I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. TIME FOR MEDITATION

V. APPROVAL OF THE MINUTES FROM MARCH 10, 2020

VI. ADDITIONS TO THE AGENDA

VII. PETITIONS AND COMMUNICATIONS

1. A MEMO FROM RUSSEL CHURCH REGARDING THE REQUEST FOR APPROVAL OF PAY ABOVE STEP 2 FOR MANAGERIAL-CONFIDENTIAL EMPLOYEE

VIII. LIMITED PUBLIC COMMENT

IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

X. CONSIDERATION OF CONSENT AGENDA

XI. COMMITTEE REPORTS AND RESOLUTIONS

2. RESOLUTION AMENDING THE BOARD RULES TO DELEGATE ADDITIONAL AUTHORITY TO THE CHAIRPERSON OF THE BOARD OF COMMISSIONERS TO APPROVE EMERGENCY RESOLUTIONS PURSUANT TO THE PROVISIONS OF MCL 30.401 et seq or MCL 10.31 et seq

3. RESOLUTION TO AUTHORIZE A CONTINGENCY APPROPRIATION TO ADDRESS IMMEDIATE NEEDS RELATED TO MICHIGAN AND FEDERAL STATE OF EMERGENCY DECLARATIONS

4. RESOLUTION ADOPTING A HEALTH ADVISORY LEAVE POLICY

5. RESOLUTION HONORING DANEEN JONES

6. RESOLUTION TO APPROVE AND CERTIFY THE INGHAM COUNTY 2019 PUBLIC ROAD MILEAGE REPORT

7. RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR THE INGHAM COUNTY ROAD DEPARTMENT
8. Resolution to Amend Resolution #19-082 to Approve Proceeding to Close Permanent Conservation Easement Deeds

9. Resolution to Approve Purchase of Training from Wizer

10. Resolution to Authorize Issuing a Purchase Order to Haworth via DBI for the Board of Commissioners Room Chairs at the Historical Mason Courthouse

11. Resolution to Authorize a One Year Contract Extension with Granger Container, Inc. for Waste Management Services at Several County Facilities

12. Resolution to Authorize a Contract Renewal with Teachout Security for Uniformed Unarmed Security Guard Services at Several County Facilities

13. Resolution to Approve a Second Party Agreement with the Michigan Department of Transportation (MDOT) and a Third Party Agreement with Lansing Charter Township, Delta Charter Township in Relation to a Federally Funded Project on Waverly Road from Old Lansing Road to St. Joseph Street

14. Resolution to Retain As-Needed Construction Inspection and Supervision Services

15. Resolution Authorizing 2020 Administrative Fund

16. 2020 Borrowing Resolution (2019 Delinquent Taxes)

17. Human Services Committee – Resolution to Amend the Ingham Community Health Center Board Bylaws

18. Human Services Committee – Resolution Honoring Angela Fay Travis

19. Human Services Committee – Resolution Honoring William Weiman

20. Human Services Committee – Resolution Honoring Dr. Steven Pittel

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22. Human Services Committee – Resolution to Implement an Online Ticketing System for the Ingham County Fair
23. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO BUNKER ROAD LANDING

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25. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE A CONTRACT WITH E.T. MACKENZIE COMPANY

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29. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CROSSROADS NUTRITION THERAPY, LLC

30. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE AGREEMENTS WITH LICENSED MEDICAL PROVIDERS

31. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MSU HEALTH TEAM FOR ESTABLISHING A COLLABORATIVE CARE MODEL FOR PSYCHIATRY SERVICES

32. LAW & COURTS COMMITTEE – RESOLUTION APPOINTING STEFANI C. GODSEY AS ATTORNEY MAGISTRATE FOR THE 55TH DISTRICT COURT

33. LAW & COURTS COMMITTEE – RESOLUTION HONORING JUDGE THOMAS BOYD

34. LAW & COURTS COMMITTEE – RESOLUTION TO APPROVE AN ADDITIONAL COMPUTER TECHNICIAN POSITION FOR THE 9-1-1 CENTER

35. LAW & COURTS COMMITTEE – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TRANE US INC. FOR THE HVAC SYSTEM AND SPLIT UNIT FOR THE 9-1-1 CENTER’S BACKUP LOCATION AT THE ROAD DEPARTMENT

36. LAW & COURTS COMMITTEE – RESOLUTION TO AUTHORIZE CONTRACTS WITH IDENTIFIED SERVICE PROVIDERS AS AUTHORIZED BY THE JUSTICE MILLAGE
37. LAW & COURTS COMMITTEE – RESOLUTION TO AMEND RESOLUTION #20-051 – CHANGING THE AMOUNT AWARDED INGHAM COUNTY 9-1-1 CENTRAL DISPATCH IN THE 9-1-1 GRANT PROGRAM BY THE STATE 9-1-1 OFFICE

38. LAW & COURTS COMMITTEE – RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR DISPATCH CONSOLES TO BUILD OUT THE 9-1-1 BACKUP CENTER

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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
CALL TO ORDER

Chairperson Crenshaw called the March 10, 2020 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Crenshaw, Celentino, Grebner, Maiville, Morgan, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

Members Absent at Roll Call: Koenig (arrived at 6:32 p.m.)

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked William Fowler, Equalization Department Director, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Crenshaw asked those present to remain standing for a moment of silence, prayer, or meditation.

APPROVAL OF THE MINUTES

Commissioner Schafer moved to approve the minutes of the February 25, 2020 meeting. Commissioner Naeyaert supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Naeyaert moved to allow the following resolution be considered by the Board immediately:

RESOLUTION TO AUTHORIZE A CONTRACT WITH CAPITAL AREA UNITED WAY TO ACT AS A FIDUCIARY FOR 2020 CENSUS FUNDING

Commissioner Maiville supported the motion.

Commissioner Sebolt disclosed that the United Way in question here was a member of a statewide organization that had a formal relationship with his employer, the Michigan AFL-CIO.
The motion was approved unanimously. Absent: Commissioner Koenig.

The resolution was added to the agenda as Action Item No. 36.

Commissioner Koenig arrived at 6:32 p.m.

PETITIONS AND COMMUNICATIONS

A RESOLUTION FROM THE CHARLEVOIX COUNTY BOARD OF COMMISSIONERS TO DECLARE CHARLEVOIX COUNTY TO BE A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE CHARLEVOIX COUNTY BOARD OF COMMISSIONERS TO DECLARE CHARLEVOIX COUNTY TO BE A CONSTITUTIONAL SANCTUARY. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE BERRIEN COUNTY BOARD OF COMMISSIONERS AFFIRMING BERRIEN COUNTY’S COMMITMENT TO THE BILL OF RIGHTS OF THE CONSTITUTION OF THE UNITED STATES. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE WEXFORD COUNTY BOARD OF COMMISSIONERS TO DECLARE WEXFORD COUNTY TO BE A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE KALKASKA COUNTY BOARD OF COMMISSIONERS TO OPPOSE GOVERNOR WHITMER’S $3.5 BILLION ROAD BOND DEBT. Chairperson Crenshaw directed that this be referred to the County Services Committee.

A LETTER OF TERMINATION OF THE ECONOMIC DEVELOPMENT SERVICES AGREEMENT WITH THE CITY OF MASON FROM THE CHAIRPERSON OF THE LOCAL DEVELOPMENT FINANCE AUTHORITY Chairperson Crenshaw directed that this be referred to the County Services Committee.

A RESOLUTION FROM THE HILLSDALE COUNTY BOARD OF COMMISSIONERS AFFIRMING HILLSDALE COUNTY’S SUPPORT OF THE SECOND AMENDMENT TO THE UNITED STATES CONSTITUTION. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE HURON COUNTY BOARD OF COMMISSIONERS AFFIRMING HURON COUNTY’S SUPPORT OF THE CONSTITUTIONS OF THE UNITED STATES AND MICHIGAN. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM LAKE COUNTY BOARD OF COMMISSIONERS TO DECLARE LAKE COUNTY TO BE A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be placed on file.

A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING ON THE APPROVAL OF BROWNFIELD PLAN #79 – MICHIGAN REALTORS REDEVELOPMENT PROJECT. Chairperson Crenshaw directed that this be referred to the Finance Committee.
A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING ON THE APPROVAL OF AN OBSOLETE PROPERTY REHABILITATION CERTIFICATE. Chairperson Crenshaw directed that this be referred to the Finance Committee.

A RESOLUTION FROM ARENAC COUNTY BOARD OF COMMISSIONERS TO DECLARE ARENAC COUNTY TO BE A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION FROM THE MENOMINEE COUNTY BOARD OF COMMISSIONERS TO DECLARE MENOMINEE COUNTY A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be placed on file.

A RESOLUTION REQUEST FROM SAM HAYNER TO DECLARE INGHAM COUNTY A “SECOND AMENDMENT SANCTUARY COUNTY”. Chairperson Crenshaw directed that this be referred to the Law & Courts Committee.

A RESOLUTION FROM THE INGHAM COUNTY WOMEN’S COMMISSION TO ESTABLISH AN INGHAM COUNTY EMPLOYEE DAY OF SERVICE. Chairperson Crenshaw directed that this be referred to the County Services Committee.

A RESOLUTION FROM THE GRAND TRAVERSE BOARD OF COMMISSIONERS SUPPORTING THE PASSAGE OF HOUSE BILL 5330 AND SENATE BILL 723 – PROPOSED LEGISLATION REQUIRING LOCAL UNIT OF GOVERNMENT APPROVAL OF CERTAIN AMENDMENTS TO APPROVED DEVELOPMENT PLANS OR TAX INCREMENT FINANCING PLANS. Chairperson Crenshaw directed that this be referred to the Finance Committee.

A RESOLUTION FROM THE CASS COUNTY BOARD OF COMMISSIONERS AFFIRMING CASS COUNTY’S SUPPORT FOR THE SECOND AMENDMENT TO THE UNITED STATES CONSTITUTION. Chairperson Crenshaw directed that this be placed on file.

LIMITED PUBLIC COMMENT

None.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items except Agenda Item No. 34. Commissioner Schafer supported the motion.

Commissioner Maiville removed Action Item No. 20 from the Consent Agenda for the purposes of disclosure.

The motion carried unanimously.

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote.
Items voted on separately are so noted in the minutes.
INTRODUCED BY THE COUNTY SERVICES COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION IN HONOR OF THE 2020 STATE ARBOR DAY CELEBRATION

RESOLUTION #20 – 90

WHEREAS, Arbor Day was first celebrated in 1872 to promote conservation efforts and has become a cherished and respected tradition in Michigan; and

WHEREAS, Arbor Day is a time to celebrate trees and their importance in our lives and represents an opportunity to emphasize that tree planting is an important personal demonstration of stewardship; and

WHEREAS, Arbor Day helps remind Ingham County residents that healthy natural resources are vital and that each of us can play a role in ensuring the quality of life in our community; and

WHEREAS, the Board of Commissioners wishes to recognize the outstanding efforts of all involved with the success of Arbor Day including the Michigan Arbor Day Alliance, Michigan Forestry and Park Association, the Michigan Department of Natural Resources Forest, Mineral and Fire Management Division, and City of Lansing’s Parks & Recreation and Forestry Division; and

WHEREAS, the 2020 State Arbor Day Celebration will take place Friday, April 24, 2020 at Potter Park Zoo.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby endorses Arbor Day and extends their congratulations and best wishes to all of those involved in the 2020 State Arbor Day.

COUNTY SERVICES:  Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
   Nays: None   Absent: Koenig   Approved 03/03/2020

Adopted as part of the consent agenda.
INTRODUCED BY THE COUNTY SERVICES COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A REVISED INGHAM COUNTY REMONUMENTATION PLAN FOR SUBMISSION TO THE STATE OF MICHIGAN OFFICE OF LAND SURVEY AND REMONUMENTATION

RESOLUTION #20 – 91

WHEREAS, by Resolution #92-105 the Ingham County Board of Commissioners by formal action taken on May 26, 1992, approved and adopted an Ingham County Remonumentation Plan, as required by Act 345, P.A. 1990; and

WHEREAS, the Ingham County Remonumentation Grant Administrator has been advised and directed that the Ingham County Remonumentation Plan of 1992 be revised to be reflective of the current status of the monumentation and/or remonumentation of the original public land survey corners, protracted public land survey corners, and/or property controlling corners, as required by Act 166, P.A. 2014; and

WHEREAS, pursuant to MCL 54.268(1) of Act 166, P.A. 2014 that the revised Ingham County Remonumentation Plan include language to address a perpetual monument maintenance plan; and

WHEREAS, pursuant to MCL 54.268(e) of Act 166, P.A. 2014, that the revised Ingham County Remonumentation Plan include language defining the qualifications and duties of the Peer Review Group; and

WHEREAS, pursuant to MCL 54.268(2)(a)(iii) that the revised Ingham County Remonumentation Plan addresses the need to establish geodetic coordinates and the incorporation of advanced surveying technologies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the adoption of the 2020 revised Ingham County Monumentation and Remonumentation Plan.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the adopted 2020 revised Ingham County Monumentation and Remonumentation Plan, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None  Absent: Koenig  Approved 03/03/2020

Adopted as part of the consent agenda.
2020 (REVISION) MONUMENTATION AND REMONUMENTATION PLAN

FOR

INGHAM COUNTY, MICHIGAN

Prepared for the Implementation of Act 345 of 1990
MCL 54.261 – MCL 54.279

Revised and Approved
by
Ingham County Board of Commissioners

Bryan L. Crenshaw, Chairperson       Date
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I. INTRODUCTION – THE REASON FOR THE ORIGINAL PLAN (Approved June 24, 1992)

The adoption by the Ingham County Board of Commissioners of a “County Monumentation and Remonumentation Plan” was a requirement of Act 345 of the Public Acts of 1990. When the State Legislature was considering the adoption of Senate Bill 380 (which became Public Act 345 of 1990), the following “supporting argument” was presented by the nonpartisan Senate staff for use by the Senate in its deliberations:

Implementing the county monumentation program would mark the first time in 175 years that a concerted effort was made to do this critically needed job. Since the 1850’s there has been no statewide effort to validate corners, even though surveyors’ tools have advanced from a 33-foot chain and a compass to a technological arsenal that includes a device that gives automatic measurements of angles between corners, and instruments that bounce a signal off a satellite to determine the exact longitude and latitude of a given point. Orderly, consistent remonumentation with standardized markers would assist in the documentation and planning of roads and utilities, the (location) of public and private property, the settlement of ownership claims and disputes, and the provision of a central data base containing information on counties and townships throughout the State. Completion of the remonumentation system in a county would enable the county to implement a computerized mapping system that would include the precise location of roads, utilities, and property lines; the corners would serve as the foundation for such a map. Further, the remonumentation on a county-wide basis would be more economical than contracting out a few corners at a time, and individual surveys would be less expensive if surveyors could rely on monumented corners.

Ingham County was required to adopt a County Plan to be approved by the State Survey and Remonumentation Commission in order to be eligible for state grants for monumentation and remonumentation. The grants are made available from monies collected and forwarded to the State Treasurer as provided for in Act 346 of the Public Acts of 1990, effective January 1, 1991.
II. REASON AND JUSTIFICATION FOR THE REVISION OF THE INGHAM COUNTY MONUMENTATION AND REMONUMENTATION PLAN

The State Survey and Remonumentation Act, 1990 PA 345, was revised/amended on June 12, 2014 by 2014 PA 166. This revision/amendment, among other things, reinstates the State Survey and Remonumentation Commission and required the Commission pursuant Section 8 to promulgate the rules and the counties to formalize a REVISED COUNTY PLAN. Issues identified in the law and by the Commission to be specifically addressed are:

A. A plan to remonument all of the original Public Land Survey corners, property controlling corners and protracted corners. The plan must, also, list other corners to be included or excluded. MCL 54.268 (2)(a) & (c). If an explicit plan is included in a previous Plan, the an outline of any modifications that may have occurred since the last update must be identified.

B. A perpetual monument maintenance plan. MCL 54.268(d). The Land Corner Recordation Act, 1970 PA 74, outlines when a Land Corner Recordation Certificate (LCRC) must be filed. In order to formalize the local practice, the county must define “as described.”

C. A peer group MCL 54.268(e)
   a.i Qualification for peer review group membership must be defined
   a.ii Safeguards can be defined to avoid one-company rule.
   a.iii Allowance of walk-in corner review must be identified.

