- Willoughby Road, College to Hagadorn Roads
  - 1 mile of single course chip-sealing
- Willoughby Road, Dobie rd. to just East of Button Creek Bridge
  - 20 ton of asphalt repairs
  - 1 mile of single course chip-sealing
- Willoughby Road, Every to Meridian Roads
  - 1 mile of single course chip-sealing
- Lamb Road, Walline to Every Roads
  - 1 mile of single course chip-sealing
- Harper Road, College to Okemos Roads
  - 160 ton of asphalt repairs
  - Double seal 600 feet of the east bound lane under trees mid mile
  - 2.5 miles of single course chip-sealing
- Harper Road, Wolverine to Every Roads
  - 100 ton of asphalt repairs.
  - 1 mile of single course chip-sealing

for a total estimated cost for materials of \$137,500.00.

The Road Department is willing to cause said improvements to be undertaken, to contribute Road Department labor without charge where used on the above projects, and to pay for a portion of the cost of said improvements from the County Road fund.

The Township is willing to pay the remaining portion of the cost of said improvements.

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

The Road Department shall cause the improvements identified above and incorporated herein by reference to be performed during the construction season of the 2016 calendar year.

For 2016, the County on behalf of the Road Department has allocated to Alaiedon Township's local roads, a maximum sum of \$30,000.00, from the county road fund which shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute up to \$30,000.00 toward the cost of said improvement from the County Road fund and to provide labor by road department crews without charge to the project.



**JULY 26, 2016 REGULAR MEETING**

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

**JULY 26, 2016 REGULAR MEETING**

**AURELIUS TOWNSHIP  
ATTACHMENT H**

Aurelius Township desires that improvements be performed on Kipp Road, College to Edgar Roads, a distance of approximately 1.0 mile, as part of the 2016 local road program, to include asphalt maintenance skip-paving and wedging where necessary, at a total estimated cost of \$28,000.00 for materials to be applied by Road Department crews.

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

The Township is willing to pay the remaining portion of the cost of said improvements.

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

The Road Department shall cause the improvements identified above at a total estimated material cost of \$28,000.00 and incorporated herein by reference to be performed by Road Department crews during the 2016 construction season.

For 2016, the County, on behalf of the Road Department, has allocated to Aurelius Township's local roads, a maximum sum of \$22,200.00, plus carry-over from 2015 of \$1,753.39, for a total available in 2016 of \$23,953.39 from the County Road Fund, which shall be matched equally by the Township to the extent used.

The County, on behalf of the Road Department, agrees to contribute half the final cost up to a maximum of \$23,953.39 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

In the event the final cost of the improvements is less than the estimate, the cost savings shall be split evenly between the parties.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING CONTRACTED TRUCKING SERVICES  
TO HAUL HOT MIX ASPHALT TO THE INGHAM COUNTY ROAD DEPARTMENT**

**RESOLUTION # 16 – 330**

WHEREAS, the Ingham County Road Department uses approximately 15,000 to 25,000 tons of hot mix asphalt annually to maintain and improve the roads of Ingham County; and

WHEREAS, the Road Department's 2016 Pavement Maintenance Program is much larger than has been in recent years and contracted trucking services are needed to deliver hot mix asphalt to the Road Department crews for placement; and

WHEREAS, the Road Department amended 2016 budget includes controllable expenditures for this and other services; and

WHEREAS, the Purchasing Department solicited quotes for contracted trucking services from area trucking companies; and

WHEREAS, Rieth & Riley Construction Co. of Mason, Michigan was the only respondent to offer contracted trucking services to Road Department crews and is willing to continue this service at a rate of \$138.00 per hour; and

WHEREAS, it is the recommendation of Purchasing Department and Road Department to continue contracted trucking services with Rieth & Riley Construction Co. of Mason, Michigan.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the offer from Rieth & Riley Construction Co. of Mason, Michigan to continue contracted trucking service to deliver hot mix asphalt to Road Department crews at a rate of \$138.00 per hour.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN  
THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY  
AND THIRD PARTY AGREEMENTS BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM  
COUNTY AND THE CHARTER TOWNSHIP OF MERIDIAN AND INGHAM COUNTY IN  
RELATION TO ROAD CONSTRUCTION PROJECTS FOR PARK LAKE ROAD FROM GRAND  
RIVER AVENUE (M-43) TO MERRITT ROAD AND IMPROVEMENTS TO HAGADORN ROAD  
AND MT HOPE ROAD INTERSECTION**

**RESOLUTION # 16 – 331**

WHEREAS, the Ingham County Road Department received federal funding to resurface Park Lake Road from Grand River Avenue (M-43) to Merritt Road and to reconfigure and resurface the Hagadorn Road and Mt Hope Road intersection; and

WHEREAS, the two projects were packaged together as a single construction contract because they have similar work, to take advantage of economy of scale benefits, and to streamline federal inspection administration and reporting requirements; and

WHEREAS, the Ingham County Road Department also received a Michigan Department of Environmental Quality, Scrap Tire Market Development grant to study crumb rubber modified asphalt pavement and help pay for the Hagadorn Road and Mt Hope Road intersection project; and

WHEREAS, the third party agreement with Michigan State University for crumb rubber modified asphalt pavement grant funds has already been secure via Resolution No. 16-193; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with the State of Michigan/MDOT consistent with the requirement for state and federal funding requirements; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated third party agreement Charter Township of Meridian to secure funds for township requested work; and

WHEREAS, the estimated costs for both projects are as follows:

Federal STP Urban Funding	\$ 532,100
Federal CMAQ Funding	\$ 285,474
MDEQ Scrap Tire Grant:	\$ 180,000
Township Requested Sanitary Sewer Work:	\$ 59,100

**JULY 26, 2016 REGULAR MEETING**

Road Department Match:  $\frac{\$ 188,264}{\$1,244,938}$

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan/MDOT to effect resurfacing of Park Lake Road from Grand River Avenue (M-43) to Merritt Road and to reconfigure and resurface the Hagadorn Road and Mt Hope Road intersection for a total estimated cost of \$1,244,938 consisting of \$817,574 in federal funding, \$180,000 from an MDEQ scrap tire grant, and \$247,364 in Road Department and Charter Township of Meridian funds.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into third party agreement with Charter Township of Meridian to secure the estimated \$59,100 of funds for township requested work.

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 20**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A TEMPORARY ASSIGNMENT TO THE INTERIM CHIEF  
DEPUTY REGISTER OF DEEDS  
AND THE EXECUTION OF THE LETTER OF UNDERSTANDING**

**RESOLUTION # 16 – 332**

WHEREAS, due to the recent retirement of the Chief Deputy – Register of Deeds (Position No. 236002), the Register of Deeds seeks to temporarily transfer the job duties for that position to the Administrative Assistant (Position No. 236004), represented by UAW – TOPS, Local 2256; and

WHEREAS, the Administrative Assistant, Trisha Gerring, is qualified for and willing to temporarily assume these additional job duties and responsibilities; and

WHEREAS, the County has recognized that adjusting the employee’s salary for temporarily assuming the assigned additional duties and responsibilities during the interim period is justified; and

WHEREAS, the Ingham County Register of Deeds and the UAW-TOPS, Local 2256 are agreeable to this temporary arrangement, as reflected in the attached Letter of Understanding between the parties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the attached Letter of Understanding, outlining the terms and conditions of the interim assignment.

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

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**LETTER OF UNDERSTANDING  
BETWEEN  
COUNTY OF INGHAM (Employer)  
AND  
INGHAM COUNTY REGISTER OF DEEDS (Employer)  
AND  
UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL  
IMPLEMENT WORKERS OF AMERICA (UAW) INGHAM COUNTY  
UNIT LOCAL #2256 (Union)**

**WHEREAS**, the Employer and the Union have entered a collective bargaining agreement that covers the Administrative Assistant classification, extending through December 31, 2017; and

**WHEREAS**, due to the recent retirement of the Chief Deputy – Register of Deeds, the Employer seeks to temporarily assign that position on an interim basis to Trisha Gerring, Administrative Assistant; and

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

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

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

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

1. The parties agree that the Chief Deputy Register of Deeds job duties and responsibilities shall be temporarily assigned to Trisha Gerring, effective from July 18, 2016, until a successor has been appointed by the Register of Deeds.
2. The parties agree that while Ms. Trisha Gerring is serving as the Interim Chief Deputy Register of Deeds, Ms. Gerring's annual salary level shall be adjusted from her current UAW - TOPS Grade G, Step 3 (\$41,283.70) to the MCF Pay Grade 9, Step 1 level (\$55,785.48).
3. The parties agree that all seniority, economic fringe benefits and contribution structures provided under the UAW - TOPS, Local 2256 Unit, Collective Bargaining Agreement, will continue.
4. The parties agree that this Agreement is intended to be temporary in duration, to be effective from July 18, 2016, through no later than January 1, 2017, unless extend in writing by mutual agreement of the parties.

**JULY 26, 2016 REGULAR MEETING**

5. The balance of the Agreement between the parties will remain in full force and effect for the duration of the Agreement's term.

**COUNTY OF INGHAM**

**UAW LOCAL 2256**

\_\_\_\_\_  
Kara Hope, Chairperson      Date  
Ingham County Board of Commissioners

\_\_\_\_\_  
Sally Auer, Chairperson      Date

\_\_\_\_\_  
Derrick Quinney,              Date  
Register of Deeds

\_\_\_\_\_  
Trisha Gerring              Date

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

\_\_\_\_\_  
Mattis Nordfjord



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 21**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS FOR 2016 BASED ON THE  
ANNUAL EVALUATION OF THE COUNTY’S FINANCIAL RESERVE POLICY**

**RESOLUTION # 16 – 333**

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Ingham County government; its taxpayers, and its residents to maintain sufficient financial reserves to provide for the stable operation of the county government; to assure that the County’s financial obligations will be met; and to assure continuance of a strong credit rating; and

WHEREAS, the Board of Commissioners, through Resolution #02-17 has adopted a Financial Reserve Policy to guide decisions regarding the maintenance of sufficient financial reserves; and

WHEREAS, the Financial Reserve Policy and the status of county reserves is to be reviewed on an annual basis; and

WHEREAS, such a review has been done by the Controller’s Office, based on 2015 year end balances, and a report with recommendations has been given to the Finance Committee.

THEREFORE BE IT RESOLVED, that the 2016 budget be amended to authorize a transfer of \$500,000 from the General Fund unassigned balance to the Public Improvements Fund in order to provide adequate funds for infrastructure maintenance and improvements.

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

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 22**

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2016 INGHAM COUNTY BUDGET**

**RESOLUTION # 16 – 334**

WHEREAS, the Board of Commissioners adopted the 2016 Budget on October 27, 2015 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2016 BUDGET 7/1/16</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$80,896,808	\$22,384	\$80,919,192
208	Parks	2,279,091	2,450	2,281,541
256	ROD Automation	217,790	839	218,629
258	Potter Park/Zoo	3,672,269	84,313	3,756,582
262	Concealed Pistol Licensing	10,000	70,000	80,000
664	Mach. & Equip. Revolving	1,343,246	46,971	1,390,217

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**GENERAL FUND REVENUES**

	2016 Budget – <u>7/1/16</u>	Proposed <u>Changes</u>	2016 Proposed <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	44,696,645	86,000	44,782,645
Property Tax Adjustments	(150,000)		(150,000)
Delinquent Real Property Tax	15,000		15,000
Unpaid Personal Property Tax	(10,000)		(10,000)
Industrial Facility Tax	300,000		300,000
Trailer Fee Tax	15,000		15,000
<b>Intergovernmental Transfers</b>			
State Revenue Sharing	6,088,744		6,088,744
Convention/Tourism Tax - Liquor	1,395,224		1,395,224
Court Equity Fund	1,490,000		1,490,000
Use of Fund Balance	2,778,068		2,778,068
<b>Department Generated Revenue</b>			
Animal Control	708,636		708,636
Circuit Court - Family Division	1,016,625		1,016,625
Circuit Court - Friend of the Court	562,000		562,000
Circuit Crt - General Trial	2,467,390		2,467,390
Controller	3,170		3,170
Cooperative Extension	2,500		2,500
County Clerk	632,210		632,210
District Court	2,674,448		2,674,448
Drain Commissioner/Drain Tax	394,758		394,758
Economic Development	56,640		56,640
Elections	66,550		66,550
Emergency Operations	53,582		53,582

**JULY 26, 2016 REGULAR MEETING**

Equalization /Tax Mapping	10,100		10,100
Facilities	172,957		172,957
Financial Services	89,673		89,673
Health Department	120,000		120,000
Human Resources	42,368		42,368
Probate Court	277,178		277,178
Prosecuting Attorney	597,652	15,884	613,536
Register of Deeds	2,036,729		2,036,729
Remonumentation Grant	87,454		87,454
Sheriff	6,440,124		6,440,124
Treasurer	5,301,633	(79,500)	5,222,133
Tri-County Regional Planning	63,921		63,921
Veteran Affairs	399,829		399,829
<b>Total General Fund Revenues</b>	<b>80,896,808</b>	<b>22,384</b>	<b>80,919,192</b>

**GENERAL FUND EXPENDITURES**

	2016 Budget - <u>7/11/16</u>	Proposed <u>Changes</u>	2016 Proposed <u>Budget</u>
Board of Commissioners	556,179		556,179
Circuit Court - General Trial	8,613,169		8,613,169
District Court	3,175,311		3,175,311
Circuit Court - Friend of the Court	1,594,800		1,594,800
Jury Board	1,199		1,199
Probate Court	1,485,465		1,485,465
Circuit Court - Family Division	5,489,400		5,489,400
Jury Selection	127,967	6,500	134,467
Elections	358,257		358,257
Financial Services	771,089		771,089
County Attorney	445,143		445,143

**JULY 26, 2016 REGULAR MEETING**

County Clerk	953,950		953,950
Controller	937,239		937,239
Equalization/Tax Services	729,444		729,444
Human Resources	748,469		748,469
Prosecuting Attorney	6,347,069	15,884	6,362,953
Purchasing	217,271		217,271
Facilities	2,078,574		2,078,574
Register of Deeds	751,832		751,832
Remonumentation Grant	87,454		87,454
Treasurer	540,495		540,495
Drain Commissioner	964,065		964,065
Economic Development	131,524		131,524
Community Agencies	220,000		220,000
Ingham Conservation District	8,190		8,190
Equal Opportunity Committee	500		500
Women's Commission	500		500
Historical Commission	500		500
Tri-County Regional Planning	113,053		113,053
Jail Maintenance	215,600		215,600
Sheriff	20,794,155		20,794,155
Tri-County Metro Squad	75,000		75,000
Community Corrections	154,896		154,896
Animal Control	1,738,197		1,738,197
Homeland Sec./Emergency Ops.	204,115		204,115
Board of Public Works	300		300
Drain Tax at Large	430,000		430,000
Health Department	5,302,865		5,302,865
Community Health Centers	2,892,486		2,892,486

**JULY 26, 2016 REGULAR MEETING**

Jail Medical	1,921,190		1,921,190
Medical Examiner	359,075		359,075
Substance Abuse	701,927		701,927
Community Mental Health	1,897,161		1,897,161
Department of Human Services	1,924,769		1,924,769
Tri-County Aging	78,512		78,512
Veterans Affairs	551,795		551,795
Cooperative Extension	444,081		444,081
Library Legacy Costs	133,236		133,236
Parks and Recreation	1,566,141		1,566,141
Contingency Reserves	315,450		315,450
Legal Aid	20,000		20,000
2-1-1 Project	45,750		45,750
Community Coalition for Youth	27,000		27,000
Capital Improvements	1,654,999		1,654,999
<b>Total General Fund Expenditures</b>	<b>80,896,808</b>	<b>22,384</b>	<b>80,919,192</b>

**General Fund Revenues**

- Property Tax Revenue      Increase current year property tax revenue \$86,000 to reflect taxable value from 2016 Equalization Report.
- Prosecuting Attorney      Increase State Victim Rights revenue \$4,800 for tablet purchases per grant award. Increase VOCA revenue \$11,084 for Small Talk contract per grant award.
- Treasurer      Decrease interest revenue \$79,500 to reflect current projections.

**General Fund Expenditures**

- Jury Administration      Increase budget \$6,500 for transition to new jury management software.
- Prosecuting Attorney      Increase State Victim Rights revenue \$4,800 for tablet purchases per grant award. Increase VOCA revenue \$11,084 for Small Talk contract per grant award.

## JULY 26, 2016 REGULAR MEETING

### Non-General Fund Adjustments

Parks (F208)	Increase passport revenue per projections and increase expenses to purchase replacement passport camera (\$2,450).
ROD Automation (F256)	Increase use of fund balance to purchase one replacement PC (\$839).
Potter Park/Zoo (F258)	Increase revenues and expenditures \$84,313 to reflect current projection as follows: Decrease revenue control \$4,000, increase property tax related revenue \$37,900, decrease special events revenue \$1,500, increase zoo interactive site revenues \$6,875, decrease parking fees \$27,889, decrease interest revenue \$10,000, increase donations revenue \$20,000, decrease miscellaneous revenues \$25,000, increase use of fund balance \$87,927, decrease expenditure control \$5,000, decrease permanent salaries \$15,054, increase temporary salaries \$42,126, increase controllable costs \$40,241, and increase utilities \$22,000.
Concealed Pistol Licensing (F262)	Set up budget for Concealed Pistol Licensing fund. Fund was created in 2015, budget not included in 2016 budget process. (\$70,000)
Mach./Equip. Revolving (F664)	Increase CIP upgrade funds for emergency replacement of Probate Court video conferencing equipment (\$17,601), 2 PCs (\$1,677) and a scanner (\$3,500) for Circuit Court, one tablet for Controller's Office (\$1,711), one laptop for the County Clerk (\$1,328), one PC for Prosecuting Attorney's Office (\$942), 3 PCs for Cooperative Extension (\$2,516), 4 PCs for Treasurer's Office (\$3,458), 2 PCs for Veterans Affairs (\$2,166), 3 PCs for the Youth Center (\$2,516), and 11 PCs for the Sheriff's Office (\$9,556).

**JULY 26, 2016 REGULAR MEETING**

**2016 CONTINGENCY**

Adopted Contingency Amount	\$350,000
R16-165: BOC Temporary Employee for FOIA	(4,550)
R16-269: VOA New Hope Day Shelter	(30,000)
<b>Current Contingency Amount</b>	<b>\$315,450</b>



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 23**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING ROSEMARY HINCHEY**

**RESOLUTION # 16 – 335**

WHEREAS, after 10 years of dedicated service to Ingham County and the Ingham County Environmental Health Division Rosemary Hinchey will be retiring on July 29<sup>th</sup>, 2016; and

WHEREAS, Rosemary started her career at Ingham County in April 2006 as an Environmental Health Specialist in the Food Program; and

WHEREAS, Rosemary accepted the position of Sanitarian 1 in October of 2011; and

WHEREAS, for the past 10 years Rosemary has provided dedicated service to the Environmental Health Division including conducting food facility evaluations, pool evaluations, tattoo evaluations, and compliant investigations; and

WHEREAS, Rosemary also served as the lead Sanitarian for Michigan State University evaluations; and

WHEREAS, Rosemary has always shown dedication and compassion in the Environmental Health Division through her relationships with both coworkers and clients.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Rosemary Hinchey for her 10 years of service to the Health Department and for her commitment to protecting the safety of the public through her work.

BE IT FURTHER RESOLVED, the Board wishes her continued success in all her future endeavors.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Hope, Case Naeyaert  
**Nays:** None **Absent:** Nolan **Approved 7/18/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 24**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING TRI-COUNTY OFFICE ON AGING'S  
FISCAL YEAR 2017-2019 MULTI-YEAR PLAN**

**RESOLUTION # 16 – 336**

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, produced the Fiscal Year 2017-2019 Multi-Year Plan as required by the Older Americans Act and the Older Michiganian's Act; and

WHEREAS, the Ingham County Board of Commissioners has reviewed the Tri-County Office on Aging's Fiscal Year 2017-2019 Multi-Year Plan.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the Tri-County Office on Aging's Fiscal Year 2017-2019 Multi-Year Plan.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Hope, Case Naeyaert

**Nays:** None **Absent:** Nolan **Approved 7/18/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 25**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING TWO PURCHASE ORDERS FOR THE 20 TON RTU #10  
REPLACEMENT AT FOREST COMMUNITY HEALTH CENTER**

**RESOLUTION # 16 – 337**

WHEREAS, the 20 ton RTU #10 at Forest Community Health Center is in need of replacement; and

WHEREAS, both Trane US Inc., and Ingham County are members of the US Community Contract Program; and

WHEREAS, purchasing the unit directly through the manufacturer, Trane US Inc., and the US Community Contract, the County avoids paying the mark-up cost that would apply if the unit was purchased through Nelson Trane; and

WHEREAS, the Facilities Department is asking for a \$5,000.00 contingency for any unseen circumstances that may arise during installation; and

WHEREAS, the Facilities Department is requesting approval to issue two purchase orders totaling \$74,366.00 for the following:

1. Trane US Inc., through a co-op with US Community Contract #15-JLP-023 to purchase the 20 ton rooftop unit for a cost of \$40,366.00
2. Nelson Trane for installation of the rooftop unit for a cost of \$34,000.00 which includes the requested \$5,000.00 contingency

WHEREAS, funds for the project are available in the 2015 approved CIP line item #511-61553-976000-02012.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes two purchase orders for the 20 ton RTU #10 replacement at Forest Community Health Center as follows:

1. Trane US Inc., 3600 Pammel Creek Road, LaCrosse, Wisconsin, 54601-7599, through a co-op with US Community Contract #15-JLP-023 to purchase the rooftop unit for a total cost of \$40,366.00.
2. Nelson Trane, 5335 Hill 23 Drive, Flint, Michigan, 48507-3906 for installation of the rooftop unit for a total cost of \$34,000.00 which includes the \$5,000.00 contingency.

BE IT FURTHER RESOLVED, the project will be completed for a total not to exceed total cost of \$74,366.00 which includes the \$5,000.00 contingency.

## **JULY 26, 2016 REGULAR MEETING**

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Hope, Case Naeyaert  
**Nays:** None **Absent:** Nolan **Approved 7/18/2016**

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville  
**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE DEPARTMENT  
OF HEALTH AND HUMAN SERVICES 2016 CHILD CARE FUND BUDGET**

**RESOLUTION # 16 – 338**

WHEREAS, the Ingham County Department of Health and Human Services (DHHS) has identified a significant increase in projected expenses from primarily a substantial increase in institutional care placement costs for the 2016 Child Care Fund budget; and

WHEREAS, the DHHS is requesting the Ingham County Board of Commissioners to increase their 2016 budget appropriation accordingly.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase in the DHHS 2016 Child Care Fund budget appropriation by \$200,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to utilize \$200,000 from the fund balance of the Child Care Fund and amend the 2016 DHHS budget by increasing it in total by \$400,000 to include a match from the State of Michigan, in the amount of \$200,000 in accordance with this resolution.

BE IT FURTHER RESOLVED, that the DHHS shall continue to monitor institutional care placement costs as part of its efforts to stay within budget prior to any further appropriations being made for this purpose.

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Hope, Case Naeyaert

**Nays:** None **Absent:** Nolan **Approved 7/18/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 27**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2016 -2017 AGREEMENT WITH THE  
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF  
PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

**RESOLUTION # 16 – 339**

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

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

WHEREAS, the MDHHS and Ingham County Health Department (ICHD) has proposed a 2016 – 2017 Agreement for the delivery of public health services 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 2016 – 2017 Agreement with the MDHHS for the delivery of public health services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include essential local public health services, and several categorical public health programs identified in the attachments to the Agreement.

BE IT FURTHER RESOLVED, that approximately \$5.2 million of state/federal funds will be made available to ICHD through the Comprehensive Agreement, and that ICHDs contribution to expenditures associated with the agreement and budget shall not exceed levels appropriated in the County's 2017 Budget for these purposes.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes subcontracts for the period of October 1, 2016 – September 30, 2017 with specialty physicians, laboratories and health care institutions and other service providers necessary to implement the Breast and Cervical Cancer Control Navigation Programs in Clinton, Gratiot, Ingham, Ionia, Jackson, Livingston, Washtenaw, Genessee, Lapeer and Shiawasee Counties, which is a program included in the Comprehensive Agreement.

## JULY 26, 2016 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Board of Commissioners authorize a subcontract for the period of October 1, 2016 – September 30, 2017 with the Nurse Family Partnership to provide technical support, training and materials specific to the Nurse Family Partnership model which is a program included in the Comprehensive Agreement.

BE IT FURTHER RESOLVED, that service contracts are authorized with the providers named below to support outreach activities to potential and current Medicaid beneficiaries in the following categories:

Medical Outreach and Public Awareness  
Facilitating Medicaid Eligibility Determination  
Program Planning, Policy Development and Interagency Coordination Related to Medicaid Svcs  
Referral, Coordination and Monitoring of Medicaid Services  
Medicaid-Specific Training on Outreach Eligibility and Services  
Arranging for Medicaid-related Transportation and Provision for Medicaid-related Translation

These service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share). The braided contracts shall be authorized up to the amounts identified below for the period of October 1, 2016 – September 30, 2017:

- Allen Neighborhood Center \$88,088
- Northwest Initiative \$88,088
- South Lansing Community Development Association \$24,952
- South Side Community Coalition \$85,586
- Child & Family Charities \$52,250
- Catholic Charities St Vincent Home \$128,250
- Cristo Rey Community Center \$61,750
- Family Community Development Services \$126,190

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, is authorized to submit the 2016 - 2017 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2017 Budget in order to implement this resolution.