D. Geodetic coordinates to be collected. MCL 54.268(2)(a)(iii).
   a.i Geodetic coordinates are not defined by law. Some counties want to use State Plane Coordinates a defined in 1964 PA 9, and others want to use latitude and longitude. The county can decide which to use, but it must be consistent and documented.
   a.ii The storage of coordinate values must be addressed at the county level.

It is the intent of the Revision to review the Remonumentation Plan, assess its validity and modify for recent technologies. As shown in the outline, decisions must be made and formalized in the revised County Plan to assure local control and consistency. Additions to this Revision can be made if a county would like to modify a section.

In accordance with Section 8(1) the deadline to file the Revised County Plan is March 1, 2020.
DEFINITIONS

The following word or phrases as used in this plan are either contained in Act 345 of the Public Acts of 1990, or are necessary for its administration:

**Act** – means Act 345 of the Public Acts of 1990, the State Survey and Remonumentation Act, being Sections 54.261 to 54.279 of the Michigan Compiled Laws.


**Corner** – means an original public land survey corner, a protracted public land survey corner, or a property controlling corner.

**County Grant Administrator** – mean a person appointed by the County Board of Commissioners as the individual responsible for the completing and submitting the annual Application for a Survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant. The County Grant Administrator’s duties are set forth herein.

**County Representative** – means: 1) the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws; or 2) the licensed surveyor appointed by the County Board of Commissioners if the county does not have a County Surveyor. The County Representative shall perform any duties assigned by law and other duties described herein.

**Department** – means the Department of Licensing and Regulatory Affairs per MCL 54.262.

**Locate** – means to recover the existing corner that conforms to the minimum standards specified herein.

**Marker** – means the physical object that occupies the corner location.

**Monument** – means to install a marker that meets or exceeds minimum standards as specified herein.

**Monumentation Surveyor** – means the surveyor who is awarded a contract to perform research for and monument or remonument markers.
III. PLAN OBJECTIVES

A. Provide for the location, monumentation and/or remonumentation of corners on a planned timetable.

B. Create and maintain a repository for all records pertaining to Public Land Surveys.

C. Coordinate with adjoining counties for the remonumentation of all county line corners.

D. Annually determine remonumentation requirements for which a grant application will be submitted for state approval.

IV. GRANT ADMINISTRATION

For the purpose of implementation of this Act, the County Board of Commissioners must appoint a County Grant Administrator. The county shall also appoint a County Representative.*

The County Grant Administrator’s duties include:

A. Annually submitting a grant application and supporting documents to the Department by December 31st.

B. Selecting Monumentation Surveyors in compliance with Qualification-Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June, 1987).

C. Submitting proposed County Representative and Monumentation Surveyor Contracts to the County Board of Commissioners for its approval and its authorization for execution.

D. Recommending payment to the Monumentation Surveyor, as provided by the contract.

E. Submitting other documentation as requested/required by the Department or the Commissioners.

* If the surveyor acting as the County Representative is not a monumentation surveyor, that person may also serve as the County Grant Administrator.
V. PLAN EXECUTION

In addition to any duties assigned by law, the County Representative shall establish requirements and procedures to implement the following:

A. Field verify whether corners are “existent,” “lost,” or “obliterated.”

B. Set a marker at all corners, if necessary, following the Peer Group’s ratification. The location of said corners shall be established in accordance with the procedures set forth in the “Manual of Instructions for the Survey of Public Lands of the United States,” 2009, prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).


The County Representative shall also be responsible for:

A. Establishing, scheduling meetings of, and chairing a Peer Group, which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the open Meetings Act.

B. Creating and maintaining a filing system for each corner, which contains all survey information compiled.

C. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to the following:

   For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31st, and the work area remaining to be completed.

   A general work-progress report for all previously-awarded contracts.

   The Work Program for the following year. The Work Program will indicate 1) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented within the next contract year; 2) the area where the Public Land Survey corners and Property-controlling corners are to be researched in the next contract year.
VI. WORK PROGRAM
To meet the objectives of the Act, all work shall be performed in the following manner:

**Research:** A minimum number of corner locations shall be researched each year so as to complete the monumentation program. Copies of all research information shall be available to the public. The County may charge a reasonable fee for such copies.

No marker shall be considered a part of the plan until the research for its location has been performed and the location has been ratified by the Peer Group.

**Monumentation:** Annually locate and monument or remonument a minimum number of corners so as to complete the program.

The corners proposed to be monumented shall be specified as part of the annual grant application. An annual grant may include some unspecified corners in danger of becoming “lost” or “obliterated.”

For corners monumented under the Act, the Monumentation Surveyor shall furnish the County Representative two copies of a completed and recorded Land Corner Recordation Certificate, as required by Act 74 of the Public Acts of 1970, as amended, being Sections 54.201 to 54,214 of the Michigan Compiled Laws. The County Representative shall forward one copy to the County Grant Administrator to be forwarded to the Commission with the work progress report, as required by the Commission.

Any surveyor may submit a corner location to the County Representative for Peer Group review.

When filed with the County Representative, all information is considered filed with and available to the Commission. The county agrees to maintain these records and to provide copies of any records requested by the Commission at no charge.

VII. PERPETUAL MONUMENT MAINTENANCE PROGRAM
When all corners have been monumented as specified under this act, a “Perpetual Monument Maintenance Program” shall begin. Each year thereafter, the first priority of the maintenance review of the historic/recorded corners shall be based upon the chronological date the corner was recorded. The authorized County Representative shall determine which historic/recorded corners shall be checked and, if necessary remonumented. The specific corners or specific region to be checked shall be a part of the annual grant application.

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VIII. AMENDING THE PLAN
This plan may be amended subject to:
   A. Approval by the Ingham County Board of Commissioners
   B. Approval by the Department.

IX. SEVERABILITY
If any section or provision of this plan for any reason conflicts with present or future legislative acts or administrative rules, that section shall be invalid, but such invalidation shall not affect the remaining provisions of this plan.

X. ANNUAL FUNDING AVAILABILITY
Work programs specified in Section VI and Section VII shall be adjusted depending upon the actual annual grant and other funds available.
APPENDICES

APPENDIX A – ITEMS ELIGIBLE FOR GRANT FUNDS
1. Corner research expenses
2. Time spent in developing corner-location documentation, including time spent to research existing records, summarize the evidence found, prepare drawings when necessary, and prepare a final report. Information to be shown on the above noted drawings may include traverse information and useful physical features (e.g. lines of occupation, roadways, fences).
3. Time spent in presenting corner locations to the Peer Group for ratification.
4. Field time spent to set and witness markers, including field-traversing time, if necessary.
5. Such other items as may be specified in the grant application and approved by the Commission.

APPENDIX B – PROCEDURE FOR RATIFICATION OF A CORNER POSITION
When a Monumentation Surveyor desires the ratification of a corner position, he/she shall make a written request for same to the County Representative, accompanied by the corner position documentation. Not later than 28 calendar days after receipt of said request, the County Representative shall call and chair a meeting, noticed in compliance with the Open Meetings Act, of a Peer Group to review the corner position documentation furnished. At least ten days prior to the meeting, the County Representative shall give notice of the meeting to the Peer group, each Monumentation Surveyor whose corner position documentation will be reviewed and any surveyor who has set a corner different from the position being considered. All corner position documentation will be reviewed by the Peer Group. Minutes shall be taken, which shall become the official record when approved by the Peer Group. After the Peer Group’s ratification, the Monumentation Surveyor shall install the appropriate corner marker and cap and shall file a Land Corner Recordation Certificate (LCRC) as required by Act 74 of the Public Acts of 1970, as amended, being Sections 54.201 to 54.214 of the Michigan Compiled Laws. Two copies of said Certificate shall be furnished to the County Representative.
APPENDIX C – MINIMUM STANDARDS FOR MONUMENTATION
The permanent marker set at the location of the corner shall be set in conformance with Act 74 of the Public Acts of 1970, as amended, being Sections 54.201 to 54.214 of the Michigan Compiled Laws.
The county shall adopt standardized markers and/or caps for use by each Monumentation Surveyor when remonumentation is necessary.

APPENDIX D – MINIMUM STANDARDS FOR CORNER WITNESSING
All corners shall be witnessed in accordance with Act 74 of the Public Acts of 1970, as amended.

APPENDIX E – RESEARCH
RESEARCH SOURCES:
A. General Land Office (GLO) Survey: including original, dependent, independent, or omitted lands (e.g., notes, plats, and special instructions).
   If these records are not available in the county offices, they may be obtained from the Michigan Department of Natural Resources, the National or State Archives, or the Eastern Regional Office of the Bureau of Land Management.
B. County Records: The sources and types of information available appear below:
   County Surveyor – Land Corner Recordation Certificates (LCRC), public and private land surveys and notes.
   County Register of Deeds – Land Corner Recordation Certificates (LCRC), land surveys, subdivision plats, plat books of ownership (Index to County Atlases & Plats), condominium subdivisions and other records.
   County Road Commission or Department of Public Works – Highway location surveys, GLO corner ties, highway easements, township road orders and other records.
   County Drain Commissioner or Department of Public Works – County and township drain records, unrecorded maps, and other records.

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APPENDIX E – RESEARCH (Continued)
RESEARCH SOURCES (Continued):

B. County Records: The sources and types of information available appear below (Continued:
   Clerk of Court – Court records
   Local Assessor – Conveyances, survey maps, tax maps, and legal descriptions
   Adjoining County Offices or Local Departments of Public Works – County line records, county line roads

C. Municipal Records: Board meeting minutes, cemetery records, township road and drain descriptions ans maps may be obtained from engineers, clerks, zoning administrators, and utility and public works department employees.

D. Other Sources:

   State of Michigan Departments/Agencies:
      Department of Technology and Management and Budget
      Department of Transportation
      Department of Natural Resources
      Michigan Colleges and Universities
      State of Michigan Archives
      State of Michigan Historical Library

   Federal (U.S.) Departments/Agencies:
      Bureau of Land Management
      Fish and Wildlife Services
      Soil Conservation Services
      U.S. Corps of Engineers
      Civilian Conservation Corps
      U.S. Coast Guard
      National Parks Service
      U.S. Forest Services
      Federal Aviation Administration
      Federal Communications Commission
      National Geodetic Survey
APPENDIX E – RESEARCH (Continued)
RESEARCH SOURCES (Continued):

D. Other Sources (Continued):
   Federal (U.S.) Departments/Agencies (Continued):
      National Geodetic Survey
      U.S. Geological Survey
      Bureau of Indian Affairs
      International Great Lakes Survey
      Defense Mapping Agency

E. Aerial photos may be obtained from the U.S. Soil Conservation Service, U.S. Agriculture Stabilization and Conservation Service, Department of Natural Resources, Michigan Department of Transportation, aerial mapping companies, and/or other agencies previously listed.

F. Addresses for Research Sources:

   American Congress on Surveying and Mapping
   6 Montgomery Village Avenue, Suite #403
   Gaithersburg, MD 20879

   American Association for Geodetic Surveying
   5119 Pegasus Court, Suite Q
   Fredrick, MD 21704
   www.aagsmo.org

   National Society of Professional Surveyors, Inc.
   5119 Pegasus Court, Suite Q
   Fredrick, MD 21704
   www.npsmo.org

   Cartography and Geographic Information Society
   932 Harrison Circle
   Alexandria, VA 22034
   www.cartogis.org
Addresses for Research Sources (Continued):

Geographic and Land Information Society
6315 Ocean Drive
Corpus Christi, TX  78412
[www.glismo.org](http://www.glismo.org)

Cadastral Survey
Bureau of Land Management
Eastern States Office
20 M Street SE, Suite 950
Washington, DC  20003

Federal Communications Commission
445 12th Street SW
Washington, DC  20554

Interstate Commerce Commission
Room 3130
12th Street & Constitution Avenue NW
Washington, DC  20423

Michigan Department of Technology and Management & Budget
Lewis Cass Building, 2nd Floor
320 S. Walnut Street
PO Box 30026
Lansing MI  48909

Michigan Department of Licensing and Regulatory Affairs
Ottawa Building
611 W. Ottawa
P.O. Box 30004
Lansing, MI  48909

Office of Land Survey and Remonumentation
Bureau of Construction Codes
Department of Licensing and Regulatory Affairs
P.O. Box 30254
Lansing, MI  48909
Addresses for Research Sources (Continued):

Michigan Department of Natural Resources
Region 7 Customer Service Center
4166 Legacy Parkway
Lansing, MI 48911

Michigan Department of Transportation
State Transportation Building
425 W. Ottawa Street
P.O. Box 30050
Lansing, MI 48909

Michigan History Center
702 W. Kalamazoo Street
Lansing, MI 48915

Michigan Department of Environment, Great Lakes, and Energy
Constitution Hall
525 W. Allegan Street
P.O. Box 30473
Lansing, MI 48909

U.S. Department of Agriculture
Natural Resources Conservation Service
Soils
3001 Coolidge Road, Suite 250
East Lansing, MI 48823

U.S. Department of Agriculture Service Center(s)
Mason Service Center
521 Okemos
Mason, MI 48854

Mason Rural Development Area Office
525 Okemos, Suite B
Mason, MI 48854
Addresses for Research Sources (Continued):

U.S. Fish and Wildlife Services
2651 Coolidge Road
#101
East Lansing, MI  48823

U.S. Geological Survey
5840 Enterprise Drive
Lansing, MI  48911

U.S. Geological Survey
12201 Sunrise Valley Drive
Reston, VA  20192

U.S. Forestry Department
1407 S. Harrison Road
East Lansing, MI  48823

National Archives and Records Administration
8601 Adelphi Road
College Park, MD  20740-6001

National Oceanic and Atmospheric Administration (NOAA)
1401 Constitution Avenue NW
Room 5128
Washington, DC  20230

U.S. Army Corps of Engineers
441 G Street, NW
Washington, DC  20314-1000

U.S. National Park Service
1849 C Street, NW
Washington, DC  20240

U.S. National Ocean Service
SSMC4, Room 13317
1305 East West Highway
Silver Spring, MD  20910
Addresses for Research Sources (Continued):

U.S. Department of the Interior
1849 C Street, NW
Washington, DC  20240

U.S. Department of Commerce
1401 Constitution Avenue, NW
Washington, DC  20230

U.S. Bureau of Indian Affairs
MS-4606-MIB
1849 C Street, NW
Washington, DC  20240

U.S. Fish and Wildlife Services
1849 C Street, NW
Washington, DC  20240

U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC  20590

U.S. Federal Highway Administration
1200 New Jersey Avenue, SE
Washington, DC  20590

U.S. Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC  20591

G. Property owners or residents may be interviewed for their personal knowledge.
APPENDIX F – RECONNAISSANCE

A. All record data related to established monuments, accessories, and calls to natural features shall be reviewed to locate and define the area of search. Thereafter, a reconnaissance of the area, using the record research data or Public Land Survey (PLS) methods will be necessary to narrow the area of search and to explore the area for evidence. Then a survey can be made to locate existing monuments, occupation lines, possible corner locations, and natural feature calls from PLS field notes.

B. An experienced surveyor shall make the field search or valuable evidence may be overlooked or destroyed.

C. The field search shall be made at a time of year when conditions are most suitable for uncovering evidence. This may depend on terrain, vegetation, or seasonal ground cover.

D. The record of evidence of the monument to be located will indicate or suggest the type of search equipment to be utilized during the field search. The following list should be considered when preparing for the search:

1. Metal locator – for recovery of metallic monuments
2. Hand tools (picks, shovel, etc.) – where monumentation is expected within a small area or near the surface.
3. Mechanical equipment (backhoe or jackhammer) – for excavation in large, deep, or difficult search areas.

The surveyor’s judgment will control the depth and extent of the excavation. For reference purposes (for future surveys) provide an excavation report describing the extent and the location of the excavation. This may eliminate duplicate excavation efforts.

E. In areas where the only information available is the original General Land Office survey data or where it is difficult to narrow down a corner search area, it may be advantageous to perform a corner search after a random traverse line has been surveyed along the section lines between known corners. The original line calls and corner locations can be calculated and field located from the random traverse, thus narrowing down the search area and maximizing the effort spent on the actual field search for original survey evidence and/or subsequent survey corner evidence.
APPENDIX G – CORNER MONUMENTATION

FIELD MONUMENTATION

A. Type of Marker
   A durable and easily identifiable ferrous marker shall be placed at the position of each
   remonumented corner, if possible. Ingham County will standardize the markers
   placed within its boundaries. Each marker will be stamped or engraved for
   identification, have a centering mark to define the exact location of the corner, and be
   stamped with the license number of the surveyor responsible for its placement.