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Hope, Case Naeyaert

**Nays:** None **Absent:** Nolan **Approved 7/18/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 28**

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF THE MEDIA REPRESENTATIVE TO  
THE INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS ADVISORY BOARD**

**RESOLUTION # 16 – 340**

WHEREAS, the Ingham County Board of Commissioners authorized participation of Ingham County with the City of Lansing in a joint City/County Community Corrections Advisory Board through Resolution 90-51; and

WHEREAS, the make-up of the Community Corrections Advisory Board must represent various criminal justice and community interests as specified in Public Act 511; and

WHEREAS, the media position is currently vacant; and

WHEREAS, Jacqueline Straub, 726 Wolverine Road, Mason, 48854 is interested in being appointed to the Community Corrections Advisory Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners appoint Jacqueline Straub to serve on the Community Corrections Advisory Board as the media representative to a term expiring September 17, 2019.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this resolution to the City of Lansing for consideration of this joint appointment.

BE IT FURTHER RESOLVED, that the City of Lansing is requested to review and confirm the above appointment as soon as possible.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville  
**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

Adopted as part of the consent agenda.



**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 29**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH TEACHOUT SECURITY FOR  
UNIFORMED UNARMED GUARD SERVICES IN VARIOUS COUNTY BUILDINGS**

**RESOLUTION # 16 – 341**

WHEREAS, the current contract for guard services expired on May 31, 2016; and

WHEREAS, the Purchasing and Facilities Departments both agree that a contract be awarded to Teachout Security for uniformed unarmed guard services for a contract term of three (3) years beginning June 1, 2016 and ending May 31, 2019, with a two (2) year renewal option; and

WHEREAS, this contract requires the payment of living wages; and

WHEREAS, the funds for this contract are available within the appropriate contractual line items.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Teachout Security, 416 Frandor Avenue, Ste. 103, Lansing, Michigan 48912, to provide uniformed unarmed guard services in various county buildings for three (3) years with a two (2) year contract renewal option beginning June 1, 2016 and ending May 31, 2019, at a billable rate of \$20.25/hour, an initial yearly cost of \$414,882.00. Additional years will be based on the living wage rate increase.

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

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville

**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**COUNTY SERVICES: Yeas:** Koenig, Celentino, Bahar-Cook, Hope, Maiville

**Nays:** None **Absent:** Nolan, Tsernoglou **Approved 7/19/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 30**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT THE 2017 JUVENILE JUSTICE COMMUNITY AGENCY  
PROCESS CALENDAR**

**RESOLUTION # 16 – 342**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002 and renewed in 2006, for the purpose of funding an increase to Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish the 2017 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of \$125,000 for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby adopts the attached 2017 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville

**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**2017 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR**

July 26, 2016	The Board of Commissioners adopts the 2017 Juvenile Justice Community Agency Process Calendar Resolution.
July 27, 2016	A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is August 22, 2016 at 5:00pm.
August 26, 2016	The Controller's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage.
September 27, 2016	A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Law & Courts Committee. (Notebook is distributed at the September 27, 2016 Board of Commissioners' Meeting)
September 29, 2016	The Law & Courts Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Law & Courts Committee meeting. The Law & Courts Committee makes their recommendations by resolution to the Finance Committee.
October 5, 2016	The Finance Committee approves the resolution for Juvenile Justice Community Agency funding to the Board of Commissioners.
October 10, 2016	The Board of Commissioners authorizes a resolution for the 2017 Juvenile Justice Community Agency grant awards.
October 14, 2016	The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation.
October 14, 2016	Juvenile Justice Community Agencies are notified of the County grant award and informs the agency that a County contract will be forthcoming in December.
December 2016	Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount.
January 2017	Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above.
July 14, 2017	The Juvenile Justice Community Agencies send in their first six month report to the Controller's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 31**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE  
TO ACCEPT (10) .38 CALIBER REVOLVER FIREARMS DONATED FROM  
SECURITAS SECURITY COMPANY**

**RESOLUTION # 16 – 343**

WHEREAS, the Ingham County Sheriff's Office has a Firearms Training Division; and

WHEREAS, the Firearms Training Division utilizes several different caliber of weapons during the training of Ingham County Sheriff's Office employees as well as law enforcement Officers from surrounding police agencies; and

WHEREAS, Securitas Security Company has donated (10) .38 caliber revolver firearms to the Firearms Training Division.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of (10) .38 caliber revolver firearms from Securitas Security Company to the Ingham County Sheriff's Office Firearms Training Division to be used during firearms training.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners expresses their appreciation to Securitas Security Company for their support of the Ingham County Sheriff's Firearms Training Division.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to accept the donation of (10) .38 caliber revolver firearms and directs the Firearms Training Division to maintain the weapons for training use and that they be maintained in the Ingham County Sheriff's Office armory.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville  
**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 32**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF’S OFFICE TO EXTEND  
A CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS  
TO RENT 100 BEDS TO THE MICHIGAN DEPARTMENT OF CORRECTIONS**

**RESOLUTION # 16 – 344**

WHEREAS, the Ingham County Jail (Jail) has an established design rated capacity of 665 beds (569 beds are currently utilized due to the previous closure of Post 3 and Post 6) which includes 472 County beds (408 County beds are being utilized as a result of the previous closure) and 100 contractual beds; and

WHEREAS, the funds received by the County for leasing the contractual beds are used to reduce the general fund cost of operating the Jail; and

WHEREAS, the Ingham County Sheriff’s Office has negotiated a Fourth Amendment to the Agreement with Michigan Department of Corrections to rent 100 beds as needed at a cost of \$36.00 per day per bed, up to but not to exceed \$1,314,000.00, effective October 1, 2016 through September 30, 2017, for the Michigan Department of Corrections’ Intensive Detention Reentry Program (parole violators); and

WHEREAS, the revenue to be received from the renting of the 100 beds, which is anticipated to be \$1,314,000.00, is in the 2017 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entry into the Fourth Amendment to the Agreement with the Michigan Department of Corrections to continue renting 100 of the Jail’s beds as needed, at a cost of \$36.00 per day per bed, up to but not to exceed \$1,314,000.00, effective October 1, 2016 through September 30, 2017, for the Michigan Department of Corrections’ Intensive Detention Reentry Program.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the Sheriff to sign all necessary contract documents consistent with this resolution upon review and approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville  
**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 33**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT THE ASPCA ADOPTION AMBASSADOR PROGRAM GRANT**

**RESOLUTION # 16 – 345**

WHEREAS, the Ingham County Animal Control has applied for and has been approved to receive an Adoption Ambassador grant from the ASPCA; and

WHEREAS, the purpose of this grant is to enhance our foster program by providing animal care and marketing materials; and

WHEREAS, the award amount of this grant is \$2,000 with no match requirement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the \$2,000 Adoption Ambassador grant from the ASPCA for the time period of June 14, through December 14, of 2016.

BE IT FURTHER RESOLVED, 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, 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.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville  
**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDS FOR TWO REPLACEMENT VEHICLES  
FOR THE INGHAM COUNTY FAMILY CENTER**

**RESOLUTION # 16 – 346**

WHEREAS, the Family Division has a fleet of 10 vehicles to transport juveniles to and from the Ingham Academy as well as the Pride Evening Reporting Program; and

WHEREAS, two of the ten vehicles are in need of replacement (both 2010 Dodge Caravans), both with mileage exceeding 135,000 and one of the two in need of extensive transmission work; and

WHEREAS, the Family Division's budget includes a line item for van replacement. The funds deposited in this reserve come from the Child Care Fund's reimbursement for each van's usage, transporting youth to and from community programs; and

WHEREAS, as of the end of 2015, there is a balance of \$81,910 in the van replacement reserve portion of the Family Division's budget; and

WHEREAS, a request is made to purchase two new Dodge Grand Caravan minivans at a cost not to exceed \$56,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of two new Dodge Grand Caravan minivans at a cost not to exceed \$56,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the van replacement reserve in the 2016 Family Division budget.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville

**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

**JULY 26, 2016 REGULAR MEETING**

**ADOPTED – JULY 26, 2016  
AGENDA ITEM NO. 35**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDS FOR RENOVATION OF OFFICE SPACE  
AT THE INGHAM COUNTY FAMILY CENTER**

**RESOLUTION # 16 – 347**

WHEREAS, the Ingham County Family Center was purchased by the County in 2008 and is the location of the Ingham Academy and the Pride Evening Reporting Program; and

WHEREAS, these two programs are managed by the Ingham County Circuit Court Family Division, providing treatment for delinquent youth brought to the attention of the Court; and

WHEREAS, there are currently 6 Juvenile Court Officers and 2 managers sharing 4 small offices, in addition to having interns from Michigan State University; and

WHEREAS, in addition to Family Division staff, students who attend Ingham Academy and Pride meet regularly with substance abuse counselors and mental health therapists. Locating a room for these services to occur is challenging; and

WHEREAS, there is a need for expanding office space for Juvenile Court Offices and treatment providers; and

WHEREAS, a plan to remodel a large multipurpose room to accommodate the 8 Court staff by purchasing cubicles which would provide a sense of privacy in order for them to perform their job duties more effectively is requested; and

WHEREAS, by moving the 8 court staff, there would be the 4 rooms vacated by the Court staff that would be used for treatment services; and

WHEREAS, the cost of this remodel would include \$17,832.90 to be paid to DBI for office furniture and cubicles, \$5,100 to be paid to Lansing Tile and Mosaic for carpeting for the large room and \$2,050 to FD Hayes for data drops, for a total of \$24,982.90; and

WHEREAS, the Family Division is projecting a surplus of Juvenile Justice Millage dollars in the Community Programs line item (29266226 818000) which would cover the cost of this renovation.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the renovation of the multipurpose room at the Ingham County Family Center to be used for additional office space.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes this renovation would be at cost not to exceed \$25,000 to come from the Community Programs line item currently established in the 2016 Family Division budget.



**JULY 26, 2016 REGULAR MEETING**

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes payments in the amount of \$17,832.90 to DBI for office furniture and cubicles, \$5,100 to Lansing Tile and Mosaic for carpeting and installation, and \$2,050 to FD Hayes for data drops.

BE IT FURTHER RESOLVED, the Controller/Administrator is directed to make the necessary budgetary adjustments from the Family Division's 2016 Budget.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Banas, Schafer, Maiville

**Nays:** None **Absent:** Anthony **Approved 7/14/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 7/20/2016**

Adopted as part of the consent agenda.

## **JULY 26, 2016 REGULAR MEETING**

### **SPECIAL ORDERS OF THE DAY**

Commissioner Crenshaw moved for the following appointment:

Commissioner Nolan to the Ingham Health Plan.

Commissioner Tennis supported the motion.

The motion carried unanimously. Absent: Commissioners Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou.

### **PUBLIC COMMENT**

None

### **COMMISSIONER ANNOUNCEMENTS**

Commissioner Crenshaw announced that the Ingham Academy Garden Gala was being held today. He further announced that the Ingham Academy would be holding their commencement exercises on Wednesday, July 27 at 2 p.m. Commissioner Crenshaw invited all to attend. He announced that the Ingham Academy boys basketball team was the state runner up at the Michigan Alternative Athletic Association Tournament.

Commissioner Anthony announced that there was an election scheduled for Tuesday, August 2. She invited all eligible voters to vote.

Commissioner Koenig announced that the Ingham County fair was scheduled for next week. She invited all to attend.

Commissioner Banas announced that the League of Women Voters offered a 411-type service where voters could call in for information about the upcoming election.

### **CONSIDERATION AND ALLOWANCE OF CLAIMS**

Commissioner Tennis moved to pay the claims. Commissioner Schafer supported the motion.

The motion carried unanimously. Absent: Commissioners Bahar-Cook, Case-Naeyaert, Maiville, Nolan, and Tsernoglou.

### **ADJOURNMENT**

The meeting was adjourned at 6:38 p.m.

**Bennett, Becky**

---

**From:** Mark Eagle <markaeagle@yahoo.com>  
**Sent:** Wednesday, August 03, 2016 1:34 PM  
**To:** Bliesener, Elisabeth; Parsons, Travis; Bennett, Becky  
**Subject:** Fw: Resignation from Equal Opportunity Committee

FYI

----- Forwarded Message -----

**From:** Liz Abdnour <liz.abdnour@gmail.com>  
**To:** Mark Eagle <markaeagle@yahoo.com>  
**Sent:** Wednesday, August 3, 2016 12:26 PM  
**Subject:** Resignation from Equal Opportunity Committee

Dear Mark,

I am writing to let you know that unfortunately I need to resign from the Ingham County Equal Opportunity Committee. I am very sorry to have to do this. I was elected president of the board I serve on in March, which was unexpected, and the time commitment for that has been huge and caused me to have to reevaluate my other commitments in order to put the required time and effort into that role and not have my family and personal life suffer.

I really appreciate the time and experiences I have had on the committee so far and I wish the committee the best in the future. Thank you very much for allowing me the opportunity to serve for the time I did.

--

Liz Abdnour  
Attorney at Law  
Board President, The Firecracker Foundation  
<http://www.firecrackerfoundation.org/>

**Bennett, Becky**

---

**From:** Masseau, Teresa  
**Sent:** Thursday, August 04, 2016 11:03 AM  
**To:** Bennett, Becky  
**Subject:** FW: Resignation from PPZ Advisory Board

FYI

**From:** Wagner, Cynthia  
**Sent:** Wednesday, August 03, 2016 4:46 PM  
**To:** Masseau, Teresa  
**Subject:** Fwd: Resignation from PPZ Advisory Board

*Sent from my Verizon Wireless 4G LTE Droid*

----- Forwarded message -----

From: George Berghorn <[gberghorn@gmail.com](mailto:gberghorn@gmail.com)>  
Date: Aug 3, 2016 2:49 PM  
Subject: Resignation from PPZ Advisory Board  
To: "John Groen ([jagroen@gmail.com](mailto:jagroen@gmail.com))" <[jagroen@gmail.com](mailto:jagroen@gmail.com)>  
Cc: "Wagner, Cynthia" <[CWagner@ingham.org](mailto:CWagner@ingham.org)>, "Wingeier, Andrew" <[AWingeier@ingham.org](mailto:AWingeier@ingham.org)>

John,

I cannot find your number on my phone - I swapped phones and lost some of my contacts. I'd prefer to do this more personally, but since the boardmeeting is tonight, time is of the essence.

My wife and I will be closing on a house in DeWitt (Clinton County) on August 24th. As a result, I believe I am no longer eligible for service on the PPZ Advisory Board. This was the one downside of finding a wonderful home that we are very excited to move into. Going forward on the premise that my assumption is correct, I therefore tender my resignation from the Board effective today, solely based on the reason of changing residency.

I have greatly enjoyed my 4+ years on the board, and especially relished being a small part of the ongoing modernization and transformation of the zoo. I particularly appreciated getting to work with high quality, dedicated, and professional members of the PPZ staff and advisory board. I wish the zoo well as it continues its important mission locally, regionally, and globally.

Please do not hesitate to call on me if I can be of any future service to the zoo or the advisory board. I am sure I will continue to see many of you around the zoo and at PPZ events, as the zoo will remain a fixture of my family's local activity.

Best regards,

George H. Berghorn, PhD



Maner Costerisan PC  
2425 E. Grand River Ave.  
Suite 1  
Lansing, MI 48912-3291  
T: 517 323 7500  
F: 517 323 6346  
www.manercpa.com

July 28, 2016

RECEIVED  
AUG 01 2016

Chairperson  
Ingham County Board of Commissioners  
County Building  
Mason, MI 48854

Dear Sir or Madam:

You will find enclosed an annual accounting for the Ingham County 9-1-1 Service District. Section 405 of Senate Bill No. 303 of 1986 requires that telephone service providers of each service district prepare an annual accounting of the 9-1-1 technical (network) revenues and expenses.

We have been retained by the service providers listed on the attached statement to compile this information. This report provides your district's information for each listed provider of 9-1-1 service in your district. The over (under) collection amount may result in a change in the 9-1-1 technical rate. Rate changes are generally done annually in May to be effective July 1.

If you have any questions regarding the information, please contact our office.

Very truly yours,

*Edward B. Rebman, CPA*

Edward B. Rebman, CPA  
Principal

EBR:kp  
Enclosures  
cc: 911 coordinator

**INGHAM COUNTY**  
**E911 TECHNICAL SURCHARGE POOL**  
**FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**

## CONTENTS

	<u>Page</u>
Accountant's disclaimer report .....	3
Financial statements	
Statements of trust assets and liabilities.....	4
Statements of trust additions and deductions .....	5
Notes to financial statements .....	6 - 8



Maner Costerisan PC  
2425 E. Grand River Ave.  
Suite 1  
Lansing, MI 48912-3291  
T: 517 323 7500  
F: 517 323 6346  
[www.manercpa.com](http://www.manercpa.com)

---

### ACCOUNTANT'S DISCLAIMER REPORT

To the Telephone Service Suppliers of  
Ingham County E911 Technical Surcharge Pool

The accompanying financial statements of Ingham County E911 Technical Surcharge Pool as of and for the years ended December 31, 2015 and 2014, were not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

*Maner Costerisan PC*

July 25, 2016



**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL  
(AN ASSOCIATION)  
STATEMENTS OF TRUST ASSETS AND LIABILITIES  
DECEMBER 31, 2015 AND 2014**

	2015	2014
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Amounts due from common funds	\$ 77,395	\$ 118,285
Accounts receivable - service suppliers	31,680	24,300
Total current assets	\$ 109,075	\$ 142,585
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable - service suppliers	\$ 45,173	\$ 49,193
Surplus	63,902	93,392
Total current liabilities	\$ 109,075	\$ 142,585

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL  
(AN ASSOCIATION)  
STATEMENTS OF TRUST ADDITIONS AND DEDUCTIONS  
YEARS ENDED DECEMBER 31, 2015 AND 2014**

	2015	2014
ADDITIONS - technical surcharges	\$ 146,305	\$ 156,161
DEDUCTIONS - provision of service costs	175,795	188,318
DEFICIT	(29,490)	(32,157)
SURPLUS, beginning of year	93,392	125,549
SURPLUS, end of year	\$ 63,902	\$ 93,392

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL  
(AN ASSOCIATION)  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of accounting - These financial statements are prepared on the accrual basis of accounting. Additions are recorded when billed and deductions are recorded based upon the provisions of tariffs filed with the Michigan Public Service Commission. Since the statute mandates cost recoveries, there is no income, loss or corresponding fund balance.

Common funds - The service suppliers utilize a common bank account for the seventy-nine service districts within the State of Michigan (the Pool). All funds within the Pool are held in trust solely for participating service suppliers. Cash and cash equivalents consist of cash on deposit and short-term investments with maturities of three months or less. Interest earnings, generally immaterial, are credited to the various service districts to reduce reported costs.

Accounts receivable - Accounts receivable are reported at the amount management expects to collect on balances outstanding at year-end. Receivable amounts are charged to bad debt expense when they are determined to be uncollectible based upon a periodic review of the accounts by management. Accounting principles generally accepted in the United States of America require that the allowance method be used to recognize bad debts; however, the effect of using the direct write-off method is not materially different from the results that would have been obtained under the allowance method.

Federal income tax - Due to the nature of the Pool, taxes on income are not applicable. Accordingly, these financial statements do not reflect a provision for income taxes and the Pool has no other tax positions which must be considered for disclosure.

Amounts due to or from common funds - represents the service district's cash and cash equivalents or advances from the Pool bank account.

Accounts payable or receivable - service suppliers - represents the amounts due to or from the emergency telephone service suppliers within the service district. Accounts receivable are carried at their estimated collectible amounts and do not bear interest.

Additions - represent the monthly billings of technical surcharges to end users by the service suppliers. These amounts are determined in accordance with the provisions of P.A. 32 and are subject to maximum caps as stipulated by that statute.

Deductions - represent the costs of providing the emergency telephone network, switching, billing and collection, and similar amounts by the service suppliers to end users in the service district.

Surplus or deficit - represents future refunds or billings to adjust for the over or under collection of surcharges from the service end users. Adjustments are generally made on an annual basis.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL  
(AN ASSOCIATION)  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 2 - NATURE OF ORGANIZATION, RISKS, AND UNCERTAINTIES**

The Ingham County E911 Technical Surcharge Pool is an unincorporated association of suppliers of emergency (911) telephone service within Ingham County, in the State of Michigan. It was formed to provide for the settlement of costs between service suppliers as required by Public Act 32 (P.A. 32) of 1986, as amended.

The service suppliers for this service district are CenturyTel of Upper Michigan, Comcast, Frontier Communications, AT&T, Matrix Telecom, Shiawassee Telephone Company, Springport Telephone Company, TDS Metrocom, and TelNet Worldwide. In accordance with P.A. 32, these service suppliers are entitled to recovery of costs as defined by the statute. In addition, the statute requires uniform billing on a geographic basis. Each service supplier reports its billings and costs. These amounts are then pooled and settlements for over or under collections are made.

The Pool is required to disclose significant concentrations of credit risk regardless of the degree of such risk. Financial instruments that potentially subject the Pool to concentrations of credit risk consist principally of temporary cash investments. The Pool places its temporary cash investments with FDIC insured financial institutions. Although such investments and cash balances may exceed the federally insured limits at certain times during the year, they are, in the opinion of management, subject to minimal risk.

Management evaluates events and transactions that occur after year end for potential recognition or disclosure in the financial statements. These subsequent events have been considered through July 25, 2016, which is the date the financial statements were available to be issued.

In the preparation of tax returns, tax positions are taken based on interpretation of federal, state and local income tax laws. Management periodically reviews and evaluates the status of uncertain tax positions and makes estimates of amounts, including interest and penalties, ultimately due or owed. No amounts have been identified, or recorded, as uncertain tax positions. Federal, state and local tax returns generally remain open for examination by the various taxing authorities for a period of three to four years.

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions that affect the reported amounts of assets, and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from estimated amounts.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL  
(AN ASSOCIATION)  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 3 - SURCHARGE RATES**

P.A. 32 permits the recovery of both recurring and nonrecurring charges. Recurring charges are defined as the amounts necessary for the ongoing operation of the system. Nonrecurring charges are for the initial setup and non-operational installation of trunks, circuits and similar items. Depending on the date of commencement of service, the nonrecurring charges are subject to various amortization rates and periods of up to ten years. At December 31, the Ingham County billed access-facility monthly rates were:

	2015	2014
Recurring	\$ 0.23	\$ 0.20
Nonrecurring	0.00	0.00
Total	\$ 0.23	\$ 0.20

Effective July 1, 2016, the recurring rate will be increased by \$0.01 resulting in a total rate of \$0.24.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



DAN WYANT  
DIRECTOR

RECEIVED  
AUG 12 2016

August 9, 2016

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environmental Quality, Air Quality Division's Pending New Source Review Application Report is enclosed. This report lists all of the pending applications submitted for sources within your county.

The Pending New Source Review Applications Report includes the following information: county, city, date received, applicant's name, site address, application permit number, and a brief description of the nature of the source or process.

This report will be sent to you on a monthly basis unless you request that your name be deleted from our mailing list. Please note that this information is updated weekly and is also available on the Internet. A query is accessible on the Permits page at the following address: <http://www.deq.state.mi.us/aps>. Click on "NSR Pending Application Query," select the county name from the drop down list, then click the "Submit Query" button. You may obtain information on sources located in neighboring counties by accessing the above query or by contacting me.

Thank you for your interest in this matter.

Sincerely,

Sue Thelen  
Permit Section  
Air Quality Division  
517-284-6804

Enclosure

## MDEQ Air Quality Pending Permit to Install Applications

**District: Lansing**

<u>County</u>	<u>City</u>	<u>SRN</u>	<u>Site Address</u>	<u>Applicant</u>	<u>Permit No.</u>	<u>Received</u>	<u>Application Reason</u>
GENESEE	FLINT	B6179	4302 JAMES P COLE BLVD	LOCKHART CHEMICAL COMPANY	26-16	2/8/2016	CONSOLIDATE EXISTING PERMITS & HAPS OPT-OUT
GENESEE	FLINT	N1332	2178 S DYE ROAD	MACKENZIE CRUSHING, LLC	116-16	6/30/2016	CONCRETE RECYCLING
GENESEE	FLINT	N7256	5204 ENERGY DRIVE	UNIVERSAL COATING, INC	96-03D	4/26/2016	VARIOUS COATING LINES
GENESEE	GRAND BLANC	N7982	3090 W COOK ROAD	LEADING EDGE FIBERGLASS POOLS	53-08B	7/18/2016	CHANGE FROM 1 TPY TO 3 TPY FOR ACETONE USAGE
GENESEE	MONTROSE	N5987	8335 W VIENNA ROAD	GRANGER ELECTRIC OF BRENT RUN, LLC	78-16	5/13/2016	INTERNAL COMBUSTION ENGINES
INGHAM	EAST LANSING	K3249	426 AUDITORIUM ROAD BOARD OF TRUSTEES ROOM 405	MICHIGAN STATE UNIVERSITY	95-12A	4/29/2016	INCREASE IN SULFUR DIOXIDE EMISSIONS FROM THE FLARE
LAPEER	BROWN CITY	B3534	7426 DEANVILLE ROAD PLANT 2 PORTABLE CRUSHER	EDWARD C LEVY COMPANY	206-03C	7/25/2016	JAW CRUSHER
SHIAWASSEE	OWOSSO	N2430	401 S DELANEY ROAD	OWOSSO COMPOSITE, LLC	129-16	7/18/2016	MANUFACTURES FIBERGLASS BOATS AND COMPONENTS

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO EXECUTE A WATERBORNE CENTERLINE PAVEMENT MARKING  
AGREEMENT WITH WILLIAMSTOWN TOWNSHIP**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Purchasing Department solicits unit prices annually for contractor applied waterborne pavement markings, on behalf of the Road Department; and

WHEREAS, the Road Department uses the bid unit prices and estimated quantities to determine and recommend a contractor to perform the work; and

WHEREAS, the Road Department annually refreshes the centerline and edgeline paint on all 433 miles of our primary roads and biennially on selected local roads within the nine participating local road pavement marking program townships; and

WHEREAS, Williamstown Township requested that their local roads be included in this year's local road pavement marking program, which they will pay for; and

WHEREAS, the estimated costs for the 2016 Williamstown Township centerline pavement markings is \$7,871.21.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a centerline pavement marking agreement with Williamstown Township, for the estimated total of \$7,871.21, to provide township wide local road pavement marking as part of the Road Department's 2016 pavement marking program.