B. In-place Markers
   An existing in-place, non-ferrous marker shall be replaced with a standard county
   marker.

SETTING A MARKER
   The marker shall be placed carefully to minimize any future movement of the marker.
   Reference markers should be placed where corner positions are in unstable or
   inaccessible locations. It is always necessary to consider what future uses may be made
   of the marker location.

NUMBER OF WITNESSES
   Each marker shall have a minimum of four (4) witnesses to substantial objects.

LAND CORNER RECORDATION CERTIFICATE (LCRC)
   A Land Corner Recordation Certificate (LCRC) shall be prepared and filed for each
   corner monumented or remonumented. The certificate shall be a complete document
   relating to the location, monumentation, perpetuation and history of a corner in
   accordance with PA74 of 1970, as amended.
APPENDIX H – HORIZONTAL CONTROL

The ultimate goal of the remonumentation program is the remonumentation of every corner in the State of Michigan, which may include the determination of North American Datum of 1983 (NAD 83) three-dimensional coordinates on these remonumented corners. The task of the remonumentation will frequently involve horizontal traverse work between corners to enable the restoration of lost and/or obliterated corners. In order to maximize the remonumentation efforts, this traverse work shall be performed to the minimum accuracy standard allowable to meet the requirements of PA 9 of 1964, as amended by PA154 of 1988 being Sections 54.231 to 54.239 of the Michigan Compiled Laws, i.e., FGCC, Third Order Class I for Horizontal Control.

It should be stressed that the recommended survey control system does not propose to promote the State Plane Coordinated system at the expense of adequate monumentation, perpetuation and recordation of corners. Instead, the system seeks to remonument the corners and to erect new accessories to these corners in accordance with sound land surveying procedures while at the same time applying all the advantages of the State Plane Coordinate system. In counties were extensive traverse work will be required, it will be advantageous to be on the State Plane Coordinate system from the beginning of the remonumentation project.

There are several publications that can be obtained from the National Geodetic Survey that can assist in understanding State Plane Coordinates:

1. Understanding State Plane Coordinate Systems
2. Fundamentals of State Plane Coordinate Systems
3. FGCC, Standards and Specifications of Geodetic Control Systems
4. FGCC, Geometric Geodetic Accuracy Standards and Specifications for Using GPS Relative Positioning Techniques

These publications, along with the horizontal and vertical geodetic control data for the county can be obtained from:
NGS Information Center
N/CG 174, Room 26
Rockwall Building
Rockville, Maryland 20852
(301) 443-8631
APPENDIX I – HISTORY OF INGHAM COUNTY REMONUMENTATION

Ingham County may have had an advantage over other counties in Michigan, because the county implemented a remonumentation project in September of 1977. The project utilized federal funding made available through the Comprehensive Employment and Training Act (CETA). This remonumentation project was in place from September of 1977 through August of 1980 and as a result much progress was made in the county.

The CETA program was a labor-intensive project. The main purpose was to provide training for long-term, unemployed personnel in a project beneficial to the community. The field staff was trained to perform rudimentary measuring to assist in determining old section corner locations. They also performed excavation in the public roadways to uncover old section corner monumentation lost due to road construction and road maintenance.

Office staff learned to prepare composite maps from information obtained from field staff efforts and also to prepare a dossier for every section corner in Ingham County. These dossiers contained all available information found in the public record on the history of the particular corner.

The long-term plans of the CTEA project were the same as the present proposed project of remonumenting the county’s corners and locating the monuments utilizing a high order survey network so each location could be mathematically reproduced in the event of future loss. Unfortunately, funding for the CETA program was eliminated before completion of this effort. The results of the CETA project are impressive. Ninety-five percent of all road excavations were completed and 481 section corners were located or established and placed on the public record, with a dossier for each section corner. Various maps were prepared and are still available to private or government surveyors involved in the unfinished retracement work.

The CETA program provided an excellent foundation for the current program, but much still remains to be accomplished. Of the sixteen (16) townships in Ingham County, approximately 213 corners still have no modern record available pertaining to their location or monumentation. A majority of these are in off-road locations in rural areas that the CETA participants were unable to investigate. All the corner dossiers need to be updated and at the mandate of the State Remonumentation Commission have all of the data contained in private practitioners files inserted. Many of the existing recorded corners will need updating as the ravage of time, construction, and farm operations affect them. The new monumentation act offers the opportunity to continue the important work of restoring all of the government corners in the county.
APPENDIX AA – SPECIFIC REMONUMENTATION PLAN SCOPE OF WORK

Included are two sets of township maps that reflect the scope of work.

The first set identifies all the GLO corners and protracted corners to be established in the Ingham County plan. The effective date indicated on each sheet is 01/01/2020.

The second set identifies the corners that have been completed, recorded and filed with the state. The effective date on each sheet is 12/31/2019. This set of township maps will be revised each year and the effective date will change at the end of each grant year. The County Representative shall update these maps on a yearly basis.

Further, GLO corners may be added or deleted by the County Representative, as necessary. Physical/locational considerations, including but not limited to railroad right-of-ways, limited access roadways, rivers, etc., determined by on-site inspection may assist the County Representative in the decision process.

Also indicated on both sets of maps are the meander corners that have been researched, monumented, recorded and filed as sections were completed in the course of the project.

Further, meander corners will be individually evaluated for their effectiveness, value and necessity in the project. This evaluation will be performed by the County Representative, County Grant Administrator and Peer Review Group members. This function may occur at any time monumentation is in progress or may be delayed until the Maintenance portion of the project has been implemented.
Appendix AA GLO corners and protracted corners to be established in the Ingham County plan. The effective date (indicated on each sheet) is 01/01/2020.
INSERT B

Appendix AA GLO corners that have been completed, recorded and filed with the state. The effective date (indicated on each sheet) is 12/31/2019.

Pages B-1 through B-16
APPENDIX BB – PERPETUAL MONUMENT MAINTENANCE PLAN

Upon entering the maintenance status, corners will be revisited based upon the recommendation of the County Representative. The County Representative shall recommend corners to be revisited taking into consideration the following factors:

1. Available funding
2. Chronological order of the original restoration of the corners.
3. Professed need by a municipality due to planned development, road maintenance, improvement or construction.
4. Existence or lack of geodetic coordinates from original restoration of a corner.

Due to the time that has elapsed since the start of the Remonumentation program, modern farming practices and disease loss of many trees, a land corner certificate will be filed for all corners included in the maintenance program.

Peer review will also be performed on all corners that have or will be through the maintenance portion of the program.
APPENDIX CC- PEER REVIEW GROUP

The Ingham County Peer Review Group shall consist of a minimum of three (3) surveyors licensed in the State of Michigan; including the County Representative. The County Representative shall serve as the chairperson of the peer review group. All members of the peer review group must hold a current and valid Professional Land Surveyor’s license issued by the State of Michigan. Peer review group members will be selected by the County Representative and approved by the Ingham County Board of Commissioners to serve for the grant year. Each licensed surveyor serving on the peer review group serves at the behest of the Ingham County Board of Commissioners, which may add or remove members as it deems fit. If a member of the peer review group wishes to resign his/her position from the peer review group for any reason, a written notice of resignation must be sent to the County Grant Administrator to be presented to the Ingham County Board of Commissioners for approval.

No more than one (1) surveyor from the same firm may serve on the peer review group. If a firm has multiple land surveyors, the individual on the peer review group may request one or more licensed land surveyors to fill in his/her position as an alternate. Alternate status must be approved by the Ingham County Board of Commissioners. An alternate licensed professional surveyor can attend a meeting for a member of the peer review group as a proxy vote for the grant year.

Peer review group meetings will be scheduled by the County Representative for the grant year.

A contract surveyor is not required to be a member of the peer review group. Licensed professional surveyors submitting contract corners will be notified of the meeting schedule, and will be required to attend the meeting or have a designee attend the meeting at which those corners will be presented to the peer review group for approval. If a surveyor who prepared the LCRC cannot present the corner to the peer review group, the presentation can be delegated to the crew chief or other professional land surveyor who actively participated in preparing the document(s). Surveyors who are members of the peer review group cannot vote on corners they present.

If the County Representative is also the County Grant Administrator, that individual and the individual’s organization shall not enter into any remonumentation surveyor contract within the borders established by the County Plan.

Walk-in corners from any licensed professional land surveyor in the State of Michigan are acceptable. No fee will be paid for walk-in corners, but enough material and information to complete the remonumentation of the corner can be shared with the licensed professional surveyor once the corner position accepted. Licensed professional surveyors submitting walk-in corners will be notified of the peer review group’s meeting schedule.

A corner will be considered “approved” by the peer review group if a majority of the peer review group approves the corner position.
APPENDIX DD – GEODETIC COORDINATES

The following requirements apply to the reporting of geodetic coordinates per MCL 54.268(2)(a)(iii):

All geodetic coordinates shall be based on values published by the National Geodetic Survey (NGS) or successor agency and referenced to NAD83(2011) with an epoch date of 2010.00. Any future reference network as published by NGS may be utilized as long as there is a direct correlation to the NAD82(2011) 2010.00 datum. The metadata for the geodetic coordinate reference must be reported with the coordinate value. The metadata must include the datum realization ((NAD83(2011)) and the epoch date of the realization adjustment (2010.00).

All geodetic coordinate values must be reported in degrees, minutes, and seconds to at least the nearest 0.01 second of Latitude and Longitude. The values may be established based on a properly adjusted traverse referencing at least two monumented NGS control points with published horizontal location values referenced to the national control network or Global Positioning System (GPS) observations referencing the NGS control network by means of static observation, post process kinematic, or real-time measurements. The resulting relative positional value must not exceed 1.5 feet horizontally as compared to the nearest published NGS position at the 95% confidence level (2-sigma).

The County Representative must maintain a database of the reported Latitude and Longitude coordinates of the Public Land Survey corner or the protracted Public Land Survey corner within the county.

Corner Code, Latitude, Longitude, NGS Realization, Realization Epoch Date

The reported coordinate value for the monument is for reference only and must not be used as an accessory to re-establish the corner monument. If at any time the county requires a higher level of accuracy for the reported position of the geodetic coordinates of the monument, it may do so on an annual basis prior to proceeding with the grant year contract work.
APPENDIX EE – AGREEMENTS FOR ACTIVE GEODETIC CONTROL SITES

The county has never entered into any agreements regarding CORS stations in any part of the county area.
APPENDIX FF – MAINTENANCE OF RECORDS

Upon completion of all work for the grant year, electronic scanning of all records generated during the course of the year shall be performed. This shall include all research compiled for all corners addressed and also copies of all prepared and approved Land Corner Recordation Certificates (LCRC) as recorded and filed.

This scanned information/documentation shall be integrated into previous information and made available to each future contract surveyor, municipality, etc. upon request. This distribution shall be by means of a DVD Disc or other appropriate electronic storage device. This procedure will ensure that future contractors will have all compiled research data in hand for future adjacent assignments. It will also ensure that the compiled paper records will have electronic duplicates so that records may not be lost or destroyed.
INTRODUCED BY:

COUNTY SERVICES COMMITTEE OF

INGHAM COUNTY BOARD OF COMMISSIONERS:


RESOLUTION #20 – 92

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and natural land in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland and Open Space Preservation Ordinance in July 2004 and amended it in 2010 (Resolution #10-99); and

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

WHEREAS, Ingham County voters passed a millage of .14 mils in 2008 and renewed that millage in 2018 to fund purchases of agricultural conservation easements through the Ingham County Farmland and Open Space Preservation Program; and

WHEREAS, in the course of implementing the Ordinance, the Ingham County Farmland and Open Space Preservation Board has established Selection Criteria for ranking landowner applications to the Ingham County Farmland and Open Space Preservation Program; and

WHEREAS, the Ingham County Ordinance requires that the Farmland and Open Space Selection Criteria be approved by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached 2020 Farmland and Open Space Selection Criteria developed by the Ingham County Farmland and Open Space Preservation Board as set forth in the Farmland and Open Space Preservation Ordinance passed July 27, 2004.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves The Ingham County Farmland and Open Space Preservation Board hosting a 2020 farmland and open space preservation application cycle.

COUNTY SERVICES:  Yeas:  Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays:  None  Absent:  Koenig  Approved 03/03/2020
Adopted as part of the consent agenda.
## Selection Criteria for Farmland Preservation Program
### 2020 Application Cycle

### Tier I Criteria

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<td>Development Pressure</td>
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<tr>
<td>III</td>
<td>Additional Ag Protection Efforts</td>
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### I. AGRICULTURAL CHARACTERISTICS (55 POINTS)

1. **Agricultural Productivity – Prime and Unique Soils**
   
   **Maximum Points: 20**
   
   **Prime and Unique Soils**
   
   *Prime under all circumstances*: 20 points
   *Prime if adequately drained*: 15 points
   *Not prime or unique*: 0 points
   
   **Example:**
   - 70% of parcel is prime under all circumstances \((0.70 \times 20\text{ pts}) = 14\text{ points}\)
   - 30% of parcel is prime if adequately drained \((0.30 \times 15\text{ pts}) = 4.5\text{ points}\)
   - Total points = 18.5 points

2. **Size of Parcel(s)**
   
   **Maximum Points: 15**
   
   Points for parcels between 15 and 150 acres are calculated by multiplying 0.1 times the parcel size. Any parcel above 150 acres receives 15 points. Parcels between 15 and 39.99 acres must be in specialty crop production. Parcels that are 0-14.99 acres receive 0 points. Parcels less than 40 acres will receive a zero for Size of Parcel, unless there is Additional Agricultural Income, in which case parcels 15 acres or more receive points.
   
   **Example:**
   - Parcel size is 150 acres: \(150 \times 0.1 = 15\)
   - Parcel is 85 acres: \(85 \times 0.1 = 8.5\)
   - Parcel is 350 acres: \(350 \times 0.1 = 35\); 15 points, the maximum possible
   - Parcel is 13 acres: \(0\) points for parcel less than 14.99 acres

3. **Additional Agricultural Income**
   
   **Maximum Points: 15**
   
   Points will be awarded to operations that have “value-added” agriculture either through animal related production or through production of a specialty crop (crops other than corn, wheat, soybeans), or both, with total sales over $5,000.00 annually.
   
   **Example:** Parcel is integral to farm operation that produces a specialty crop, which grosses over $15,000 annually. Total points = 15 points
4. **Proximity to Existing Livestock Farms**

   **Maximum Points: 5**

   A livestock operation for this purpose means a farm with more than 50 animal units (EPA definition: 1000 lbs = 1 unit)

   - Parcel is contiguous to an existing livestock operation: 5 points
   - Parcel is located between 0.5 miles and 1 mile of an existing livestock operation: 3 points
   - Parcel is located further than 1 mile from an existing livestock operation: 0 points

   *Contiguous for this section means no other parcel is located between the parcels. Parcels separated only by a road are considered contiguous.

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**II. DEVELOPMENT PRESSURE (43 POINTS)**

5. **Proximity to Existing Public Sanitary Sewer or Water, or Both**

   **Maximum Points: 10**

   Linear (straight line) distance to existing, usable public sanitary sewer, or water services, or both, will result in the following scoring options:

   - Less than one-half (1/2) mile from sewer or water: 5 points
   - One-half (1/2) mile or more but less than 1 mile: 7 points
   - One (1) mile or more but less than 2 miles: 10 points
   - Two (2) miles or more but less than 5 miles: 5 points
   - More than 5 miles: 0 points

   **Example:** Parcel is located 3 miles from existing sewer lines. Total points = 5 points.

6. **Proximity to Designated Population Center in Ingham County (As Defined in “Regional Growth: Choices For Our Future”, Summary Report, Tri-County Regional Planning Commission, September 2005. Population Centers for the purposes of this criteria, include areas around Lansing, Mason, and Williamston.**

   **Maximum Points: 25**

<table>
<thead>
<tr>
<th>Distance to Lansing</th>
<th>max points 25</th>
<th>Distance to Mason and Williamston, max points 10</th>
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</thead>
<tbody>
<tr>
<td>Farm is up to 1 mile from Lansing Pop</td>
<td>25</td>
<td>Farm is 1 mile, or within city boundary</td>
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<tr>
<td>Farm is 1-2 miles from Pop Center</td>
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<td>Farm is 1-2 Miles from Pop Center</td>
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</tr>
</tbody>
</table>

   **Example:** Farm is located 2 miles from Lansing Designated Population Center. Total points = 20

   **Example:** Farm is located 4 miles from City boundary of Mason. Total points = 4
7. **Road Frontage (paved or gravel)**

   **Maximum Points: 8**

   Emphasis is placed on parcels with greater linear distance of road frontage, placing the farmland under a greater threat of fragmented development. Frontage can be gravel, paved, or both and must be adjacent to the subject parcel.

   - Road frontage of 5280 feet (1 mile) or more: 8 points
   - Road frontage of 2640 feet (1/2 mile) to 5279 (just under 1 mile): 6 points
   - Road frontage of 1320 feet (1/4 mile) to 2639 (just under 1/2 mile): 4 points
   - Road frontage less than 1/4 mile: 0 point

   **Example:** Parcel has 1 mile of road frontage. Total points = 8 points

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**III. ADDITIONAL AGRICULTURAL PROTECTION EFFORTS (35 POINTS)**

8. **Location to Protected Property**

   **Maximum Points: 20**

   Parcel is near other private land which has been permanently protected from development through a conservation easement or deed restriction (development rights may have been purchased, transferred or donated). Linear distance is used from nearest farm boundary.

   - Parcel is adjacent to protected land: 20 points
   - Parcel is not adjacent but within 1/2 mile of protected land: 15 points
   - Parcel is not adjacent but within 1 mile of protected land: 10 points
   - Parcel is not adjacent but within 2 miles of protected land: 5 points

   **Example:** Parcel is adjacent to property under a permanent conservation easement = 20 points

   **Note:** Points are awarded regardless of last name of property owner(s). For example if three people with the same last name apply, each receives points for the block. There is no point penalty for block properties that happen to be owned by members of the same family.

9. **Block Applications**

   **Maximum Points: 15**

   Emphasis is placed on applications which consist of two more landowners who create a 150-acre or more block of contiguous farmland. Contiguous blocks of farmland have a greater potential for creating a long-term business environment for agriculture. Parcels included in a block application must be contiguous (touching but may be separated by a road). Each applicant in the block application will receive points for this section.

   - Two or more landowners apply together to create 1000 or more contiguous acres: 15 points
   - Two or more landowners apply together to create 750 to 999 contiguous acres: 10 points
   - Two or more landowners apply together to create 500 to 749 contiguous acres: 8 points
   - Two or more landowners apply together to create 300 to 499 contiguous acres: 6 points
   - Two or more landowners apply together to create 299 to 150 contiguous acres: 5 points
   - Contiguous acreage of 149 acres or less: 0 points

   **Example:** Four landowners, with varying parcel acreage, submit a block-application of about 800 contiguous acres. (Each of the four landowners would receive 10 points for this section).

   **Note:** If a parcel in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided they still wish to participate in the block application.
IV. OTHER CRITERIA (10 POINTS)

10. Additional Agricultural Characteristics

- Additional agricultural characteristics are USDA certified organic farm or Centennial farm.  
  - Parcel has one or more additional agricultural features  
    - 5 points
  - Parcel does not have an additional agricultural feature  
    - 0 points

11. Michigan Agricultural Environmental Assurance Program (MAEAP)  

- Participation in the MAEAP demonstrates a commitment to environmental stewardship above and beyond a conservation plan. The State Agriculture Preservation Board has identified the MAEAP as a priority to providing matching funds. Farms verified under the MAEAP must show verification to receive points.
  - Farm is MAEAP verified  
    - 5 points
  - Farm is not MAEAP verified  
    - 0 points

TIER I: TOTAL POINTS POSSIBLE IS 143
Selection Criteria for **Open Space** Land Preservation Program  
2020 Application Cycle

<table>
<thead>
<tr>
<th>Tier I Criteria Sections</th>
<th>Maximum Total Points</th>
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</thead>
<tbody>
<tr>
<td>Ecological, scenic, geological criteria</td>
<td>103 points</td>
</tr>
<tr>
<td>Property size and location criteria</td>
<td>55 points</td>
</tr>
<tr>
<td><strong>Maximum Total Points</strong></td>
<td><strong>158 points</strong></td>
</tr>
</tbody>
</table>

### 1. ECOLOGICAL, SCENIC AND GEOLOGICAL CRITERIA (Maximum 103 POINTS)

1. **Potential Conservation Area(s)** (from the Greening Mid-Michigan Project)  
   - **Highest Potential**  
     - maximum points: 10  
   - **High Potential**  
     - 8 points  
   - **Medium Potential**  
     - 6 points  
   - **Low Potential**  
     - 4 points  

*Example: parcels fall within a High Potential Conservation Area = 8 points*

2. **Water quality values**
   1. **Riparian land**  
      - maximum points: 20  
      *Property with a water frontage of 200 linear feet or greater receives 20 points. Points for a property with water frontage of less than 200 linear feet are: 20 x linear feet of water frontage/200 = points.*
      *Example: parcel has 75 feet of water frontage on the Red Cedar River: 20 x 75 = 1500/200 = 7.5 points*

2. **Wetlands, including buffer area**  
   - maximum points: 20  
   *Property that is 100% wetland receives 20 points. Points for a property with less than 100% wetland are: 10 x percent in wetland = points.*
   *Example: 5 acres of an 40 acre parcel is wetland: 20 x 12.5/100 (5/40 = 0.125) = 250/100 = 2.5 points*

3. **Aquifer recharge land**  
   - maximum points: 20  
   *Property that is qualified by the MSU RS&GIS model as aquifer recharge land will receive points based on the following formula: 20 x percent aquifer recharge land = points.*
   *Example: 10 acres of a 20 acre parcel is recharge land: 20 x 50/100 (10/20 = 0.5) = 1000/100 = 10 points*

3. **Habitats**
   1. **Forestland**  
      - maximum points: 10  
      *Property that is 100% forest land receives 10 points. Points for a property with less than 100% forest land are: 10 x percent in forest land = points.*
      *Example: 15 acres of a 20 acres parcel is wooded: 10 x 75/100 (15/20 = 0.75) = 750/100 = 7.5 points*

   2. **Others – grassland, shrub land, etc.**  
      - maximum points: 10  
      *Property that is 100% in other types of natural habitat receives 10 points. Points for a property with less than 100% in other types of habitat are: 10 x percent in other types of habitat = points.*
      *Example: 10 acres of a 15 acre parcel is grassland: 10 x 66/100 (10/15 = 0.66) = 660/100 = 6.6 points*

4. **Rare species**  
   - maximum points: 10  
   1. **State and federal threatened and endangered species on the property**  
      *Up to 10 points may be given depending on the Bio-Rarity Score category for the parcels; from the Greening Mid-Michigan Project using Michigan Natural Features Inventory. Bio-rarity Score .01-11.5 = 2.5 points. 11.51-24.0 = 5 point, 24.01-40.5 = 7.5 points, 40.51 and over = 10 points*
      *Example: Parcel has a Bio-Rarity Score of 28 = 7.5 points*

5. **Physically (geologically) significant features**  
   - maximum points: 3  
   *Up to 3 points may be given. Example: property has a terminal marine.*
II. PROPERTY SIZE and LOCATION CRITERIA (Maximum 55 points)

6. Parcel size
   maximum points: 20
   Parcels of 100 acres or greater receive 20 points. Points for a property of less than 100 acres are: $20 \times \frac{\text{acreage of parcel}}{100} = \text{points}$.
   
   Example: Parcel is 40 acres in size: $20 \times \frac{40}{100} = \frac{800}{100} = 8 \text{ points}$

7. Proximity to Designated Population Center in Ingham County (As Defined in "Regional Growth: Choices For Our Future", Summary Report, Tri-County Regional Planning Commission, September 2005. Population Centers for the purposes of this criterion, include areas around Lansing, Mason, and Williamston)
   maximum points: 20

<table>
<thead>
<tr>
<th>Distance to Lansing</th>
<th>max points 20</th>
<th>Distance to Mason, Williamston</th>
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<tbody>
<tr>
<td>Property is up to 1 mile from Lansing Pop</td>
<td>20</td>
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<td>Property is 3-4 miles from Pop Center</td>
<td>5</td>
<td>Property is 3-4 miles from Pop Center</td>
<td>4</td>
</tr>
</tbody>
</table>

Example: Property is located 1.5 miles from Lansing Designated Population Center Total points = 15

Example: Property is located 4 miles from City boundary of Mason Total points = 4

8. Location with respect to other protected property
   maximum points: 10
   Permanently protected land is property with a conservation easement or a deed restriction that permanently prohibits development on the property. Linear distance is from nearest land boundaries.
   Property is adjacent to protected land 10 points
   Property is not adjacent but within 1/2 mile of protected land 8 points
   Property is not adjacent but within 1 mile of protected land 6 points
   Property is not adjacent but within 2 miles of protected land 4 points
   Example: Parcel is between ½ mile and 1 mile of an already protected property = 6 points

9. Road frontage (paved or gravel)
   maximum points: 2
   Road frontage of 1320 feet (1/4 mile) or greater receives 2 points. Points for road frontage of less than 1320 feet are: $2 \times \text{feet of road frontage/1320} = \text{points}$.
   Example: Parcel has 500 feet of road frontage: $2 \times 500 = \frac{1000}{1320} = 0.76 \text{ points}$

10. Block applications
    maximum points: 3
    Properties applying in a block application must be contiguous (they may be separated by a road). Each applicant in the block application will receive the stated points.
    Two or more landowners applying together and submitting 300 or more contiguous acres each receives 3 points. Points for two or more landowners submitting less than 300 acres are: $3 \times \text{number of contiguous acres submitted/300} = \text{points}$.
    Example: Parcel is applying with three other landowners to make a 450 acre block of land: $3 \times 450 = \frac{1350}{300} = 4.5$ therefore the points received are 3, the maximum.
Note: If only one property in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided the remaining landowners still wish to participate in the block application.

MAXIMUM TOTAL TIER I POINTS POSSIBLE – 158

Applicants note: Landowners who accept federal, state or local matching funds to protect their open space land may be selected for the program before landowners who do not accept such funds, regardless of their relative ranking based on the above “Selection Criteria for Protection of Open Space Land”.
Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RANKING OF THE 2019 FARMLAND AND OPEN SPACE PRESERVATION PROGRAMS APPLICATION CYCLE RANKING AND RECOMMENDATION TO PURCHASE PERMANENT CONSERVATION EASEMENT DEEDS ON THE TOP RANKED PROPERTIES

RESOLUTION #20 – 93

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Board Preservation Program), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, on August 5, 2008, the voters of Ingham County approved the levy of 0.14 mills and renewed that millage in 2018 for the purpose of funding the Farmland and Open Space Board; and

WHEREAS, Resolution #10-100 directs the Farmland and Open Space Board to identify agricultural and open space property for inclusion in the program, to rank the applications received according to established criteria approved by the Board of Commissioners, and to select properties for purchase of Conservation Easement Deeds which requires approval by the Board of Commissioners; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase Conservation Easement Deeds on Agricultural and Open Space properties in Ingham County; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all farmland open space applications received for the 2019 cycle and wishes to proceed with negotiations on the top ranked properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the 2019 Farmland and Open Space Application Ranking as attached, and approves the FOSP Board to proceed with negotiations on the top ranked properties.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None   Absent: Koenig   Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None   Absent: Tennis   Approved 03/04/2020

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Commissioner Sebolt moved to approve the resolution. Commissioner Naeyaert supported the motion.

Commissioner Maiville disclosed that the Open Space List’s second ranked property adjoined property that his in-laws owned for which he had input as to its operation. He stated that he was confident in the ranking system being unbiased.

The motion carried unanimously.
<table>
<thead>
<tr>
<th>OBJECTID</th>
<th>Applicant</th>
<th>Riparian</th>
<th>Wetland</th>
<th>Rare Species</th>
<th>Parcel Size</th>
<th>Road Frontage</th>
<th>Forest Land</th>
<th>Open Land</th>
<th>Aquifer Recharge</th>
<th>Proximity to Urban</th>
<th>Proximity to Other Protected Property</th>
<th>Block Application</th>
<th>Applicant Score</th>
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Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON VANDERMEER, ROGERS, LAUNSTEIN AND AREND TRUST

RESOLUTION #20 – 94

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and open space in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Preservation Board), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, the Ingham County Board of Commissioners established promoting environmental protection, smart growth and conservation as overarching and long term priorities; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2018 cycle and of which, said rankings were approved by Resolution #19-013; and

WHEREAS, the Ingham County Purchasing Department negotiated prices to be paid for the Conservation Easement Deeds through a “Bid” process; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to close Permanent Conservation Easement Deeds on all properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves proceeding to close on the Vandermeer, Rogers, Launstein and Arend Trust properties at a price not to exceed the amount listed in the chart below:

<table>
<thead>
<tr>
<th>Landowner Name</th>
<th>Acreage</th>
<th>Easement Value</th>
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<tbody>
<tr>
<td>Vandermeer</td>
<td>105.2</td>
<td>$160,000.00</td>
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<tr>
<td>Rogers</td>
<td>150.6</td>
<td>$245,000.00</td>
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<tr>
<td>Launstein</td>
<td>86.65</td>
<td>$105,000.00</td>
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<tr>
<td>Arend Trust</td>
<td>182.8</td>
<td>$604,000.00</td>
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</table>

(Federal Match $218,400.00; State Match $285,600.00)

BE IT FURTHER RESOLVED, that the County 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.
COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
   Nays: None  Absent: Koenig  Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
   Nays: None  Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH CINNAIRE TITLE SERVICES

RESOLUTION #20 – 95

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

WHEREAS, appraisals, title searches, baseline reports, and surveys are required due diligence to close conservation easements; and

WHEREAS, the Purchasing Department sought proposals from experienced contractors, and after review and evaluation, the Evaluation Team is recommending that a five year contract be issued with Cinnaire Title Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a five-year contract with Cinnaire Title Services for the purpose of conducting professional services on properties approved for purchase through the Ingham County Farmland and Open Space Preservation Program.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
             Nays: None  Absent: Koenig  Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
              Nays: None  Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A TWO YEAR CONTRACT EXTENSION WITH CAPITOL WALK PARKING LLC. FOR THE PARKING SPACES LOCATED AT LENAWEE AND CHESTNUT IN LANSING

RESOLUTION #20 – 96

WHEREAS, Ingham County currently leases 111 parking spaces located at the corner of Lenawee and Chestnut in Lansing; and

WHEREAS, parking spaces are needed for Ingham County employees who work at the Grady Porter Building and Veterans Memorial Courthouse; and

WHEREAS, the Facilities Department would like to exercise a two year contract extension with Capitol Walk Parking LLC, through June of 2022; and

WHEREAS, Capitol Walk Parking LLC, has agreed to hold their current monthly bill rate of $6,660.00; and

WHEREAS, funds are available in the appropriate 861001 parking lot line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a two year contract extension with Capitol Walk Parking LLC., 2152 Commons Parkway, Okemos, Michigan 48864 for the 111 parking spaces located at Lenawee and Chestnut in Lansing.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None Absent: Koenig  Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None  Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
MARCH 10, 2020 REGULAR MEETING

ADOPTED - MARCH 10, 2020
AGENDA ITEM NO. 24

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TRANE US INC TO REPLACE ROOF TOP UNIT #3 AT THE FORREST COMMUNITY HEALTH CENTER

RESOLUTION #20 – 97

WHEREAS, roof top unit #3 at the Forrest Community Health Center is in need of replacement; and

WHEREAS, it is the recommendation of the Facilities Departments to enter into an agreement with Trane US Inc., a registered vendor who submitted the quote of $89,000.00, to replace roof top unit #3; and

WHEREAS, the Facilities Department would like to ask for a $1,000.00 contingency for any uncovered conditions that may arise with this type of project; and

WHEREAS, funds for this project are available within the approved CIP Line Item 245-60199-978000-20F19 which has an available balance of $90,000.00 for a new roof top unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Trane US Inc., 5335 Hill 23 Dr., Flint, Michigan, 48657, for the replacement of roof top unit #3 at the Forrest Community Health Center for an amount not to exceed $90,000.00 which includes a $1,000.00 contingency.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None   Absent: Koenig   Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofe, Schafer, Maiville
Nays: None   Absent: Tennis   Approved 03/04/2020

Adopted as part of the consent agenda.
ADOPTED - MARCH 10, 2020
AGENDA ITEM NO. 25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDING THE CONTRACT WITH SUPERIOR ELECTRIC OF LANSING INC. FOR THE MASON COURTHOUSE UNINTERRUPTED POWER SUPPLY SYSTEM

RESOLUTION #20 – 98

WHEREAS, the Uninterrupted Power Supply system that provides backup power for the life safety systems in the event of an emergency was approved in Resolution 19-333; and

WHEREAS, the Uninterrupted Power Supply System needs an additional step down transformer and platform built to support the new system; and

WHEREAS, it is the recommendation of the Facilities Department to amend the contract with Superior Electric of Lansing Inc. who submitted a change order for $12,614.76 for the step down transformer and platform to support the Uninterrupted Power Supply System at the Mason Courthouse; and

WHEREAS, the Facilities Department is requesting a line item transfer of $10,000.00 from line item number 245-90212-976000-8F02 to line item number 664-23303-976000-9F06; and

WHEREAS, the fund transfer of $10,000.00 plus the approved contingency of $3,550.00 will be used to cover the costs of the change order, leaving $935.24 for a contingency balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the contract with Superior Electric of Lansing Inc., 212 West Sheridan Road, Lansing, Michigan 48906 for the change order for the step down transformer and platform to support the Uninterrupted Power Supply system at the Mason Courthouse in the amount of $12,614.76.