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

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**



Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

**RESOLUTION # 16 –**

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated August 2, 2016 as submitted.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**INGHAM COUNTY ROAD DEPARTMENT**

DATE: August 2, 2016

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2016-419	COMCAST	CABLE / OH	VAN ATTA RD & JOLLY RD	MERIDIAN	36
2016-420	COMCAST	CABLE / UG	HAMILTON RD & MARSH RD	MERIDIAN	22
2016-421	CONSUMERS ENERGY	GAS	LOUNSBURY RD & BARRY RD	WILLIAMSTOWN	2
2016-422	CONSUMERS ENERGY	GAS, ELECTRIC	CREEKSTONE TR & BENNETT RD	MERIDIAN	29
2016-423	CONSUMERS ENERGY	GAS	TOLLAND AVE & FAY AVE	DELHI	15
2016-424	CONSUMERS ENERGY	GAS	TOMLINSON RD & TUTTLE RD	VEVAY	21
2016-425	AT & T	CABLE / UG	DOBIE RD & HAMILTON RD	MERIDIAN	22
2016-426	ALAIEDON TONWSHIP	SPECIAL EVENT	HOWELL RD & HAGADORN RD	ALAIEDON	32
2016-427	ROBERT & MARTHA RODRIGUEZ	LAND DIVISION	EIFERT RD & BARNES RD	AURELIUS	33
2016-428	AT & T	CABLE / UG	CHESTER RD & GRAND RIVER	LANSING	11
2016-435	CONSUMERS ENERGY	GAS	HASLETT RD & PARK LAKE RD	MERIDIAN	8
2016-436	CONSUMERS ENERGY	GAS	GROVENBURG RD & HARPER RD	DELHI	30
2016-438	COMCAST	CABLE / UG	MARSH RD & TIHART RD	MERIDIAN	15
2016-439	COMCAST	CABLE / UG	GRAND OAKS DR & ENGLISH OAK DR	DELHI	2
2016-440	CONSUMERS ENERGY	GAS	GREENFIELD PKWY & ROSELAND AVE	MERIDIAN	17
2016-448	COMCAST	CABLE / UG	GROVENBURG RD & MCCUE RD	DELHI	29
2016-449	AT & T	CABLE / UG	NEWMAN RD & MARSH RD	MERIDIAN	22
2016-450	CONSUMERS ENERGY	GAS	EDEN RD & KIPP RD	VEVAY	8
2016-451	AT & T	CABLE / UG	OKEMOS RD & FOX HOLLOW DR	MERIDIAN	33
2016-452	COMCAST	CABLE / UG	OKEMOS RD & GRAND RIVER	MERIDIAN	22
2016-453	CONSUMERS ENERGY	GAS	COLLEGE RD & HOWELL RD	AURELIUS	1
2016-454	CONSUMERS ENERGY	GAS	GALE RD & STIMSON RD	ONONDAGA	2
2016-455	AT & T	CABLE / UG	UNIVERSITY PARK DR	ALAIEDON	4
2016-456	CONSUMERS ENERGY	GAS	MONROE ST & AURELIUS RD	DELHI	15
2016-457	CONSUMERS ENERGY	GAS	VERNON AVE & NORWLLD AVE	DELHI	15
2016-458	CONSUMERS ENERGY	GAS	PARK LAKE RD & GRAND RIVER	MERIDIAN	17
2016-464	FRONTIER	CABLE / UG	HEENEY RD & PARMAN RD	STOCKBRIDGE	30

2016-465	HARRY TAYLOR	LAND DIVISION	HARPER RD & EIFERT RD	DELHI	27
2016-466	CONSUMERS ENERGY	GAS	OKEMOS RD & KENT ST	MERIDIAN	21
2016-467	LBWL	MISCELLANEOUS	DELHI NE & HILL ST	DELHI	14
2016-479	WRIGHT TREE SERVICE	TREE REMOVAL	VARIOUS	LANSING	
2016-484	DFCU FINANCIAL	LAND DIVISION	LAKE LANSING RD & WOOD ST	LANSING	3
2016-485	DELHI TOWNSHIP	SPECIAL EVENT	VARIOUS	DELHI	
2016-489	INGHAM CO PARKS	MISCELLANEOUS	VARIOUS	VARIOUS	

**MANAGING DIRECTOR:** \_\_\_\_\_

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING MARTHA DUNCAN-MILES**

**RESOLUTION # 16 –**

WHEREAS, Martha Duncan-Miles began her employment with Ingham County in May, 2009 as the Community Outreach Coordinator in the office of the Ingham County Register of Deeds where she served under former Registrar Curtis Hertel, Jr. and current Register Derrick Quinney until her retirement December 31, 2015; and

WHEREAS, known for her community advocacy, Martha Duncan-Miles was instrumental in educating and galvanizing the African American community to participate in the political process such as voter registration and the electoral process; and

WHEREAS, as a long-time Lansing resident, Martha Duncan-Miles' community outreach and affiliation with elected officials and clergy, was helpful in her many endeavor, she served as a mentor, counselor and motivator to low income and underprivileged families regarding much needed eligibility services and resources, she also was a conduit for senior citizens: and

WHEREAS, Martha Duncan-Miles' in-depth knowledge of community, local and state governments is attributed to her career of employment with officials such as former State Representative Lynn Martinez, the late State Representative Rev. Dr. Michael Murphy, and former Senator Gretchen Whitmer; and

WHEREAS, her tremendous dedication, leadership and service as a liaison between faith-based organizations and government has been for the betterment of the community, Martha's professionalism, character, knowledge, and integrity is held in high esteem; and

WHEREAS, she holds a degree in Business Administration from Simms International Business & Modeling Institute, is founder and director of Dynamic Women Coalition and has served on many civic organizations and boards throughout Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Martha Duncan-Miles for over 50 years of dedicated service to Ingham County citizens and communities.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes her continued success in all of her future endeavors.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING A LETTER OF UNDERSTANDING WITH  
OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION REGARDING THE  
FINANCE CLERKS**

**RESOLUTION # 16 –**

WHEREAS, an agreement was reached between representatives of Ingham County and the Office and Professional Employees International Union (OPEIU) for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the Employer is seeking to reassign the OPEIU Finance Clerks from the Ingham County Road Department to the Ingham County Financial Services Department; and

WHEREAS, the County Attorney, Human Resources Department, Road Department and Financial Services Department have discussed with OPEIU the conditions of the reassignment; and

WHEREAS, the Employer and the Union are agreeable to this change and prepared the attached Letter of Understanding; and

WHEREAS, the provisions of the Letter of Understanding have been approved by County Services regarding the reassignment of the Finance Clerks to the Financial Services Department.

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

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

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**LETTER OF UNDERSTANDING BETWEEN  
COUNTY OF INGHAM (Employer)  
AND  
OPEIU LOCAL #512 Technical-Clerical Unit (OPEIU)**

**WHEREAS**, the Employer, and OPEIU have entered into a collective bargaining agreement (OPEIU CBA) with a term running from January 1, 2016 through December 31, 2017 (OPEIU CBA); and

**WHEREAS**, the Employer seeks to reassign both OPEIU Finance Clerks from the Ingham County Road Department to the Ingham County Financial Services Department; and

**WHEREAS**, the Employer and the OPEIU to clarify the effects of the reassignment of the Finance Clerks to the Financial Services Department; and

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

1. The effects of the re-assignment of the two Finance Clerks from the Road Department to the Financial Services Department will be as follows:
  - a. The Finance Clerks will report to the Financial Services Department office, located at 121 E. Maple, Mason, MI, for their regularly scheduled work days, which shall be Monday through Friday, 7:30 a.m. to 4:00 p.m. Each employee shall be allowed to have two (2) work breaks during the work day. No more than one (1) work break may be taken before lunch. No more than one (1) work break may be taken after lunch on any one day. The duration of said break shall not exceed fifteen (15) minutes in length. A supervisor may require employees to take their breaks at specific times. Each employee shall be allowed a half (1/2) hour lunch break within a two (2) hour block within the middle of their shift, unless another arrangement is agreed upon by the employee and the department head or the immediate supervisor if the department head is not available. Work breaks do not accumulate if not taken. For those holidays not recognized in the OPEIU CBA, the Finance Clerks will report to work at the Road Department;
  - b. When it is necessary for the any staff from the Financial Services Department (including the Finance Clerks) to return to the Road Department, the employee(s) shall submit travel vouchers for mileage reimbursement pursuant to the IRS Standard Mileage for business;
  - c. The Employer will communicate with Road Department retirees that their source of contact for benefit questions and payments going forward will be the Financial Services Department Finance Clerks and walk-ins at the Road Department will be directed to the Financial Services Department Finance Clerks located in the Budget Office at 121 E. Maple, Mason, MI;

- d. The Employer will assign OPEIU employees at the Road Department to process and handle incoming mail;
- e. The Finance Clerks re-assigned to the Financial Services Department will receive those wages, benefits and other terms and conditions of employment covered by the OPEIU CBA.

**IT IS FURTHER AGREED THAT** this Letter of Understanding shall be unique to this case and neither the Employer nor the Union waives any rights as to other future cases. It is expressly understood this agreement shall be without precedent or prejudice for any future circumstance.

**IN WITNESS WHEREOF** the authorized representatives of the parties hereto have executed this Letter of Understanding on the date indicated next to each signature.

COUNTY OF INGHAM:

UNION REPRESENTATIVES:

\_\_\_\_\_  
 Kara Hope, Chairperson                      Date  
 Ingham County Board of Commissioners

\_\_\_\_\_  
 Mark J. Swanson                                      Date  
 Chief Steward, OPEIU Local #512  
 Technical-Clerical Unit

\_\_\_\_\_  
 Jill Rhode, Director                                      Date  
 Ingham County Financial Services Department

\_\_\_\_\_  
 Aaron Sanders    Date  
 Business Agent, OPEIU Local #512

\_\_\_\_\_  
 William Conklin, Director                                      Date  
 Ingham County Road Department

\_\_\_\_\_  
 Travis Parsons, Director                                      Date  
 Ingham County Human Resources

APPROVED AS TO FORM  
 FOR COUNTY OF INGHAM:  
 COHL, STOKER & TOSKEY, P.C.

\_\_\_\_\_  
 Mattis D. Nordfjord, Esq.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONTRACT WITH LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN TO  
TAKE CLIENT REFERRALS FROM INGHAM COUNTY REGISTER OF DEEDS AND INGHAM  
COUNTY TREASURER**

**RESOLUTION # 16 –**

WHEREAS, Ingham County and its residents have been hit especially hard by the foreclosure crisis; and

WHEREAS, Ingham County Register of Deeds Derrick Quinney has uncovered potential fraudulent documents in his office that call into question the legality of thousands of foreclosures in his office; and

WHEREAS, the foreclosure crisis has directly impacted the county budget by lowering property values across the county and increased the counties tax foreclosure costs; and

WHEREAS, Legal Services of South Central Michigan has served over 250 Ingham County Residents in the last 2 years based on the county's funding; and

WHEREAS, Legal Services and the Register of Deeds Office was part of a dozen town halls across the County helping to explain the problem foreclosures present to our communities, and to find victims of illegal foreclosures; and

WHEREAS, Legal Services has helped uncover cases of notary and foreclosure fraud that have been referred to the Attorney General's office and FBI for investigation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Register of Deeds office and the County Treasurer to continue its contract with Legal Services of South Central Michigan, to refer clients who have been affected by mortgage foreclosure, tax foreclosure, and land contract abuses in the amount of \$60,000 to be taken from the delinquent tax fund.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and County Clerk are hereby authorized sign any necessary documents after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS  
ANNUAL CONFERENCE**

**RESOLUTION # 16 –**

WHEREAS, the Municipal Employees' Retirement System will hold the 70th Annual Conference at the Grand Traverse Resort in Acme Michigan during the time period of September 28 – September 29, 2016; and

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

THEREFORE BE IT RESOLVED, that the following persons are hereby certified as Ingham County Representatives for the MERS 70<sup>th</sup> Annual Conference:

Officer Delegate: Tim Dolehanty, Controller/Administrator

Employee Delegate: James Huff, 911 Dispatcher

BE IT FURTHER RESOLVED, Ingham County will pay 2016 MERS Annual Conference expenses of the Officer Delegate and Employee Delegate pursuant to the County's travel policy of \$1018.25 not to exceed a maximum of \$1,400.00.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF THE MUNIS SOFTWARE  
ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES**

**RESOLUTION # 16 –**

WHEREAS, Ingham County currently utilizes Tyler Technologies MUNIS Software as our county-wide Financial, Budget, Human Resource, and Purchasing application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling \$157,533.78 for annual support is due for the support from July 1<sup>st</sup> 2016- June 30<sup>th</sup> 2017; and

WHEREAS, the annual contract amount proposed by Tyler is a 4% from the prior year; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of support from Tyler Technologies in the amount not to exceed \$157,533.78.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Contract Maintenance Fund (636-95800-932020).