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

COUNTY SERVICES:  Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None  Absent: Koenig  Approved 03/03/2020

FINANCE:  Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None  Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE PURCHASE OF COURTVIEW TRAINING FROM EQUIVANT

RESOLUTION #20 – 99

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

WHEREAS, well trained users and support staff are required to effectively and efficiently utilize said system; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from Equivant in the amount not to exceed $7,200.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology’s Consulting Fund #63695800-802000.

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:  Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays:  None  Absent:  Koenig  Approved 03/03/2020

FINANCE:  Yeas:  Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays:  None  Absent:  Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Resolved by the County Services and Finance Committees of the:

TINGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RETAIN AS-NEEDED
MATERIAL TESTING AND FABRICATION INSPECTION SERVICES

RESOLUTION #20 – 100

WHEREAS, Ingham County Road Department (ICRD) staffing is such that many times during the construction season, we don’t have the staff, the equipment, or the expertise to perform all the project related material testing and/or fabrication inspections required for road and/or bridge projects; and

WHEREAS, the Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced material testing and fabrication inspection firms to provide services on an as-needed basis and received four (4) proposals; and

WHEREAS, the Road Department staff reviewed the proposals for adherence to county purchasing requirements, proposed unit prices, experience, expertise, and overall value to the county; and

WHEREAS, when retaining as-needed testing services, ICRD staff would strive to retain the lowest cost consultant whenever possible; and

WHEREAS, the Road Department recommends that the Board of Commissioners retain the following respondents to provide the requested as-needed material testing and fabrication inspection services:

- Soil and Materials Engineers, Inc., 2663 Eaton Rapids Road, Lansing, Michigan
- Professional Service Industries, Inc., 3120 Sovereign Drive, Suite C, Lansing, Michigan
- TUV Rheinland Industrial Solutions, 8181 Broadmoor SE, Caledonia, Michigan

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes retaining Soil and Materials Engineers, Inc., 2663 Eaton Rapids Road, Lansing, Michigan; Professional Service Industries, Inc., 3120 Sovereign Drive, Suite C, Lansing, Michigan; and TUV Rheinland Industrial Solutions, 8181 Broadmoor SE, Caledonia, Michigan to provide the needed material testing and fabrication inspection services.

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: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None Alert: Koenig Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None Alert: Tennis Approved 03/04/2020
Adopted as part of the consent agenda.
Introducing the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE INGHAM COUNTY ROAD DEPARTMENT IN RELATION TO STATE FUNDED BRIDGE PROJECTS LOCATED AT HOWELL ROAD BRIDGE OVER DOAN CREEK OLDS ROAD BRIDGE OVER PERRY CREEK OLDS ROAD BRIDGE OVER HUNTOON LAKE EXTENSION DRAIN

MDOT CONTRACT NO. 19-5599

RESOLUTION #20 – 101

WHEREAS, the Road Department received Local Bridge Program funding to perform bridge rehabilitation work on the Howell Road Bridge over Doan Creek and bridge replacements for the Olds Road Bridge over Perry Creek and the Olds Road Bridge over Huntoon Lake Extension Drain; and

WHEREAS, the PROJECT was 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, entered into a second party agreement (MDOT Contract #19-5019) with the State of Michigan/MDOT on March 14, 2019, consistent with the requirement for state funding requirements; and

WHEREAS, the Board of Commissioners adopted Resolution #19-059 on February 26, 2019 authorizing the execution of MDOT Contract #19-5019; and

WHEREAS, the MDOT discovered an error in the executed MDOT Contract #19-5019 related to the funding distribution for the Olds Road Bridges and has requested a new contract be executed (MDOT Contract #19-5599) to amend the funding distribution; and

WHEREAS, the amended MDOT Contract #19-5599 states the funding will be applied to eligible construction costs at a participation ratio of 95% up to an amount equal to $478,800, with any remaining costs exceeding the $478,800 being the responsibility of the Road Department; and

WHEREAS, per Exhibit 1 of the associated MDOT contracts, the estimated costs for the projects are as follows:

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<th></th>
<th>Contract 19-5019</th>
<th>Contract 19-5599</th>
<th>Difference</th>
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<td>State Local Bridge Funding:</td>
<td>$936,200</td>
<td>$797,800</td>
<td>($138,400)</td>
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<td>Road Department Match:</td>
<td>$69,100</td>
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<td>Total Estimated Cost:</td>
<td>$1,005,300</td>
<td>$1,005,300</td>
<td>$-</td>
</tr>
</tbody>
</table>
WHEREAS, the Road Department match is included in the 2020 Road Department budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an amended contract (MDOT Contract #19-5599) with the State of Michigan/MDOT to correct an error in the funding distribution described in the executed MDOT Contract #19-5019 for the Howell Road Bridge over Doan Creek, Olds Road Bridge over Perry Creek and the Olds Road Bridge over Huntoon Lake Extension Drain with a total estimated cost of $1,005,300 consisting of a revised $797,800 in state Local Bridge Program funding and a revised $207,500 in Road Department funds.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert  
Nays: None  Absent: Koenig  Approved 03/03/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville  
Nays: None  Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING THE BUDGET CALENDAR FOR 2021

RESOLUTION #20 – 102

WHEREAS, Public Act 621 of 1978 provides that the Board of Commissioners establishes an appropriate time schedule for preparing the budget; and

WHEREAS, this Act requires that each elected official, department head, administrative office or employer of a budgetary center shall comply with the time schedule and requests for information from the Controller.

THEREFORE BE IT RESOLVED, that the attached budget calendar for the 2021 budget process be adopted.

BE IT FURTHER RESOLVED, that the County Clerk shall be directed to provide written notification of the attached budget calendar to all elected officials and department heads.

FINANCE:  Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
        Nays: None   Absent: Tennis   Approved 03/04/2020

Adopted as part of the consent agenda.
2021 BUDGET CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4</td>
<td>Finance Committee recommends 2021 budget calendar.</td>
</tr>
<tr>
<td>March 10</td>
<td>Board of Commissioners approves 2021 budget calendar.</td>
</tr>
<tr>
<td>April 16 - 22</td>
<td>Liaison and Finance Committees review Ingham County Strategic Plan for 2017 through 2022</td>
</tr>
<tr>
<td>April 16 - 22</td>
<td>Committees review fees for various county services to make recommendations for any appropriate increases to be effective January 1, 2021.</td>
</tr>
<tr>
<td>April 28</td>
<td>Board of Commissioners adopts amendments to the Ingham County Strategic Plan for 2017 through 2022.</td>
</tr>
<tr>
<td>April 30 – May 6</td>
<td>Committees may make recommendations for increases to fees for various county services to be effective January 1, 2021.</td>
</tr>
<tr>
<td>May 12</td>
<td>Board of Commissioners considers updates to fees for various county services to be effective January 1, 2021.</td>
</tr>
<tr>
<td>May 22</td>
<td>Department heads, elected officials and agencies, submit operating and capital budgets.</td>
</tr>
<tr>
<td>June 8 - 26</td>
<td>Controller holds budget meetings with departments.</td>
</tr>
<tr>
<td>July 31 (tentative)</td>
<td>Community agencies submit applications for 2021 funding.</td>
</tr>
<tr>
<td>August 17</td>
<td>Controller’s Recommended Budget distributed to the Board of Commissioners.</td>
</tr>
<tr>
<td>August 24 – 27</td>
<td>Liaison Committees hold hearings on operating and capital budget recommendations.</td>
</tr>
<tr>
<td>September 9</td>
<td>Finance Committee holds hearing and makes operating and capital improvement budget recommendations.</td>
</tr>
<tr>
<td>October 27</td>
<td>Board holds public hearing on the General Fund Budget. Board adopts operating and capital budgets and millages.</td>
</tr>
</tbody>
</table>
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH BROCK & ASSOCIATES INC.
FOR A NEW DOCK AT LAKE LANSING SOUTH PARK

RESOLUTION #20 – 103

WHEREAS, Board of Commissioners Resolution #19-287 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant Project Agreement for the grant application titled Lake Lansing South Park Improvements #TF18-0104 in the amount of $300,000, plus a local match of $156,600; and

WHEREAS, in addition to this amount, $15,000 is available in line item 228-75999-974000-9P10 for the topographic survey as previously authorized in the 2019 Capital Improvement Funds list, for a total project amount of $471,600; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvements to Lake Lansing South Park; and

WHEREAS, the general scope of work includes, but is not limited to, construction of boardwalk and helical piers, concrete sidewalk, abutment and restoration; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Brock & Associates Inc. in the amount of $450,400 plus a contingency of $22,520 (5%) for a total construction cost not to exceed $472,920.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with the low bidder Brock & Associates Inc. in the amount of $450,400 plus a contingency of $22,520 (5%) for a total construction cost not to exceed $472,920 to enter into a contract for the purpose of making accessible improvements to Lake Lansing South Park.

BE IT FURTHER RESOLVED, that the term of the contract shall be from the date of execution until June 1, 2020.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to carry over/transfer the remaining 2019 funds in line item 228-75999-974000-9P10 to 2020.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional $36,905 from the Trails and Parks Millage fund balance for the project and the Controller is authorized to transfer $36,905 from the Trails and Parks Millage fund balance into line item 228-75999-974000-9P10.
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:** **Yea:** Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert  
**Nays:** None **Absent:** Koenig  
**Approved 03/02/2020**

**FINANCE:** **Yea:** Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis  
**Approved 03/04/2020**

Adopted as part of the consent agenda.
ADOPTED - MARCH 10, 2020
AGENDA ITEM NO. 31

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #2 TO THE 2019-2020 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

RESOLUTION #20 – 104

WHEREAS, the Ingham County Health Department (ICHD) wishes to amend the FY2019-2020 Comprehensive Agreement by increasing the agreement from $6,220,004 to $6,353,675, for an increase of $133,671, effective October 1, 2019 through September 30, 2020; and

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

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

WHEREAS, MDHHS and ICHD have entered into a 2019-2020 comprehensive agreement authorized by Resolution #19-309 and Amendment #1 in Resolution #19-471; and

WHEREAS, MDHHS has proposed Amendment #2 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 authorize Amendment #2 to the 2019-2020 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the Comprehensive Agreement funding shall increase from $6,220,004 to $6,353,675 for a total increase of $133,671.

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

- Family Planning Services: increase of $150,000 from $289,223 to $439,223
- Public Health Emergency Preparedness (PHEP): increase of $578 from $115,362 to $115,940
- Tuberculosis Control (TB): decrease of $4,307 from $12,504 to $8,197
- Breast & Cervical Cancer Control Coordination (BCCCP): decrease of $12,600 from $126,225 to $113,625.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments consistent with this resolution.
BE IT FURTHER RESOLVED, that the Health Officer, or her designee, is authorized to submit Amendment #2 of the 2019-2020 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert  
    Nays:  None  Absent:  Koenig  Approved 03/02/2020

FINANCE:  Yeas:  Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville  
    Nays:  None  Absent:  Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH VERITY STREAM, INC. TO PROVIDE VERIFICATION OF PROFESSIONAL CREDENTIALS OF PHYSICIANS AND ALLIED HEALTH PROFESSIONALS

RESOLUTION #20 – 105

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with VerityStream, Inc. in an amount not to exceed $91,500 effective January 10, 2020 through January 9, 2025; and

WHEREAS, ICHD is a Health Center Program Grantee of the Health Resources and Service Administration’s (HRSA) Bureau of Primary Health Care (BPHC); and

WHEREAS, ICHD is required to follow the requirements of the HRSA BPHC Compliance Manual; and

WHEREAS, HRSA BPHC Compliance Manual states that a Health Center must verify that its licensed or certified health care practitioners possess the requisite skills and expertise to manage and treat patients and to perform the medical procedures that are required to provide these authorized services; and

WHEREAS, this software communicates seamlessly with ICHD’s existing HealthStream Learning Management System for employees and is the only credentialing option offered by HealthStream; and

WHEREAS, VerityStream, Inc. can provide these services and has proposed a five-year agreement; and

WHEREAS, the costs of these services will not exceed $91,500 for the five-year agreement which consist of annual cost not to exceed $16,000 and a one-time implementation cost of $11,500; and

WHEREAS, the costs for these services will be funded from current operations; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a contract between VerityStream, Inc. for providing verification of professional credentials of physicians and allied health professionals in an amount not to exceed $91,500 effective January 10, 2020 through January 9, 2025.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a contract between Ingham County and VerityStream, Inc for providing verification of professional credentials of physicians and allied health professionals in an amount not to exceed $91,500 effective January 10, 2020 through January 9, 2025.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
MARCH 10, 2020 REGULAR MEETING

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert
    Nays: None   Absent: Koenig   Approved 03/02/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
    Nays: None   Absent: Tennis   Approved 03/04/2020

Adopted as part of the consent agenda.
Introducing by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT AMENDMENT WITH SAFETY SYSTEMS, INC. FOR UPGRADES TO INTRUSION AND FIRE MONITORING ALARM SYSTEM AT THE 55TH DISTRICT COURT

RESOLUTION #20 – 106

WHEREAS, the intrusion and fire monitoring system currently only communicates through the County’s network; and

WHEREAS, in the event the County’s network is down the wireless back-up would provide continuous monitoring of the building; and

WHEREAS, it is the recommendation of the Facilities Department to amend the current contract with Safety Systems, Inc. for $1,634.00 for the new equipment and $948.00 per year for the intrusion and fire monitoring services at the 55th District Court; and

WHEREAS, funds for this project and monitoring are available through the 101-23303-931100 maintenance contractual line item number.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Safety Systems, Inc., 2075 Glenn St., Lansing, Michigan 48906, for the installation of new equipment for an amount not to exceed $1,634.00 and monitoring services for $948.00 per year.

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

LAW & COURTS: Yea: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None Absent: Polsdofer Approved 02/27/2020

COUNTY SERVICES: Yea: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None Absent: Koenig Approved 03/03/2020

FINANCE: Yea: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None Absent: Tennis Approved 03/04/2020

Adopted as part of the consent agenda.
Whereas, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

Whereas, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

Whereas, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2019.

Therefore be it resolved, that the following question be submitted to a vote of the electorate of Ingham County at the election to be held on August 4, 2020.

Emergency Telephone Service (911 Service) Millage Renewal Question

For the purpose of renewing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, 2004, 2008, 2012 and in 2016, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 0.8500 mills, $0.85 per $1,000 of taxable value, be continued and renewed for a period of ten (10) years (2020-2029) inclusive? If approved and levied in full, this millage will raise an estimated $6,530,454 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.

Yes [ ] No [ ]

Be it further resolved, that this question is hereby certified to the County Clerk.

Be it further resolved, that the County Clerk is hereby directed to cause the proposed to be stated on the August 4, 2020 ballot and to be prepared and distributed in the manner required by law.

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None Absent: Polsdofer Approved 02/27/2020
FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville  
Nays: None  Absent: Tennis  Approved 03/04/2020

Commissioner Slaughter moved to approve the resolution. Commissioner Koenig supported the motion.

Commissioner Maiville stated that this would be the one millage that if it were to fail, we would have to find another way to fund the 911 Center. He further stated that the Board of Commissioners should work to find a different way to fund the 911 Center rather than a millage.

The motion carried unanimously by roll call vote.
INTRODUCED BY THE LAW & COURTS AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE FIBER INSTALL FROM WESTERN TEL-COM

RESOLUTION #20 – 108

WHEREAS, Ingham County 9-1-1 Center is creating a backup site which will need to have a dedicated connection to the County network; and

WHEREAS, it is projected that the dedicated fiber would pay for itself within 5 years with only minimal support and pole rental costs continuing; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of fiber installation from Western Tel-com in the amount not to exceed $44,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the 9-1-1 Emergency Telephone fund balance.

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.

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer
      Nays: None              Absent: Polsdofer  Approved 02/27/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
      Nays: None              Absent: Tennis  Approved 03/04/2020

Adopted as part of the consent agenda.
MARCH 10, 2020 REGULAR MEETING
ADOPTED - MARCH 10, 2020
AGENDA ITEM NO. 36

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH CAPITAL AREA UNITED WAY TO ACT AS A FIDUCIARY FOR 2020 CENSUS FUNDING

RESOLUTION #20 – 109

WHEREAS, preparations for the 2020 Census are underway; and
WHEREAS, certain areas in Michigan have been identified as having significant hard-to-count populations; and
WHEREAS, Ingham County has been identified as one of those areas; and
WHEREAS, funding has been made available through the Be Counted 2020 Census Campaign and Census 2020 Rapid Response Grants; and
WHEREAS, the Capital Area United Way has been identified as the agency best positioned to utilize these grant funds to assist in reaching these important populations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the acceptance of grant funds not to exceed $100,000 from the National League of Cities Census Campaign and Census 2020 Rapid Response Grants, with no matching funds.

BE IT FURTHER RESOLVED, that a contract is hereby authorized between Ingham County, as the fiduciary, and the Capital Area United Way in an amount not to exceed $100,000 (including a 10% administration fee) to provide resources such as digital media, print materials, neighborhood outreach events, tablets for canvassers and translators.

BE IT FURTHER RESOLVED, the contract is effective the date of execution through July 31, 2020.

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

Adopted as part of the consent agenda.
SPECIAL ORDERS OF THE DAY

Commissioner Slaughter moved to appoint the following individuals to the Women’s Commission:

   Courtney Louis
   Kristin Keiswetter-Clark
   Rhiannon Klein

Commissioner Maiville supported the motion.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

None.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Tennis moved to pay the claims in the amount of $13,295,599.45. Commissioner Schafer supported the motion.

The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.
MARCH 24, 2020
AGENDA ITEM NO. 1

TO: County Services Committee

FROM: Russel Church, Chief Public Defender

DATE: March 3, 2020

SUBJECT: Request for approval of pay above Step 2 for Managerial-Confidential employee

BACKGROUND:
On March 2, 2020, I received official notification that one of the staff attorneys was resigning to take another position. This attorney was actually hired as a mid-level attorney. In late December, we had done a round of interviewing to replace an entry level attorney. I had concluded before posting that position that I am very comfortable with the level of experience currently in the office. For that reason, my plan was to post the next several vacancies as entry level. We interviewed about 7 people and there were two very strong candidates. We have made an offer to one and she starts in a week. When we realized this current vacancy was going to occur, we contacted Human Resources who indicated we could discuss hiring with the person who was the unanimous second choice of the interview panel.

I have discussed the position with this person. He has been licensed for approximately ten years. He has been in private practice doing court appointed cases in the past. He is currently employed as the law clerk for Judge Rosemarie Aquilina. He has been her law clerk on two different occasions for a total of about 5 and ½ years. Because the position was advertised as an entry-level position, anything at or below step 3 would cause him to take a pay cut. Based on his years of experience, and because he is intimately familiar with the 30th Circuit Court, I am asking to start him at Step 5 of the entry level pay scale. The person he is replacing is budgeted to have received a pay raise in April which would have resulted in a salary of $73,191. Step 5 on the MCF 9 pay scale is less than that, so the salary is fully covered in this year’s budget.

Section B.6 of the Managerial and Confidential Employee Personnel Manual allows that a new Manager or Confidential Employee may be started above Step 2 of the appropriate grade at the discretion of the County Services Committee.

ALTERNATIVES:
I know that the number 3 candidate of the interview panel has accepted employment elsewhere. The interview panel did not recommend hiring any of the interviewees below that person. If we are unable to agree on the compensation package with the candidate, this position would have to be posted and there would be a larger delay in filling the position as I am not prepared at this point to offer the position to a less well qualified candidate. We will be losing another attorney next week as she has accepted a position as the Magistrate of the 55th District Court. For the reason outlined here, that position is being posted, also as an entry level job. A delay in hiring two attorneys would create problems in our delivering quality services in the short term.

FINANCIAL IMPACT:
The entry level Assistant Public Defenders are classified as MC 9 with the following pay scale for 2020:

<table>
<thead>
<tr>
<th>GRADE</th>
<th>STEP 1</th>
<th>STEP 2</th>
<th>STEP 3</th>
<th>STEP 4</th>
<th>STEP 5</th>
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<tbody>
<tr>
<td>MC 09</td>
<td>59,208.80</td>
<td>61,971.29</td>
<td>64,866.42</td>
<td>67,895.61</td>
<td>71,065.43</td>
</tr>
</tbody>
</table>
**STRATEGIC PLANNING IMPACT:**
This proposal supports the Strategic Plan Human Resources and staffing goal to attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

**RECOMMENDATION:**
Based on the knowledge, skills and expertise of the chosen candidate, I respectfully recommend that the County Services Committee allow the selected Entry Level Assistant Public Defender to begin at Grade 09, Step 5 of the Managerial and Confidential Employee salary schedule.
AGENDA ITEM NO. 2

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING THE BOARD RULES TO DELEGATE ADDITIONAL AUTHORITY TO THE CHAIRPERSON OF THE BOARD OF COMMISSIONERS TO APPROVE EMERGENCY RESOLUTIONS PURSUANT TO THE PROVISIONS OF MCL 30.401 et seq or MCL 10.31 et seq

RESOLUTION #20 –

WHEREAS, the Board of Commissioners is governed by State Statute and its procedures as outlined in the Board Rules; and

WHEREAS, the Board of Commissioners speaks through its resolutions which require approval of a majority vote of the Board of Commissioners; and

WHEREAS, there may be times in which the Board of Commissioners is unable to conduct normal business as the result of the declaration of a state of disaster or state of emergency by the Governor; and

WHEREAS, it may be necessary for the Chairperson of the Board of Commissioners to authorize emergency resolutions requiring approval of the Board of Commissioners in order to continue essential County operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends the Ingham County Board Rules by adding the following language under Section II. CHAIRPERSON, subsection B. Duties.

Pursuant to the provisions of MCL 30.401 et seq or MCL 10.31 et seq if a state of disaster or state of emergency has been declared by the governor, then, during such time of emergency, the Board of Commissioners delegates additional authority to the Board Chair to approve emergency resolutions, subject to subsequent ratification by the Board of Commissioners at a later date. Copies of resolutions approved in this manner will be emailed to all Commissioners.

BE IT FURTHER RESOLVED, that the amendment is effective immediately upon the adoption of this resolution by the Board of Commissioners.
MARCH 24, 2020
AGENDA ITEM NO. 3

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTINGENCY APPROPRIATION TO ADDRESS IMMEDIATE NEEDS RELATED TO MICHIGAN AND FEDERAL STATE OF EMERGENCY DECLARATIONS

RESOLUTION #20 –

WHEREAS, on March 10, 2020, Governor Gretchen Whitmer declared a State of Emergency to Slow the Spread of COVID-19; and

1. WHEREAS, on March 13, 2020, the Federal Government declared a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

WHEREAS, the Ingham County Board of Commissioners wishes for county departments, offices and courts to be prepared to address any needs associated with this emergency in the most timely manner possible; and

WHEREAS, the Board wishes to provide financial resources to do so; and

WHEREAS, it is anticipated that federal and/or state funds will reimburse many, but not all, of the costs associated with this public health emergency; and

WHEREAS, all departments, offices and courts are being advised to track such expenses for possible future reimbursement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Controller/Administrator to transfer up to $50,000 from the 2020 Ingham County Contingency account to offset costs associated with this State and National Emergency that may not be reimbursed at a later date.

BE IT FURTHER RESOLVED, that departments, offices and courts are directed to track all costs related to this emergency, and that specific accounts will be created for such tracking.
WHEREAS, the recent outbreak of the COVID-19 virus pandemic emphasizes the need for policies and procedures in response to public health advisories; and

WHEREAS, in light of this need, a policy is warranted to govern paid leave for Ingham County employees unable to work due to illness, caregiving responsibilities and/or voluntary or mandatory self-quarantine requirements issued by state, local or federal health officials related to a health advisory; and

WHEREAS, adoption of a Health Advisory Leave Policy is supported by County Labor Representatives to address this need.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Health Advisory Leave Policy, retroactive to March 10, 2020, the date of commencement of the current state of emergency declaration made by Michigan Governor Gretchen Whitmer in response to the COVID-19 outbreak.

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

The purpose of this policy is to provide the framework for action and response during a Health Advisory period and is applicable to all County employees. In the event of a suspension of County operations, this policy is superseded by any conflicting provisions contained in General Administrative Management and Operations Policy No. 221, Suspension of County Operations.

B. Authority and Responsibility

In the event of an outbreak or potential outbreak of disease determined and declared by Ingham County, in consultation with the Ingham County Health Department, to be a severe communicable disease, the Ingham County Board of Commissioners authorizes the County Controller/Administrator, Judges and Elected Officials, or their designees, to appropriately monitor and coordinate actions and implement measures to safeguard the welfare of its employees and residents while maintaining operations in an effective and efficient manner.

The Controller/Administrator is responsible for periodically reviewing this policy and submitting recommended changes to the County Services Committee for approval. Recommended changes may include, but are not limited to, alteration in the maximum number of paid Health Advisory Leave hours authorized for use by employees, expansion of the definition of family member, etc.

C. Procedure

Before declaring a Health Advisory, the County Controller/Administrator will consult with the Board Chairperson, Health Officer, Information Technology Director, Human Resources Director, and any other pertinent County Government leaders.

If a Health Advisory has been issued by the County Controller/Administrator (or their designee) the following procedure applies.

**EMPLOYEES REQUIRED TO REPORT TO WORK:** During a Health Advisory, employees will be required to work as directed.

An Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees who are directed to report to work. This may include circumstances where the employee has been infected with a severe communicable disease, is reasonably likely to spread a severe
communicable disease to coworkers or residents through the performance of the employee's regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others. Supporting documentation from a health care provider is not required for authorization.

**EMPLOYEES REQUIRED TO BE AVAILABLE TO WORK:** Employees required to be available to work must continue to be available for work as directed and will be provided further guidance by their Elected Official/Department Head (or designee).

An Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees required to be available to work. This may include circumstances where the employee has been infected with a severe communicable disease, is reasonably likely to spread a severe communicable disease to coworkers or residents through the performance of the employee's regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others. Supporting documentation from a health care provider is not required for authorization.

**ALL OTHER EMPLOYEES:** Depending on the nature and severity of the situation, an Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees who are not required to report to work and who are not required to be available to work. These employees:

1. May not be required to report to work or may be directed to stay away from their work sites.
2. May be instructed not to report until contacted by their Elected Official/Department Head (or designee) with further directions.
3. May be instructed not to report to work if they are reasonably believed to have been exposed to, or infected with, the severe communicable disease.
4. May be instructed not to report to work if the employee is showing symptoms of the severe communicable disease (for example, coughing, sneezing, fever, diarrhea, nausea, etc.) until they are free of fever (100.4 degrees or greater) and/or free of any other symptoms (coughing, sneezing, etc.) for at least 24 hours prior to the start of their shift, without the use of fever-reducing or other symptom altering medicines (cough suppressants). “Symptoms of the severe communicable disease” are defined as those identified by qualified medical professionals and/or health officials. Supporting documentation from a health care provider is not required.

**HEALTH ADVISORY LEAVE:** If the Elected Official/Department Head (or designee) authorizes the employee to take Health Advisory Leave, the employee:

1. May use up to 120 hours of paid Health Advisory Leave per year to care for themselves or their family member during a Health Advisory period. This paid leave is separate and distinct from any other category of paid leave, including but not limited to paid sick leave. “Care for a family member” includes care required due to closure of schools, day care facilities, nursing homes or assisted living facilities.
2. May not use Health Advisory Leave for previously scheduled unrelated medical appointments/procedures, vacation or other leaves of absence unrelated to the Health Advisory.
3. Paid Health Advisory Leave hours are available for use to provide paid leave for hours an employee is regularly scheduled to work.

4. Must follow established call-in/reporting procedures to notify supervision of their absence in the event Health Advisory leave is taken.

Extension: If an employee has been infected with a severe communicable disease, is reasonably likely to spread a severe communicable disease to coworkers or customers through the performance of the employee's regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others, the employee may request an extension of Health Advisory. After consulting the Controller/Administrator, and appropriate Elected Official or Department Head, the Human Resources Director will determine whether additional hours of Health Advisory Leave will be granted, taking into consideration the recommendation of the employee’s health care provider.

FAMILY MEMBER: The definition of a family member in this policy is:

- Biological, adopted or foster child, stepchild or legal ward, or child to whom the employee stands in loco parentis.
- Employee or their spouse's biological parent, foster parent, stepparent, adoptive parent, or legal guardian.
- An individual who stood in loco parentis to the employee when they were a minor child.
- Spouse, significant other with whom the employee resides or other cohabitant.
- Grandparent or grandchild.
- Biological, foster, or adopted sibling.

RETURN FROM HEALTH ADVISORY LEAVE: Employees may report to work if the employee is not showing any symptoms of the severe communicable disease (for example, coughing, sneezing, fever, diarrhea, nausea, etc.), they are free of fever (100.4 degrees or greater) and/or free of any other symptoms (coughing, sneezing) for at least 24 hours prior to the start of their shift, without the use of fever-reducing or other symptom altering medicines (cough suppressants). Supporting documentation from a health care provider is not required.

UNSCHEDULED ABSENCE: Absences using Health Advisory Leave will not be counted as an unscheduled or unexcused absence unless an employee does not follow established call-in/reporting procedures to notify supervision of their absence except under exigent circumstances.

PRECAUTIONARY MEASURES: During a Health Advisory period, employees should undertake all recommended measures to address the nature of the disease. This may include:

- Washing hands frequently with soap and water.
- Avoid touching your nose, mouth and eyes.
- Frequently clean all work surfaces, telephones, and computer equipment.
- Limit guests in “employee only” areas.
- Refrain from using another employee’s phone, desk, office, or other work tools and equipment.
- Avoid contact with others (i.e., handshakes). Wash hands after contact with others.
- Reduce face-to-face contact (e.g., conduct conference calls rather than traditional meetings).
**TELEWORK**: If authorized by the Elected Official/Department Head (or designee), employees in essential or critical positions may be permitted to engage in telework during a Health Advisory period. Telework is work performed away from the employee’s customary work location.

**BUSINESS AND PERSONAL TRAVEL**: Non-essential business travel is suspended during a Health Advisory period. Employees are strongly encouraged to discontinue non-essential personal travel during a Health Advisory period. Traveling employees may be subject to voluntary or mandatory (as determined by their supervisor) self-quarantine upon return from travel in accordance with state, local or federal recommendations. Health Advisory leave may be used during a period of voluntary or mandatory self-quarantine.

**FLMA LEAVE OF ABSENCE**: During a Health Advisory period, employees may, but will not be required to submit documentation from a health care provider required during non-Health Advisory periods to support any need for leave due to a qualifying circumstance under the Family and Medical Leave Act (FMLA). The Human Resources Department will continue to issue Notice of FLMA Rights to employees where notice of a potential need for FMLA leave is identified and communicated to Human Resources personnel.