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

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

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM LYNDA.COM**

**RESOLUTION # 16 –**

WHEREAS, Ingham County has been using Lynda.com since 2014 to provide online training to Ingham County staff; and

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

WHEREAS, a subscription for a year of training will be \$7,500.00 and available to Ingham County staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from Lynda.com in the amount not to exceed \$7,500.00.

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

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

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

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE EXTENSION OF CONTRACT WITH AVERY OIL AND  
PROPANE FOR THE 2016/2017 SUPPLY OF  
PROPANE USED FOR HEATING AT THE EASTERN DISTRICT  
OF THE INGHAM COUNTY ROAD DEPARTMENT**

**RESOLUTION # 16 –**

WHEREAS, the Road Department uses propane to heat its Eastern District Garage which has three 1000 gallon propane storage tanks owned by the Road Department; and

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

WHEREAS, the Road Department amended 2016 budget and proposed 2017 budget include expenditure funds for propane used for heating purposes; and

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

WHEREAS, quotes for supplying propane for the most recent winter season were solicited and evaluated by the Purchasing Department and Road Department through RFP #86-15, which ultimately resulted in award of a propane delivery service contract to Avery Oil and Propane, a local vendor, for its delivered propane fixed unit price of \$0.999/gallon for the past winter season ending 5-31-16; and

WHEREAS, Avery Oil and Propane has offered to extend fixed unit propane pricing of \$0.999 per gallon for the 2016/2017 heating season; and

WHEREAS, the Road Department recommends that since \$0.999 per gallon of propane is a very good price, the contract with Avery Oil and Propane should be extended.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the proposal to extend the propane delivery service contract with Avery Oil and Propane for its delivered propane fixed unit price of \$0.999/gallon for the next winter season ending 5-31-17.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

**RESOLUTION # 16 –**

WHEREAS, Wheatfield Township desires that improvements be performed on various Wheatfield Township local roads throughout the Township as part of the 2016 local road program to include in order of Wheatfield Township's priority:

1. Frost Road, from Meridian to Burkley Roads, 2" asphalt resurfacing throughout, approximately 1.25 miles;
2. Frost Road, from Burkley to Williamston Roads, 625 tons of asphalt skip-paving and wedging where necessary;
3. Three Oaks Drive, 250 tons of asphalt repairs where necessary;

at a total estimated cost for materials only, with labor to be provided by the Road Department, on all of the above roads of \$100,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken, to provide labor without charge to the project, and to pay for a portion of the cost of said improvements from the County Road Fund; and

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

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be split between the parties for any final cost up to \$159,373.24 (twice the amount, \$79,686.62, the Road Department has allocated to Wheatfield Townships local roads for 2016 including unused carry over from prior years) and shall be paid solely by the Township for any final cost above that amount provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2016 calendar year.

BE IT FURTHER RESOLVED, that for 2016 the County on behalf of the Road Department has allocated to Wheatfield Township's local roads, a maximum sum of \$22,200 plus carry-over from prior years of \$57,486.62,

for a total available in 2016 of \$79,686.62 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute one half the final project cost, up to a maximum of \$79,686.62, toward the cost of said improvement from the County Road Fund.

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

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

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

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

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE PURCHASE OF  
TWO NEW WHEEL LOADERS  
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

**RESOLUTION # 16 –**

WHEREAS, the Road Department needs to replace two of its existing wheel loaders which have obsolete major components and are past the point of economical serviceability; and

WHEREAS, the Road Department adopted 2016 budget includes in capital road equipment expenditures, funds for this purchase as it is also included in the 2016 road equipment replacement plan; and

WHEREAS, bids for new wheel loaders were solicited and evaluated by the Ingham County Purchasing Department as well as an evaluation committee comprised of Road Department staff, and it is their recommendation, to purchase two new Volvo L70H wheel loaders from Alta Construction Equipment LLC of New Hudson MI, at a total cost of \$270,740.00 including trade in of two Deere 444 wheel loaders; and

WHEREAS, the Volvo L70H was the only unit to completely meet all bid specifications.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bid and authorizes the purchase of two new Volvo L70H wheel loaders from Alta Construction Equipment LLC of New Hudson MI.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to sign any necessary purchase documents on behalf of the County.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville

**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**



Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION RECOMMENDING CENTRAL NEBRASKA PACKING INC. BECOME A SOLE  
SOURCE VENDOR TO SUPPLY MEAT FOR POTTER PARK ZOO'S ANIMAL DIETS**

**RESOLUTION # 16 –**

WHEREAS, the Potter Park Zoo feeds their felines and carnivores a nutritionally balanced diet of animal grade meat as required by the Association of Zoos and Aquariums; and

WHEREAS, the Potter Park Zoo orders twice per year to maintain the freshest product and also to incur the least amount of freight costs; and

WHEREAS, there are limited sources to acquire this meat at a high quality and they include: Toronto meat which requires a USDA permit for international transport and is more expensive than Central Nebraska and Triple A meat which is considered a substandard diet by zoo nutritionists; and

WHEREAS, the price per pound of Central Nebraska Meat is \$1.96 including freight and Toronto Feline Diet, Milliken Meat Products, Ltd. is \$2.05 per pound including freight; and

WHEREAS, ordering from Toronto Feline Diet would be an increase in cost of \$1,260.00 at the current rate and usage of 14,000 pounds per year; and

WHEREAS, ten zoos surveyed: Potawatomi Zoo, Binder Park Zoo, John Ball Zoo, Detroit Zoo, Milwaukee Zoo, Philadelphia Zoo, Brevard Zoo, Birmingham Zoo, National Zoo and Hogle Zoo, all use Central Nebraska Packing Inc. as their sole carnivore and feline meat supplier; and

WHEREAS, Central Nebraska Packing Inc. has maintained the highest quality of meat at a competitive price and continues to be the most recommended source of meat by zoo nutritionists and veterinarians.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accept Central Nebraska Packing Inc. as the sole source vendor to supply Potter Park Zoo with meat for the zoos animals.

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE PLANTE MORAN TO CONDUCT AN AUDIT OF  
INGHAM COUNTY FOR 2016 AND 2017**

**RESOLUTION # 16 –**

WHEREAS, Ingham County is required to conduct an annual audit; and

WHEREAS, in 2013, Ingham County selected Plante Moran to conduct the audit for 2013-2015; and

WHEREAS, the County has been pleased with the service provided during these three years; and

WHEREAS, the original proposal prepared by Plante Moran also included a cost to perform the audit for 2016 and 2017 for the County, Ingham County Land Bank, Ingham County Medical Care Facility and the County's Single Audit; and

WHEREAS, the 2016 cost for the County and Drain Commission audits and Single Audit is \$85,600 and the 2017 cost is \$86,300.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Plante Moran to conduct the audit of Ingham County, the Ingham County Drain Commission and the Single Audit for the years ended December 31, 2016 and 2017.

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

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

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE FIRST AMENDMENT TO THE AGREEMENT WITH THE  
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH  
DECEMBER 31, 2020**

**RESOLUTION # 16 –**

WHEREAS, an agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2020; and

WHEREAS, in August 2010, the electorate approved a countywide public transportation millage level of 48/100 (.48) 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, in August 2012, the electorate approved an additional 12/100 (.12) of one mill to ensure that the current level of service can still be provided; 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 October 1, 2016 through September 30, 2017 the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, the Chairperson of the Board and the County Clerk 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.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

## **EXHIBIT “A”**

### **SCOPE OF SERVICES**

**For October 1, 2016, through September 30, 2017**

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. 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 \$747,452 of the 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 \$3,307,431 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administrating and marketing Spec-Tran.
4. The amount of \$119,044 shall be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County’s 2017 Fiscal Year. CATA has no responsibility for this service and does not participate in its operation or funding.
5. Effective January 9, 2017, CATA will no longer operate the Williamston Redi Ride and Williamston-Webberville Connector services due to low demand. Customers who wish to travel in and around Williamston and Webberville will be served by CATA Rural Service (CRS).

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #16-338 TO AUTHORIZE AN ADDITIONAL  
SUPPLEMENTAL APPROPRIATION TO THE DEPARTMENT OF HEALTH AND HUMAN  
SERVICES 2016 CHILD CARE FUND BUDGET**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Department of Health and Human Services (DHHS) has identified a significant increase in projected expenses from primarily a substantial increase in institutional care placement costs for the 2016 Child Care Fund budget; and

WHEREAS, the DHHS is requesting the Ingham County Board of Commissioners to increase their 2016 budget appropriation accordingly; and

WHEREAS, Resolution #16-338 authorized a supplemental appropriation of \$400,000; and

WHEREAS, it has been determined that an additional \$100,000 is necessary to cover the increase in institutional placement costs for 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase in the DHHS 2016 Child Care Fund budget appropriation by an additional \$100,000.

BE IT FURTHER RESOLVED, that the Controller is directed to transfer \$50,000 from the 2016 Contingency Fund and amend the 2016 DHHS budget by increasing it in total by \$100,000 to include a match from the State of Michigan, in the amount of \$50,000 in accordance with this resolution.

BE IT FURTHER RESOLVED, that the DHHS shall continue to monitor institutional care placement costs as part of its efforts to stay within budget prior to any further appropriations being made for this purpose.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA  
COMMUNITY SERVICES TO SERVE EARLY HEAD START CHILDREN THROUGH THE  
FAMILY OUTREACH SERVICES PROGRAM**

**RESOLUTION # 16 –**

WHEREAS, Capital Area Community Services (CACS) manages the Early Head Start (EHS) Program to provide education and support to at-risk families with children from birth through the child's third year of life; and

WHEREAS, since 2002 CACS has contracted with the Ingham County Health Department (ICHD) to incorporate a home visiting outreach component to the programming through Family Outreach Services (FOS); and

WHEREAS, CACS has proposed to continue the services for the period of August 1, 2016 to July 31, 2017 and ICHD has agreed to continue such programming as part of its FOS; and

WHEREAS, the Health Officer has advised that the CACS agreement is anticipated in the 2017 Budget and has recommended that the Board of Commissioners authorize the continuation of the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with CACS to provide home visiting outreach services to support the EHS Program.

BE IT FURTHER RESOLVED, that the period of the agreement will be August 1, 2016 to July 31, 2017.

BE IT FURTHER RESOLVED, under the agreement, CACS will provide ICHD with up to \$126,500.00 and ICHD will provide, as a non-federal share, an in-kind match in an amount of at least \$31,625.00 which shall constitute staff wages and benefits, indirect, facilities, advisory committee participation and parent participation.

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.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #5 TO THE 2015-2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**RESOLUTION # 16 –**

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 and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDHHS and Ingham County Health Department (ICHHD) have entered into a 2015-2016 Agreement authorized in Resolution #15-413, and Amendment #1 in Resolution 15-479, and Amendment #2 in Resolution 16-048, and Amendment #3 in Resolution 16-146, and Amendment # 4 in Resolution 16-272; and

WHEREAS, the MDHHS has proposed amendment #5 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #5 to the 2015-2016 Comprehensive Agreement with MDHHS.

BE IT FURTHER RESOLVED, that the total amount of Comprehensive Agreement funding shall increase from \$5,376,168 to \$5,451,699, an increase of \$75,531.

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

- BCCCP Coordination: increase of \$6,500 from \$232,375 to \$238,875
- Family Planning Services: increase of \$30,000 from \$269,392 to \$299,392
- Michigan Colorectal Cancer Screening Program: increase of \$10,000 from \$10,000 to \$20,000
- Nurse Family Partnership Services: increase of \$2,450 from \$505,300 to \$507,750
- WISEWOMEN: increase of \$265 from \$49,550 to \$49,815
- Public Health Emergency Preparedness (PHEP): increase of \$938 from \$35,295 to \$36,233
- Sexually Transmitted Disease (STD) Control: increase of \$18,960 from \$34,230 to \$53,190
- TB Control: increase of \$6,418 from \$14,713 to \$21,131

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, is authorized to submit Amendment #5 of the 2015-2016 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

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

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT FUNDING FROM MICHIGAN ASSOCIATION OF UNITED WAYS  
AND TO ACT AS THE FIDUCIARY/PAYEE FOR THE GENESEE CHILDREN'S  
HEALTHCARE ACCESS PROGRAM**

**RESOLUTION # 16 –**

WHEREAS, the Greater Flint Health Organization (GFHO) currently administers the Genesee Children's Healthcare Access Program (Genesee CHAP), a pediatric medical home implementation program that coordinates an integrated system of early childhood support services that are voluntary, accessible, and culturally competent to families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, the United Way of Genesee County (UWGC) has awarded Genesee CHAP up to \$300,000 to provide these services, and Genesee CHAP has requested that ICHD be the fiduciary/payee for UWGC; and

WHEREAS, as the fiduciary/payee of the UWGC funds, Ingham County Health Department (ICHD) will:

1. Receive funds from UWGC up to \$300,000 on behalf of Genesee CHAP.
2. Set up a system to provide an initial payment to Genesee CHAP and subsequent reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds.
4. Perform on site, quarterly sub-recipient monitoring of Genesee CHAP.
5. Forward any required reports as provided by Genesee CHAP.