**RESOURCES**:

- Ingham County Health Department – [hd.ingham.org](http://hd.ingham.org)
- Michigan Department of Health and Human Services – [michigan.gov/dhhs](http://michigan.gov/dhhs)
- Centers for Disease Control – [cdc.gov](http://cdc.gov)
- EmployeeConnect Employee Assistance Program – [Lincoln4Benefits.com](http://Lincoln4Benefits.com) or 888-628-4824.
WHEREAS, Daneen Jones began her career with Ingham County in August 1997 as a Clerk Stenographer III with the Human Resources Department; and

WHEREAS, several years later Daneen Jones was promoted to Administrative Secretary in 1999 and then to her current position as Human Resources Assistant in 2016, all within the Human Resources Department; and

WHEREAS, during Daneen Jones’ long and distinguished career serving all the County departments and the citizens of Ingham County, Daneen has been responsible for numerous day-to-day administrative functions and successful completion of tasks critical to the operation of the Human Resources Department; and

WHEREAS, Daneen’s excellent work and outstanding customer service orientation has been recognized by many of her peers, department heads, union representatives and elected officials; and

WHEREAS, Daneen’s commitment to service includes being a founding member of the Ingham County Cultural Diversity Committee in 1999, leading the Ingham County Cultural Diversity Choir in various programs including Veterans’ Day honoring programs from 2009 through 2015 and directing the music for Lansing’s Love Wins gathering in September 2011, participating with the Cultural Diversity Ensemble in the Veterans’ History Project initiative in November 2014 and many other civic contributions; and

WHEREAS, Daneen is retiring from her position as Human Resources Assistant on March 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Daneen Jones for 22 years of dedicated service to the County of Ingham and its citizens and extends its sincere appreciation to Daneen for her commitment and the many contributions she has made, as she has truly made a difference in the lives and employment experience of so many.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Daneen on her retirement and hopes for continued success in all of her future endeavors.
MARCH 24, 2020
AGENDA ITEM NO. 6

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AND CERTIFY
THE INGHAM COUNTY 2019 PUBLIC ROAD MILEAGE REPORT

RESOLUTION #20 –

WHEREAS, Public Act 51 of 1951, as amended, requires that each county submit an annual report to the State Transportation Commission that illustrates its public road mileage at the end of each year; and

WHEREAS, the Ingham County road mileage can fluctuate from year to year through the addition or subtraction of roads through development, jurisdiction transfers, road abandonments or discovered errors; and

WHEREAS, Ingham County realized a net increase of 0.00 miles of public road centerline mileage in 2019, maintaining a road centerline mileage of 1,254.73 miles; and

WHEREAS, the reported road mileage is used to apportion Michigan Transportation Fund (MTF) revenue to each public road agency (MDOT, county road commissions, cities, and villages) within the state; and

WHEREAS, the provisions of Public Act 51 of 1951 require that the report “must be signed and dated by the Chairman of the Board of County Road Commissioners”.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves and authorizes the Board Chairperson to sign three copies of the 2019 Public Road Mileage Report document that is consistent with this resolution.
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 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 March 3, 2020 as submitted.
**LIST OF CURRENT PERMITS ISSUED**

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MANAGING DIRECTOR: ____________________________
WHEREAS, Resolution #19-082 approved closing permanent conservation easement deeds on the Moore Property at a price not to exceed $173,000.00; and

WHEREAS, ACEP appraisal guidelines require an appraisal be no more than 12 months old at the time of closing; and

WHEREAS, the FOSP Board updated the appraisal; and

WHEREAS, the easement value increased from $173,000 to $317,000.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve proceeding to close on the Moore property at a price not to exceed $317,000.00.

BE IT FURTHER RESOLVED, that the County 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 and the FOSP Board Director is authorized to sign all nonessential documents.

BE IT FURTHER RESOLVED, that all others in Resolution #19-082 remain unchanged.
WHEREAS, Ingham County needs to step up the quality of the cybersecurity training provided to staff in order to foster a culture of security; and

WHEREAS, ongoing security training is important to ensure our entrusted data is safe and our systems secure; and

WHEREAS, a subscription for a year of training available to Ingham County staff has been quoted at $8,400.00 for a package that has been well received by our County staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of training from Wizer in the amount not to exceed $9,000.00.

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.
MARCH 24, 2020
AGENDA ITEM NO. 10

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ISSUING A PURCHASE ORDER TO HAWORTH VIA DBI FOR THE BOARD OF COMMISSIONERS ROOM CHAIRS AT THE HISTORICAL MASON COURTHOUSE

RESOLUTION #20 –

WHEREAS, the chairs in the Board of Commissioners Room at the Historical Mason Courthouse are very old and are in need of repair or replacement; and

WHEREAS, Haworth via DBI submitted a quote of $20,214 as a part of the MiDeals contract; and

WHEREAS, it is the recommendation of the Facilities Department to replace the chairs in the Board of Commissioners Room at the Mason Historical Courthouse; and

WHEREAS, the Facilities Department is requesting a line item transfer for $20,213.48 from line item # 245-90212-976000-8F02 to line item # 101-23303-726010; and

WHEREAS, the fund transfer of $20,214 will be used to cover the cost of the chairs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes issuing a purchase order to Haworth via DBI 912 East Michigan Ave, Lansing, Michigan 48912 for the chairs in the Board of Commissioners Room at the Historical Mason Courthouse for a cost not to exceed $20,213.48.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
WHEREAS, Ingham County currently has a contract with Granger Container Inc. for waste removal and recycling services; and

WHEREAS, the current contract will expire April 30, 2020; and

WHEREAS, Granger Container Inc. has agreed to hold their current pricing for one year; and

WHEREAS, funds for this project are available in the appropriate 921030 trash removal line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year contract extension with Granger Container Inc., 3515 Wood Rd., Lansing, Michigan 48906, for continued waste removal and recycling services, at various locations, until April 30, 2021.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
MARCH 24, 2020
AGENDA ITEM NO. 12

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH TEACHOUT SECURITY FOR UNIFORMED UNARMED SECURITY GUARD SERVICES AT SEVERAL COUNTY FACILITIES

RESOLUTION #20 –

WHEREAS, Ingham County currently has a contract with Teachout Security for uniformed unarmed guard services; and

WHEREAS, the current contract will expire on July 31, 2020; and

WHEREAS, a two year renewal option was included in the contract and the Facilities Department would like to exercise a one year renewal; and

WHEREAS, Teachout Security has agreed to hold their current hourly billing rate plus the living wage increase as stipulated in the current agreement; and

WHEREAS, funds are available in the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year contract renewal with Teachout Security, regional office located at 6920 South Cedar Street Suite 11, Lansing, Michigan, 48911, and corporate offices at 2348 Stone Bridge Drive Flint, Michigan 48532 for the uniformed unarmed security guard services at several county facilities through July 31, 2021.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
WHEREAS, the Ingham County Road Department received federal funding to reconstruct Waverly Road from Old Lansing Road to St. Joseph Street; and

WHEREAS, as part of the same project, the Road Department intends to also construct a non-motorized shared use path on Waverly Road using a combination of federal funds, Ingham County Trails and Parks millage, and local funds from the Road Department, Lansing Charter Township and Delta Charter Township; and

WHEREAS, the Waverly Road reconstruction project and the non-motorized shared use path project will be packaged together with the Michigan Department of Transportation (MDOT) project on I-496 from I-96 to Clare Street due to proximity, schedule, and economy of scale benefits; and

WHEREAS, the project will be undertaken pursuant to a contract between 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 MDOT consistent with the requirement for state and federal funding requirements; and

WHEREAS, subsequent third party agreements will be forthcoming to define and secure the Lansing Charter Township and Delta Charter Township matching funds; and

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

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<th>Program</th>
<th>Amount</th>
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<td>HSIP Local Match</td>
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<td>$3,932,100</td>
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THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract 19-5635 with MDOT to effect construction of the Waverly Road Project from Old Lansing Road to St. Joseph Street, including the Waverly Road Shared Use Path on behalf of Lansing Charter Township and Delta Charter Township, for a total estimated cost of $3,932,100 consisting of $317,700 in federal HSIP funding, $2,196,200 in federal Urban STP funding, $214,250 in federal TAP funding, $813,330 in Road Department matching funds and $390,620 in matching funds from the Townships (of which $344,750 is funded by the Ingham County Trails and Parks millage).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a third party agreement with Lansing Charter Township and Delta Charter Township to transfer a portion of the construction oversight and local match responsibilities to the Townships for the work associated with the Waverly Road shared use path for a total estimated cost of $922,570 consisting of $317,700 in federal HSIP funding, $214,250 in federal TAP funding, and $390,620 in matching funds from the Townships (of which $344,750 is funded by the Ingham County Trails and Parks millage).

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

BE IT FURTHER RESOLVED, that the 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.
WHEREAS, Ingham County Road Department (ICRD) staffing is such that many times during the construction season, we don’t have the staff, the equipment, or the expertise to perform all the required inspection and supervision for our construction projects; and

WHEREAS, Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced construction inspection firms to provide services on an as-needed basis, receiving two (2) proposals; and

WHEREAS, Road Department staff reviewed the proposals for adherence to county purchasing requirements, experience, expertise, proposed unit prices and overall value to the county; and

WHEREAS, the Road Department recommends that the Board of Commissioners retain both the Mannik & Smith Group, Inc. and RS Engineering, LLC to provide the as-needed construction inspection and supervision services during the 2020 and 2021 road construction seasons at fees not to exceed those stated in their proposals; and

WHEREAS, when retaining the required as-needed services, ICRD staff shall strive to retain the lowest cost consultant whenever possible.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes retaining the Mannik & Smith Group, Inc., 2193 Association Drive, Suite 200, Okemos, MI 48864 and RS Engineering, LLC., 6709 Centurion Drive, Suite 300, Lansing, MI 48917 to provide the as-needed construction inspection and supervision services for the 2020 and 2021 road construction seasons.

BE IT FURTHER RESOLVED, that the Mannik & Smith Group, Inc and RS Engineering LLC shall be compensated for services performed at fee rates not to exceed those set forth in their proposals.

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.
MARCH 24, 2020
AGENDA ITEM NO. 15

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2020 ADMINISTRATIVE FUND

RESOLUTION #20 –

A __________ meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on March ___, 2020. The following Commissioners were present:

PRESENT: _______________________________________________________

_______________________________________________________

ABSENT: _______________________________________________________

RESOLUTION AUTHORIZING 2020 ADMINISTRATIVE FUND

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses so long as the Treasurer waives right to receive such sums as would be payable to him under Section 87c, Subsection (3).

Discussion followed. A vote was thereupon taken on the foregoing resolution and was as follows:

AYES: _______________________________________________________

_______________________________________________________

NAYS: _______________________________________________________

ABSTAIN: _______________________________________________________

A sufficient majority having voted therefor, the resolution appearing above were adopted.
STATE OF MICHIGAN

COUNTY OF INGHAM

I, Barb Byrum, Clerk for the County of Ingham, do hereby certify that the above and foregoing is a true and correct copy of the resolutions adopted by the Board of Commissioners of the County of Ingham Michigan on March x, 2020 as appears on record in my office, and that I have compared the same with the original that is a true transcript therefrom and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at Mason, Michigan this __ day of March, 2020.

Barb Byrum, Ingham County Clerk

______________________________

[SEAL]
Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

2020 BORROWING RESOLUTION
(2019 DELINQUENT TAXES)

RESOLUTION #20 –

A ___________ meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on March___, 2020. The following Commissioners were

PRESENT: _______________________________________________________

_______________________________________________________

ABSENT: _______________________________________________________

The resolution set forth below was offered by Commissioner _____________ and supported by Commissioner ________________.

2020 BORROWING RESOLUTION
(2019 DELINQUENT TAXES)

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the “Treasurer”); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and
WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

WHEREAS, the County Board of Commissioners (the “Board”) has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the “Revolving Fund Program”), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended (“Act 206”); and

WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 (“local units”); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2019 to the County and the local units (collectively, the “taxing units”) which will have remained unpaid on March 1, 2020 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of Notes (or after such prior series of Notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the Notes authorized hereunder are issued (the “Delinquent Taxes”); and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2020 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED:

I. GENERAL PROVISIONS

101. Establishment of 2020 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2020 Delinquent Tax Revolving Fund (the “Revolving Fund”) as a separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.
102. **Issuance of Notes.** The County shall issue its General Obligation Limited Tax Notes, Series 2020 in one or more series (the “Notes” or “Note”), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.

103. **Aggregate Amount of Notes.**

   (a) The Notes shall be issued in an aggregate amount to be determined in accordance with this Section by the Treasurer.

   (b) The aggregate amount of the Notes shall not be less than the amount by which the actual or estimated Delinquent Taxes exceeds (i) the County’s participating share of Delinquent Taxes, and (ii) any sums otherwise available to fund the Tax Payment Account established under Section 702 (including any monies held in respect of Section 704(c)).

   (c) The aggregate amount of the Notes shall not be greater than the sum of (i) the actual amount of the Delinquent Taxes pledged to the payment of debt service on the Notes, plus (ii) the amount determined by the Treasurer to be allocated to a reserve fund. Original proceeds of the Notes devoted to a reserve fund shall not exceed the lesser of (A) the amount reasonably required for those of the Notes secured by the reserve fund, (B) 10% of the proceeds of such Notes, (C) the maximum amount of annual debt service on such Notes, or (D) 125% of average annual debt service on such Notes.

   (d) The aggregate amount of the Notes shall be designated by the Treasurer by written order after (i) the amount of the Delinquent Taxes, or the amount of Delinquent Taxes to be funded by the issuance of the Notes, has been estimated or determined, and (ii) the amount of the reasonably required reserve fund has been calculated. Delinquent Taxes shall be estimated based on delinquencies experienced during the past three fiscal years and on demographic and economic data relevant to the current tax year, and shall be determined based on certification from each of the taxing units. The amount of the reasonably required reserve fund shall be calculated pursuant to such analyses and certificates as the Treasurer may request.

104. **Proceeds.** If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated to occur to allow distribution of the proceeds of the Notes within 20 days after the date of issue, the proceeds of the Notes shall be deposited in the County’s 2020 Delinquent Tax Project Account and thereafter used to fund the whole or a part of the County’s 2020 Tax Payment Account, 2020 Notes Reserve Account and/or 2020 Note Payment Account, subject to and in accordance with Article VII. If the Notes are issued and sold on or after such time, the proceeds of the Notes shall be deposited directly into the County’s 2020 Tax Payment Account, 2020 Notes Reserve Account and/or 2020 Note Payment Account, as provided in Article VII.
105. **Treasurer's Order Authorizing Notes and Establishing Delinquent Taxes.** At or prior to the time any Note is issued pursuant to this resolution, the Treasurer, as authorized by Act 206, may issue a written order specifying the amount and character of the Delinquent Taxes, the Article or Articles under which the Notes are being issued and any other matters subject to the Treasurers control under either this resolution or Act 206.

## II.

**FIXED MATURITY NOTES**

201. **Authority.** At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article II. All reference to “Notes” in Article II refers only to Notes issued pursuant to Article II, unless otherwise specified.

202. **Date.** The Notes shall be dated as of the date of issue or as of such earlier date specified by written order of the Treasurer.

203. **Maturity and Amounts.** Notes issued pursuant to this Article II shall be structured in accordance with subsections (a) or (b) below as determined by the Treasurer pursuant to written order.

   (a) The first maturity of the Notes or of a series of the Notes shall be determined by the Treasurer pursuant to written order, but shall not be later than three years after the date of issue. Later maturities of the Notes shall be on the first anniversary of the preceding maturity or on such earlier date as the Treasurer may specify by written order. The Notes shall be structured with the number of maturities determined by the Treasurer to be necessary or appropriate, and the last maturity shall be scheduled for no later than the sixth anniversary of the date of issue. The amount of each maturity or of any mandatory or optional call date shall be set by the Treasurer when the amount of Delinquent Taxes is determined by the Treasurer or when a reliable estimate of the Delinquent Taxes is available to the Treasurer. In determining the exact amount of each maturity or of any mandatory or optional call date the Treasurer shall consider the schedule of delinquent tax collections prepared for the tax years December 31, 2019, or of any other years and the corollary schedule setting forth the anticipated rate of collection of those Delinquent Taxes which are pledged to the repayment of the Notes. The amount of each maturity and the scheduled maturity dates of the Notes shall be established to take into account the dates on which the Treasurer reasonably anticipates the collection of such Delinquent Taxes and shall allow for no more than a 15% variance between the debt service payable on each maturity date, the Notes, and the anticipated amount of pledged monies available on such maturity date to make payment of such debt service.

   (b) Alternatively, the Notes or a series of the Notes may be structured with a single stated maturity falling not later than the fourth anniversary of the date of issue. The Notes issued under this subsection (b) shall be subject to redemption on such terms consistent with the applicable parts of subsection (a) of this section and with Section 209 as shall be ordered by the
Treasurer, but in no event shall such Notes be subject to redemption less frequently than annually.

204. **Interest Rate and Date of Record.**

   (a) Except as otherwise provided in this paragraph, the Notes issued pursuant to subsection (a) of Section 203 shall bear interest payable semi-annually, with the first interest payment to be payable (i) on the first date, after issuance, corresponding to the day and month on which the maturity of such Notes falls, or (ii) if the Treasurer so orders, six months before such date. In the event (i) any maturity of the Notes arises either less than six months before the succeeding maturity date or less than six months after the preceding maturity date and (ii) the Treasurer so orders in writing, interest on the Notes shall be payable on such succeeding or preceding maturity date. Subject to the following sentence, the Notes issued pursuant to subsection (b) of Section 203 shall, pursuant to written order of the Treasurer, bear interest monthly, quarterly, or semiannually, as provided by written order of the Treasurer. If the Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant to written order of the Treasurer, bear interest weekly, monthly, quarterly or on any put date, or any combination of the foregoing, as provided by written order of the Treasurer.