WHEREAS, Genesee CHAP will:

1. Provide quarterly financial reports of all expenses as provided by their third party accounting firm.
2. Provide quarterly reports for Medicaid Outreach.
3. Provide any and all programmatic reports to be sent to UWGC.
4. Keep the ICHD up-to-date on any changes in funding.

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement to accept funds from UWGC in an amount up to \$300,000 and an agreement with GFHO on behalf of Genesee CHAP for ICHD to act as their fiduciary/payee for the period of July 1, 2016 through September 30, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement to accept funds from UWGC in an amount up to \$300,000 and an agreement with GFHO on behalf Genesee CHAP for ICHD to act as their fiduciary/payee for the period of July 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, ICHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each fiduciary agreement.

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.

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRAPHIC SCIENCES, INC. FOR THE  
TRANSPORT, STORAGE AND RETRIEVAL OF HEALTH DEPARTMENT FILES**

**RESOLUTION # 16 –**

WHEREAS, approximately 7,700 cubic feet of Ingham County Health Department (ICHD) files are currently stored at Iron Mountain, Inc; and

WHEREAS, ICHD and Iron Mountain, Inc. have not been able to agree to acceptable contract terms related to these services; and

WHEREAS, Graphic Sciences Inc. was determined to be the best external storage solution to store files in a secure environment; and

WHEREAS, Graphic Sciences, Inc. is a current vendor through the State of Michigan MiDeal Extended Purchasing program for digital imaging, microfilming and storage services (contract number 071B3200035, effect date of contract through 11/30/17); and

WHEREAS, the Purchasing Director has confirmed that Graphic Sciences, Inc. is exempt from the County's purchasing policy requiring a RFP or other competitive bidding; and

WHEREAS, Graphic Sciences, Inc. has estimated the costs to store files will be \$1,850 per month and \$6.30 per file requested; and

WHEREAS, the costs of these services are not to exceed \$24,000 which will include monthly storage fees and file retrieval and re-file fees and will be for a one year period; and

WHEREAS, the costs for the storage of documents is included in the FY 17 Ingham County Health Department budget; and

WHEREAS, Graphic Sciences, Inc. has estimated an additional one- time cost of approximately \$11,500 to remove, transport and catalog the files; and

WHEREAS, the Health Officer recommends that the Board of Commissioners to authorize a one year contract between Graphic Sciences, Inc. for the transport, storage and retrieval of files; and

WHEREAS, the Health Officer recommends the Board of Commissioners to authorize an agreement with Graphic Sciences, Inc. in an amount not to exceed \$11,500 for the removal, transport and cataloging of files at Graphic Sciences, Inc.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a one year contract between Ingham County and Graphic Sciences, Inc. in an amount not to exceed \$24,000 for the transport, storage and retrieval of files effective the date of execution.

BE IT FURTHER RESOLVED, the agreement between Ingham County and Graphic Sciences Inc. contains a one-time cost not to exceed \$11,500 for the removal, transport and cataloging of files at Graphic Sciences, Inc.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH NEXTGEN HEALTHCARE TO  
PROCESS PATIENT STATEMENTS**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Health Department Community Health Centers (ICHD CHCs) receives Health Resources and Services Administration (HRSA) funding for the operation of its Federally Qualified Health Centers; and

WHEREAS, HRSA requires Federally Qualified Health Centers (FQHC) to maximize collections and reimbursement for services; and

WHEREAS, ICHD CHCs currently send patients statements for services, per ICHD CHC's Financial Policies, in an effort to maximize reimbursement; and

WHEREAS, the decision was made to contract with NextGen Healthcare, our current Enterprise Practice Management/Electronic Health Records (EPM/HER) vendor, for processing patient statements as a time saving and cost reduction effort; and

WHEREAS, the cost for processing paper patient statements will be \$0.71 per statement, based on current volume; and

WHEREAS, the funds to pay for this contract, not to exceed \$12,000 annually, will come from funds allocated within the current budget; and

WHEREAS, this is a month-to month agreement that may be cancelled at any time per our request; and

WHEREAS, the Health Officer recommends the Board of Commissioners authorize an agreement with NextGen Healthcare to process patient statements.

THEREFORE BE IT RESOLVED, that the Board of Commissioners a month-to-month agreement with NextGen Healthcare for the provision of processing patient statements in an amount not to exceed \$12,000 annually.

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

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SUBCONTRACT WITH PACKARD HEALTH SYSTEM TO  
PROVIDE WISEWOMAN/WISE CHOICES PROGRAMMING**

**RESOLUTION # 16 –**

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) Cancer Prevention & Control Section has provided funding through the Comprehensive Planning, Budgeting, & Contracting (CPBC) agreement to the Health Promotion and Prevention Division of the Ingham County Health Department (ICHD) to implement programs focused on chronic disease risk factor screening, preventative health education, and support for healthy lifestyle changes; and

WHEREAS, MDHHS has provided \$76,500 in funding for the Breast and Cervical Cancer Control Navigation Program (BCCCNP) to assist with efforts to enhance outreach and patient navigation; and

WHEREAS, MDHHS has provided \$49,000 for ICHD to serve as a local coordinating agency for implementation of the Well-Integrated Screening and Evaluation for Women Across the Nation (WISEWOMAN) program in Ingham and Washtenaw Counties and for implementation of the Well-Integrated Screening Evaluation (WISE) Choices program in Washtenaw County; and

WHEREAS, MDHHS has provided \$21,000 for ICHD to administer the Michigan Colorectal Cancer Early Detection Program (MCRCEDP) which provides outreach and colorectal cancer education, individualized risk assessment, and screening to eligible, low income, 50-64 year old men and women living in 26 Michigan counties; and

WHEREAS, in order to fulfill program functions and requirements ICHD proposes the following:

- Hiring a 1.0 FTE temporary BCCCNP Project Specialist position from August 24, 2016 to September 30, 2016. Total compensation for this position will not exceed \$5,000. This position will be responsible for coordinating BCCCNP and WISEWOMAN outreach efforts and will assist with the development of minimum program requirements for MCRCEDP.
- A subcontract with Packard Health System for MDHHS funding of up to \$19,765 in FY 2016 and up to \$20,000 in FY 2017 (up to \$39,765 total) to implement and provide WISEWOMAN/WISE Choices Programming. This subcontract would be in effect from August 1, 2016 through September 30, 2017.
- Agreements with MCRCEDP participating providers for the delivery of colorectal cancer screening and diagnostic services. These agreements allow providers to bill MDHHS for these services after enrollment by ICHD. These service agreements would be in effect from November 1, 2016 through September 30, 2017.
- A subcontract with Redhead Design for up to \$34,000 to provide a media campaign including marketing materials and printing for BCCCNP, WISEWOMAN, and MCRCEDP. This subcontract would be in effect from August 1, 2016 through September 30, 2016.

- Subcontracts with four local churches for up to \$1,000 per church to organize outreach activities and pay for the use of space and necessary items to conduct those outreach activities. The churches to be subcontracted with are Rivers of Life, Tabernacle of David, Trinity AME, and Union Missionary Baptist. These subcontracts would be in effect from August 1, 2016 through September 30, 2016.
- Subcontracts with MacDonald Broadcasting and Adams Outdoor Advertising for up to \$2,000 each for a MCRCEDP awareness campaign. These subcontracts would be in effect from August 1, 2016, through September 30, 2016.

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize hiring a temporary BCCCNP Project Specialist and contracts with the agencies listed above for the amounts and terms specified.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the following:

- Hiring a 1.0 FTE temporary BCCCNP Project Specialist position from August 24, 2016 to September 30, 2016. Total compensation for this position will not exceed \$5,000. This position will be responsible for coordinating BCCCNP and WISEWOMAN outreach efforts and will assist with the development of minimum program requirements for MCRCEDP.
- A subcontract with Packard Health System for MDHHS funding of up to \$19,765 in FY 2016 and up to \$20,000 in FY 2017 (up to \$39,765 total) to implement and provide WISEWOMAN/WISE Choices Programing. This subcontract would be in effect from August 1, 2016 through September 30, 2017.
- Agreements with MCRCEDP participating providers for the delivery of colorectal cancer screening and diagnostic services. These agreements allow providers to bill MDHHS for these services after enrollment by ICHD. These service agreements would be in effect from November 1, 2016 through September 30, 2017.
- A subcontract with Redhead Design for up to \$34,000 to provide a media campaign including marketing materials and printing for BCCCNP, WISEWOMAN, and MCRCEDP. This subcontract would be in effect from August 1, 2016 through September 30, 2016.
- Subcontracts with four local churches for up to \$1,000 per church to organize outreach activities and pay for the use of space and necessary items to conduct those outreach activities. The churches to be subcontracted with are Rivers of Life, Tabernacle of David, Trinity AME, and Union Missionary Baptist. These subcontracts would be in effect from August 1, 2016 through September 30, 2016.
- Subcontracts with MacDonald Broadcasting and Adams Outdoor Advertising for up to \$2,000 each for a MCRCEDP awareness campaign. These subcontracts would be in effect from August 1, 2016, through September 30, 2016.

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

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

**HUMAN SERVICES: Yeas:** McGrain, Banas, Tennis, Koenig, Nolan, Hope, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/15/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**



Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AMENDING RESOLUTION #16-340 AUTHORIZING AN APPOINTMENT TO THE  
COMMUNITY CORRECTIONS ADVISORY BOARD**

**RESOLUTION # 16 –**

WHEREAS, Resolution #16-340 Authorized the Appointment of Jacqueline Straub to the Community Corrections Advisory Board as the media representative to a term expiring September 17, 2019; and

WHEREAS, it is necessary to amend the resolution to reflect that Jacqueline Straub was appointed to the Community Corrections Advisory Board as the Circuit Court Probation representative to a term expiring September 17, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #16-340, to reflect the appointment of Jacqueline Straub, 726 Wolverine Road, Mason, 48854 to the Community Corrections Advisory Board as the Circuit Court Probation representative to a term expiring September 17, 2018.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this resolution to the City of Lansing for consideration of this joint appointment.

BE IT FURTHER RESOLVED, that the City of Lansing is requested to review and confirm the above appointment as soon as possible.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO HONOR LIEUTENANT ANDRINA MORENCE  
OF THE INGHAM COUNTY SHERIFF'S OFFICE**

**RESOLUTION # 16 –**

WHEREAS, Lieutenant Andrina Morence was hired by the Ingham County Sheriff's Office as a Deputy in November of 1996 and assigned to the Corrections Division; and

WHEREAS, Lieutenant Morence worked as a Deputy with the Ingham County Sheriff's Office until November of 1998; and

WHEREAS, in November of 1998, Lieutenant Morence was transferred to the Field Services Division; and

WHEREAS, in July of 2005, Lieutenant Morence was promoted to Sergeant and was assigned to the Field Services Division supervising the Night Shift; and

WHEREAS, in November of 2007, Lieutenant Morence was assigned to supervise Staff Services as a Sergeant; and

WHEREAS, in November 2008, Lieutenant Morence was assigned to supervise in the Corrections Division as a Sergeant; and

WHEREAS, in September 2015, Lieutenant Morence was promoted to the rank of Lieutenant and assigned to the Corrections Division; and

WHEREAS, throughout her career, Lieutenant Morence was a dedicated employee and well respected by her peers; and

WHEREAS, over her 19 year career with the Ingham County Sheriff's Office, Lieutenant Morence received numerous letters of recognition and Unit Citations as well as being Deputy of the Year in 2001 and receiving the Community Service award from the 100 Club in 2002; and

WHEREAS, after 19 years of dedicated service to the citizens of Ingham County, Lieutenant Morence is retiring on July 12, 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Lieutenant Andrina Morence, for her 19 years of dedicated service to the citizens of Ingham County and wishes her continued success in all of her future endeavors.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING THE HEROIC EFFORTS OF MERIDIAN TOWNSHIP POLICE OFFICER BRIAN CANEN AND INGHAM COUNTY SHERIFF'S DEPUTIES JAMES BESON AND MARK WADFORD IN THE VETERANS MEMORIAL COURTHOUSE ON AUGUST 1, 2016**

**RESOLUTION # 16 –**

WHEREAS, on August 1, 2016 in a courtroom inside the Veterans Memorial Courthouse a potentially lethal attack on an Ingham County Assistant Prosecutor was averted after a criminal defendant awaiting a jury verdict for sexual assault charges unexpectedly produced a hidden weapon, described as a shiv (homemade knife), and lunged forward; and

WHEREAS, three officers present in the courtroom - Meridian Township Police Officer Brian Canen and Ingham County Sheriff's Deputies James Beson and Mark Wadford - instantly came to the rescue, providing cover for the intended victim and safe protection against harm for a multitude of other court officers and bystanders; and

WHEREAS, Officer Canen selflessly risked personal injury when he sprang into action, tackling to the ground the defendant, diverting the attack seconds before Jonathon Roth was struck by the weapon-wielding assailant; and

WHEREAS, Sheriff's Deputies James Beson and Mark Wadford quickly came to Officer Canen's assistance to subdue and restrain the assailant, bringing order and restoring safety to those in the courtroom; and

WHEREAS, Officer Canen, a Meridian Township Police Officer for 16 years; Deputy Beson, an Ingham County Sheriff's Deputy for 23 years; and Deputy Wadford, an Ingham County Sheriff's Deputy for eight months, all exhibited heroic willingness to put themselves in harm's way in order to protect the safety of others; and

WHEREAS, all those associated with Ingham County and the Ingham County Court System are grateful to these fine professionals for acting without hesitation thereby ensuring that no one was seriously harmed in the frightening scuffle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners extends its deepest appreciation and gratitude to Officer Brian Canen and Sheriff's Deputies James Beson and Mark Wadford for their valiant and laudable efforts in preventing serious injury to Assistant Prosecutor Jonathan Roth and other court officials and bystanders on August 1, 2016.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE LETTER OF UNDERSTANDING WITH CAPITOL CITY  
LABOR PROGRAM, INC. – 911 NON-SUPERVISORY UNIT REGARDING  
VACATION MAXIMUM ACCUMULATION**

**RESOLUTION # 16 –**

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Capitol City Labor Program, Inc. (CCLP) – 911 Non-Supervisory Unit for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the County Attorney, Human Resources and Ingham County 911 Central Dispatch have discussed with the CCLP 911 Non-Supervisory Unit the need for payment of hours excess of the maximum vacation accumulation due to current staffing shortages and have prepared the attached Letter of Understanding between the parties; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the Law and Courts, County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding with respect to payment of vacation hours excess of the maximum accrual between Ingham County and the CCLP 911 Non-Supervisory Unit.

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

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**COUNTY SERVICES: Yeas:** Nolan, Koenig, Celentino, Bahar-Cook, Tsernoglou, Maiville  
**Nays:** None **Absent:** Hope **Approved 8/16/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

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

**VACATION PAYMENT EXCESS OF MAXIMUM ACCUMULATION**

**WHEREAS**, the current contract between the parties provides in Article 29, Vacation, Section 29.12, that vacation leave time not used may only be accumulated to a maximum of 320 hours; and

**WHEREAS**, due to the current staffing shortages presently existing in the Ingham County 911 Center, the parties want to establish a temporary procedure to pay employees for hours in excess of the maximum 320 hours; and

**THEREFORE**, the parties agree to the following:

1. Employees who have vacation leave time accumulations over **300 hours** on July 1, 2016, January 1, 2017 and/or July 1, 2017 will be paid their regular hourly rate for hours over the maximum by a separate check (less applicable payroll withholdings), provided they have requested two weeks off in the applicable period's vacation selection process.
2. This Letter of Understanding will be effective through the end of the current contract which expires on December 31, 2017, at which time the temporary procedure for payment for hours excess of the 320 hour maximum shall expire.
3. This Letter of Understanding shall modify the parties' Contract only to the extent expressly provided herein.

**CAPITOL CITY LABOR  
PROGRAM, INC.**

**COUNTY OF INGHAM:**

\_\_\_\_\_  
Division Representative

\_\_\_\_\_  
Kara Hope  
Chairperson Board of Commissioners

\_\_\_\_\_  
Thomas Krug, Lodge  
Executive Director

\_\_\_\_\_  
Steven Lett, Lodge Attorney  
Approved as to form

\_\_\_\_\_  
Mattis D. Nordfjord, County Attorney  
Approved as to form

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO PURCHASE ONBASE WORKFLOW PROGRAM WITH IMAGESOFT FOR THE  
SHERIFF'S OFFICE TO SUBMIT PAPERLESS WARRANT REQUESTS TO THE INGHAM  
COUNTY PROSECUTOR'S OFFICE**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Sheriff's Office is responsible for submitting warrant requests for suspects arrested and charged under state law; and

WHEREAS, the Sheriff's Office upon arresting a suspect is required to complete an incident report of the alleged actions against the arrested subject; and

WHEREAS, the Sheriff's Office is required to submit all incident reports and forms reference the arrested subject to the Ingham County Prosecutor's Office for review and pending authorization; and

WHEREAS, the Sheriff's Office has to utilize one staff member to take all incident reports and forms to the Prosecutor's Office, reducing the staff members ability to accomplish other required police tasks; and

WHEREAS, the Sheriff's Office , along with the Chief Assistant Prosecutor of the Ingham County Prosecutors Office, has identified the cost saving of purchasing a workflow program from ImageSoft to stream line the warrant process by submitting all incident reports and forms by electronic submission to the Prosecutor's Office through Onbase; and

WHEREAS, the County of Ingham already utilizes the ImageSoft Company with the OnBase program as a sole source vendor; and

WHEREAS, the funds for this expenditure are currently in the Sheriff's Office 2016 Capital Improvement Account; and

WHEREAS, the total expenditure for this proposal is not to exceed \$47,625.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase OnBase Workflow program with ImageSoft to submit all warrant requests paperless to the Ingham County Prosecutor's Office.

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

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE CITY OF LANSING  
FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING  
COMMUNITY CORRECTIONS FOR THE CITY 2016-2017 FISCAL YEAR**

**RESOLUTION # 16 –**

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract to be entered between the County and the City of Lansing for an allocation of funds to Community Corrections for the City 2016-2017 fiscal year; and

WHEREAS, the Michigan Community Corrections Act of 1988 (PA511) authorizes the establishment of a Community Corrections Advisory Board (CCAB) and Community Corrections programming; and

WHEREAS, Ingham County and the City of Lansing formed a joint CCAB in 1990; and

WHEREAS, a Comprehensive Community Corrections Plan was approved by the Ingham County Board of Commissioners and the Lansing City Council; and

WHEREAS, the City of Lansing approved an allocation of \$12,500 to be used to assist with CCAB administration and to support collaborative efforts with the City of Lansing, 54-A District Court and 54-A District Court Probation Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with the City of Lansing for \$12,500 for the time period of July 1, 2016 through June 30, 2017.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contracts and/or subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville

**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**



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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A PROJECT CHANGE REQUEST FOR THE STATEMENT OF  
WORK ENTERED INTO WITH IMAGESOFT CORPORATION PURSUANT TO  
RESOLUTION 16-276**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Circuit Court entered into a contract with ImageSoft to implement an imaging system for the Ingham County Circuit Court as approved through Resolution 16-276; and

WHEREAS, the Ingham County Circuit Court was told by ImageSoft that it would realize a 20% software discount if the OnBase software was purchased by June 30, 2016 from Hyland and said discount was reflected on page 20 of the Statement of Work No. 15485 (SOW); and

WHEREAS, the Milestone Payment Schedule (MPS) on page 22 of the SOW indicated that the Software Down Payment in the amount of \$57,947 would be invoiced upon signature of the SOW; and

WHEREAS, the Ingham County Circuit Court relied on the MPS contained in the SOW when preparing the budgetary portion of Resolution 16-276; and

WHEREAS, the software was purchased before June 30, 2016 and the Ingham County Circuit Court received an invoice dated June 28, 2016, in the amount of \$148,800 from ImageSoft for software and maintenance with a maintenance period of 07/01/2016 – 06/30/2017; and

WHEREAS, the invoice in the amount of \$148,800 for Software Down Payment did not match the amount listed on the MPS of the SOW and the maintenance period listed started six months before the Ingham County Circuit Court believed it would; and

WHEREAS, ImageSoft acknowledged an error in the MPS section of the SOW approved in Resolution 16-276 and clarified that the software purchase is defined as an add-on to an existing system which causes the maintenance period to begin immediately after the software is ordered; and

WHEREAS, because of the immediate start of the maintenance period, on June 30, 2017, the Ingham County Circuit Court will be responsible for a prorated amount of the annual maintenance for the software in the amount of \$14,880; and

WHEREAS, ImageSoft has drafted a Project Change Request (PCR #001\_17275) which corrects the MPS section of the SOW, clarifies which services will be invoiced in 2016 and which services will be invoiced in 2017, and verifies the amount of prorated maintenance that will be due on June 30, 2017 and the period that will be covered.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners hereby approves amending the Milestone Payment Schedule (MPS) contained in the original Statement of Work (SOW) through PCR #001\_17275 for a period beginning on July 1, 2016 and extending into 2017.

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

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville

**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert

**Nays:** None **Absent:** None **Approved 8/17/2016**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF UNITED DAIRY INDUSTRY  
GRANT AWARD**

**RESOLUTION # 16 –**

WHEREAS, the United States Department of Agriculture (USDA) and the National Dairy Council (NDC) have created a school program to support Fuel Up to Play 60 (FUTP60), a program that empowers youth to take action to improve nutrition and physical activity at their school and for their own health; and

WHEREAS, United Dairy Industry of Michigan is providing Michigan schools the opportunity to apply for competitive equipment assistance mini-grants to Michigan Public Schools who are committed to providing students a nutritious balanced diet; and

WHEREAS, Ingham County Youth Center is committed to providing Youth Center residents healthy, nutritious, appetizing meals served courteously, in a clean and pleasant dining environment; and

WHEREAS, the Ingham County School Nutrition program operates in accordance with the National School Lunch Act and the Child Nutrition Act of 1966 as amended and regulations set by the United States Department of Agriculture (USDA), The Department of Elementary and Secondary Education as well as other state and local laws, regulations and policies; and

WHEREAS, on May 5, 2016, Ingham County Youth Center submitted a grant application for \$584.00 to purchase new kitchen equipment; and

WHEREAS, United Dairy Industry of Michigan awarded Ingham County Youth Center \$584.00 to purchase the equipment.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the \$584.00 in grant assistance from the United Dairy Industry of Michigan to support Ingham County Youth Center to purchase new kitchen equipment.

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

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT  
TO PURCHASE REPLACEMENT SCANNERS**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Prosecutor's Office uses the Onbase imaging system and scanners to scan documents; and

WHEREAS, the Ingham County Prosecutor's Office uses scanners to scan documents into the imaging system; and

WHEREAS, Ingham County purchased two (2) Canon scanners in 2009 and they are due to be replaced; and

WHEREAS, the Ingham County Prosecutor's office received a bid for two (2) Fujitsu scanners from a single source vendor, Imagesoft, and these scanners are compatible and recommended by the Ingham County IT Department; and

WHEREAS, the Statement of Work (SOW) satisfies the Prosecutor's Office needs; and

WHEREAS, the Prosecutor's Office has sufficient funding in its Capital Improvement Project (CIP) budget to pay for the SOW.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the SOWs with ImageSoft for two (2) Fujitsu Scanners in the amount of \$ 12,380 to be paid from the Prosecutor's 2016 CIP budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary Contract documents (Statement of Work - SOW) consistent with this resolution upon approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT  
TO CORRECT JUVENILE FOLDERING**

**RESOLUTION # 16 –**

WHEREAS, the Ingham County Prosecutor's Office uses the Onbase imaging system and scanners to scan documents; and

WHEREAS, the Ingham County Prosecutor's Office uses Onbase for all juvenile delinquency cases; and

WHEREAS, Ingham County Prosecutor's office has been experiencing difficulty with the way the juvenile files were being foldered; and

WHEREAS, the Ingham County Prosecutor's office received a bid to correct the issue presented from a single source vendor, Imagesoft, and these scanners are compatible and recommended by the Ingham County IT Department; and

WHEREAS, the Statement of Work (SOW) satisfies the Prosecutor's Office needs; and

WHEREAS, the Prosecutor's Office has sufficient funding in its Capital Improvement Project (CIP) budget to pay for the SOW.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the SOWs with Imagesoft to correct the foldering issue that has developed in the amount of \$7000.00 to be paid from the Prosecutor's 2016 CIP budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary Contract documents (Statement of Work - SOW) consistent with this resolution upon approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Tsernoglou, Anthony, Banas, Schafer, Maiville  
**Nays:** None **Absent:** None **Approved 8/11/2016**

**FINANCE: Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Schafer, Case Naeyaert  
**Nays:** None **Absent:** None **Approved 8/17/2016**