   (b) Interest shall not exceed the maximum rate permitted by law.

   (c) Interest shall be mailed by first class mail to the registered owner of each Notes as of the applicable date of record, provided, however, that the Treasurer may agree with the Registrar (as defined below) on a different method of payment.

   (d) Subject to Section 403 in the case of variable rate Notes, the date of record shall be not fewer than 14 nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

205. **Note Form.** The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. Unless the Treasurer shall by written order specify the contrary, the Notes shall be issued in fully registered form both as to principal and interest, registrable upon the books of a Note Registrar (the “Registrar”) to be named by the Treasurer. If the Notes are issued in bearer form the Treasurer shall appoint a paying agent (the “Paying Agent”). (The Registrar or Paying Agent so named may be any bank or trust company or other entity, including the County, offering the necessary services pertaining to the registration and transfer of negotiable securities.)

206. **Denominations and Numbers.** The Notes shall be issued in one or more denomination or denominations of $1,000 each or any integral multiple of $1,000 in excess of $1,000, as determined by the Treasurer. Notwithstanding the foregoing, however, in the event the Notes are deposited under a book entry depository trust arrangement pursuant to Section 208, the Notes may, if required by the depository trustee, be issued in denominations of $5,000 each or any integral multiple of $5,000. The Notes shall be numbered from one upwards, regardless of maturity, in such order as the Registrar shall determine.
207. **Transfer or Exchange of Notes.**

(a) Notes issued in registered form shall be transferable on a Note register maintained with respect to the Notes upon surrender of the transferred Notes, together with an assignment executed by the registered owner or his or her duly authorized attorney-in-fact in form satisfactory to the Registrar. Upon receipt of a properly assigned Note, the Registrar shall authenticate and deliver a new Note or Notes in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

(b) The Notes may likewise be exchanged for one or more other Notes with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the Note or Notes being exchanged, upon surrender of the Note or Notes and the submission of written instructions to the Registrar or, in the case of bearer Notes, to the Paying Agent. Upon receipt of a Note with proper written instructions the Registrar or Paying Agent shall authenticate and deliver a new Note or Notes to the owner thereof or to the owner's attorney-in-fact.

(c) Any service charge made by the Registrar or Paying Agent for any such registration, transfer or exchange shall be paid for by the County as an expense of borrowing, unless otherwise agreed by the Treasurer and the Registrar or Paying Agent. The Registrar or Paying Agent may, however, require payment by a Noteholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

208. **Book Entry Depository Trust.** At the option of the Treasurer, and notwithstanding any contrary provision of Section 212, the Notes may be deposited, in whole or in part, with a depository trustee designated by the Treasurer who shall transfer ownership of interests in the Notes by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Notes. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Treasurer after consultation with the depository trustee. The Treasurer is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Treasurer shall deem appropriate and not otherwise prohibited by the terms of this Resolution. The depository trustee may be the same as the Registrar otherwise named by the Treasurer, and the Notes may be transferred in part by depository trust and in part by transfer of physical certificates as the Treasurer may determine.

209. **Redemption.**

(a) Subject to the authority granted the Treasurer pursuant to subsection (c) of this Section (in the case of fixed rate Notes) and to the authority granted the Treasurer pursuant to Section 404 (in the case of variable rate Notes), the Notes or any maturity or maturities of the Notes shall be subject to redemption prior to maturity on the terms set forth in subsection (b) below.
(b) Notes scheduled to mature after the first date on which any Notes of the series are scheduled to mature shall be subject to redemption, in inverse order of maturity, on each interest payment date arising after the date of issue.

(c) If the Treasurer shall determine such action necessary to enhance the marketability of the Notes or to reduce the interest rate to be offered by prospective purchasers on any maturity of the Notes, the Treasurer may, by written order prior to the issuance of such Notes, (i) designate some or all of the Notes as non-callable, regardless of their maturity date, and/or (ii) delay the first date on which the redemption of callable Notes would otherwise be authorized under subsection (b) above.

(d) Notes of any maturity subject to redemption may be redeemed before their scheduled maturity date, in whole or in part, on any permitted redemption date or dates, subject to the written order of the Treasurer. The Notes called for redemption shall be redeemed at par, plus accrued interest to the redemption date, plus, if the Treasurer so orders, a premium of not more than 1%. Redemption may be made by lot or pro rata, as shall be determined by the Treasurer.

(e) With respect to partial redemptions, any portion of a Note outstanding in a denomination larger than the minimum authorized denomination may be redeemed, provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event less than the entire principal amount of a Note is called for redemption, the Registrar or Paying Agent shall, upon surrender of the Note by the owner thereof, authenticate and deliver to the owner a new Note in the principal amount of the principal portion not redeemed.

(f) Notice of redemption shall be by first class mail 30 days prior to the date fixed for redemption, or such shorter time prior to the date fixed for redemption as may be consented to by the holders of all outstanding Notes to be called for redemption. Such notice shall fix the date of record with respect to the redemption if different than otherwise provided in this Resolution. Any defect in any notice shall not affect the validity of the redemption proceedings. Notes so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with a paying agent to redeem the same.

210. Discount. At the option of the Treasurer, the Notes may be offered for sale at a discount not to exceed 2%.

211. Public or Private Sale. The Treasurer may, at the Treasurer's option, conduct a public sale of the Notes after which sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of sale shall be as specified in a published Notice of Sale prepared by the Treasurer announcing the principal terms of the Notes and the offering. Alternatively, the Treasurer may, at the Treasurer's option, negotiate a private sale of the Notes as provided in Act 206. If required by law, or if otherwise determined by the Treasurer to be in the best interest of the County, (a) the Notes shall be rated by a national rating agency selected by the Treasurer, (b) a good faith deposit shall be required of the winning bidder, and/or (c) CUSIP numbers shall be assigned to the Notes. If a public sale is conducted or if otherwise required by law or the purchaser of the Notes, the Treasurer shall prepare or cause to be prepared and disseminated an offering memorandum or official statement containing all material terms of
the offer and sale of the Notes. Pursuant to any sale of the Notes, the County shall make such filings, shall solicit such information and shall obtain such governmental approvals as shall be required pursuant to any state or federal law respecting back-up income tax withholding, securities regulation, original issue discount or other regulated matter.

212. Execution and Delivery. The Treasurer is authorized and directed to execute the Notes on behalf of the County by manual or facsimile signature, provided that if the facsimile signature is used the Notes shall be authenticated by the Registrar or any tender agent as may be appointed pursuant to Section 801(c). The Notes shall be sealed with the County seal or imprinted with a facsimile of such seal. The Treasurer is authorized and directed to then deliver the Notes to the purchaser thereof upon receipt of the purchase price. The Notes shall be delivered at the expense of the County in such city or cities as may be designated by the Treasurer.

213. Renewal, Refunding or Advance Refunding Notes. If at any time it appears to be in the best interests of the County, the Treasurer, by written order, may authorize the issuance of renewal, refunding or advance refunding Notes. The terms of such Notes, and the procedures incidental to their issuance, shall be set subject to Section 309 and, in appropriate cases, Article X.

III.
SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article III. All references to “Notes” in Article III refer only to Notes issued pursuant to Article III, unless otherwise specified.

302. Date and Maturity. The Notes shall be dated as of their date of issuance or any prior date selected by the Treasurer, and each issuance thereof shall mature on such date not exceeding three years from the date of their issuance as may be specified by written order of the Treasurer.

303. Interest and Date of Record. The Notes shall bear interest payable monthly, quarterly, or semi-annually and at maturity at such rate or rates as may be determined by the Treasurer not exceeding the maximum rate of interest permitted by law on the date the Notes are issued. The date of record shall be not fewer than two nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

304. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. The Notes shall, in the discretion of the Treasurer and consistent with Section 205, either be payable to bearer or be issued in registered form. If issued in registered form, the Notes may be constituted as book-entry securities consistent with Section 208, notwithstanding any contrary provision of Section 308.
305. **Denomination and Numbers.** The Notes shall be issued in one or more denomination or denominations, as determined by the Treasurer. The Notes shall be numbered from one upwards in such order as the Treasurer determines.

306. **Redemption.** The authority and obligations of the Treasurer set forth in subsections (b) and (c) of Section 209 (in the case of fixed rate Notes), or Section 404 (in the case of variable rate Notes), as the case may be, shall apply also to the Notes issued under Article III.

307. **Sale of Notes.** The authority and obligations of the Treasurer set forth in Sections 210 and 211 respecting Fixed Maturity Notes shall apply also to the Notes issued under Article III.

308. **Execution and Delivery.** The authority and obligations of the Treasurer set forth in Section 212 respecting Fixed Maturity Notes shall also apply to the Notes issued under Article III.

309. **Renewal or Refunding Notes.**

   (a) The Treasurer may by written order authorize the issuance of renewal or refunding Notes (collectively the “Renewal Notes”). Renewal Notes shall be sold on the maturity date of, and the proceeds applied to the payment of debt service on, the Notes to be renewed. The maturities and repayment terms of the Renewal Notes shall be set by written order of the Treasurer.

   (b) In the order authorizing Renewal Notes, the Treasurer shall specify whether the Notes shall be issued in accordance with this Article III, in which event the provisions of Article III shall govern the issuance of the Notes, or whether the Notes shall be issued in accordance with Article II, in which event the provisions of Article II shall govern the issuance of the Notes. The order shall also provide for and shall also govern with respect to:

   (i) the aggregate amount of the Renewal Notes;

   (ii) the date of the Renewal Notes;

   (iii) the denominations of the Renewal Notes;

   (iv) the interest payment dates of the Renewal Notes;

   (v) the maturity or maturities of the Renewal Notes;

   (vi) the terms of sale of the Renewal Notes;

   (vii) whether any Renewal Notes issued in accordance with Article II shall be subject to redemption and, if so, the terms thereof; and

   (viii) any other terms of the Renewal Notes consistent with, but not specified in, Article II or Article III.
(c) Regardless of whether Renewal Notes need be approved by prior order of the Department of Treasury, the Treasurer, pursuant to Section 89(5)(d) of Act 206, shall promptly report to the Department of Treasury the issuance of any Renewal Notes.

IV.

VARIABLE INTEREST RATE

401. Variable Rate Option. At the option of the Treasurer, exercisable by written order, the Notes, whether issued pursuant to Article II or Article III, may be issued with a variable interest rate, provided that the rate shall not exceed the maximum rate of interest permitted by law.

402. Determination of Rate. The order of the Treasurer shall provide how often the variable interest rate shall be subject to recalculation, the formula or procedure for determining the variable interest rate, whether and on what terms the rate shall be determined by a remarketing agent in the case of demand obligations consistent with Section 801(d), and whether and on what terms a fixed rate of interest may be converted to or from a variable rate of interest. Such formula or procedure shall be as determined by the Treasurer, but shall track or float within a specified percentage band around the rates generated by any one or more of the following indices:

(i) Publicly reported prices or yields of obligations of the United States of America;

(ii) An index of municipal obligations periodically reported by a nationally recognized source;

(iii) The prime lending rate from time to time set by any bank or trust company in the United States with unimpaired capital and surplus exceeding $40,000,000;

(iv) Any other rate or index that may be designated by order of the Treasurer provided such rate or index is set or reported by a source which is independent of and not controlled by the Treasurer or the County.

The procedure for determining the variable rate may involve one or more of the above indices as alternatives or may involve the setting of the rate by a municipal bond specialist provided such rate shall be within a stated percentage range of one or more of the indices set forth above.
403. **Date of Record.** The Date of Record shall be not fewer than one nor more than 31 days before the date of payment, as designated by written order of the Treasurer.

404. **Redemption.** Notwithstanding any contrary provision of subsections (b) and (c) of Section 209, but subject to the last sentence of this Section 404, Notes bearing interest at a variable rate may be subject to redemption by the County and/or put by the holder at any time or times and in any order, as may be determined pursuant to written order of the Treasurer. Notes shall not be subject to redemption more frequently than monthly.

405. **Remarketing, Repurchase and Resale.**

(a) In the event the Notes issued under this Article IV are constituted as demand obligation, the interest rate on the Notes shall be governed by, and shall be subject to, remarketing by a remarketing agent appointed in accordance with Section 801(c), under the terms of a put agreement employed in accordance with Section 801(d).

(b) The County shall be authorized, consistent with Act 206 and pursuant to order of the Treasurer, to participate in the repurchase and resale of the Notes in order to reduce the cost of, or increase the revenue, attendant to the establishment of the Revolving Fund and the issuance and discharge of the Notes. Any purchase of the Notes pursuant to this subsection (b) shall be made with unpledged monies drawn from revolving funds established by the County in connection with retired general obligation limited tax notes.

V. **MULTIPLE SERIES**

501. **Issuance of Multiple Series.** At the option of the Treasurer, exercisable by written order, the Note or Notes issued under Article II, Article III or Article X may be issued in two or more individually designated series. Each series shall bear its own rate of interest, which may be fixed or variable in accordance with Article IV. Various series need not be issued at the same time and may be issued from time to time in the discretion of the Treasurer exercisable by written order. In determining the dates of issuance of the respective series, the Treasurer shall consider, among other pertinent factors, the impact the dates selected may have on the marketability, rating and/or qualification for credit support or liquidity support for, or insurance of, the Note or Notes. The Note of each such series shall be issued according to this Resolution in all respects (and the term “Note” or “Notes” shall be deemed to include each series of Notes throughout this Resolution), provided that:

- The aggregate principal amount of the Notes of all series shall not exceed the maximum aggregate amount permitted under Section 103;

- Each series shall be issued pursuant to Article II or Article III, and different series may be issued pursuant to different Articles;
(c) Each series shall be issued pursuant to Section 502 or Section 503, and different series may be issued pursuant to different Sections;

(d) A series may be issued under Article II for one or more of the annual maturities set forth in Article II with the balance of the annual maturities being issued under Article II or under Article III in one or more other series, provided that the minimum annual maturities set forth in Section 203 shall be reduced and applied pro rata to all Notes so issued; and

(e) The Notes of all series issued pursuant to Article II above shall not, in aggregate, mature in amounts or on dates exceeding the maximum authorized maturities set forth in Section 203.

502. Series Secured Pari Passu. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be secured pari passu with the other by the security described in and the amounts pledged by Article VII below. Moreover, such security may, pursuant to further written order of the Treasurer, be segregated in accordance with the following provisions.

(a) The Treasurer may by written order establish separate sub-accounts in the County's 2020 Note Reserve Account for each series of Notes, into which shall be deposited the amount borrowed for the Note Reserve Account for each such series.

(b) The Treasurer may by written order establish separate sub-accounts in the County's 2020 Note Payment Account for each series of Notes, and all amounts deposited in the Note Payment Account shall be allocated to the sub-accounts.

(c)(i) In the event separate sub-accounts are established pursuant to subsection (b) above, and subject to Paragraph (ii) below, the percentage of deposits to the County's 2020 Note Payment Account allocated to each sub-account may be set equal to the percentage that Notes issued in the corresponding series bears to all Notes issued under this Resolution or to any other percentage designated by the Treasurer pursuant to written order; provided that if the various series are issued at different times or if the various series are structured with different maturity dates, (I) sums deposited in the Note Payment Account prior to the issuance of one or more series may upon the issuance of each such series be reallocated among the various sub-accounts established under Subsection (b) above to achieve a balance among the sub-accounts proportionate to the designated percentage allocation, and/or (II) deposits to the Note Payment Account may be allocated among the sub-accounts according to the total amount of debt service that will actually be paid from the respective sub-accounts.

(ii) Alternatively, the Treasurer may, by written order, rank the sub-accounts established under Subsection (b) above in order of priority, and specify that each such sub-account shall receive deposits only after all sub-accounts having a higher priority have received deposits sufficient to discharge all (or any specified percentage of) Notes whose series corresponds to any of the sub-accounts having priority.
In the absence of a written order of the Treasurer to the contrary, the amounts in each sub-account established pursuant to this Section 502 shall secure only the Notes issued in the series for which such sub-account was established, until such Notes and interest on such Notes are paid in full, after which the amounts in such sub-account may, pursuant to written order of the Treasurer, be added pro rata to the amounts in the other sub-accounts and thereafter used as part of such other sub-accounts to secure all Notes and interest on such Notes for which such other sub-accounts were created, until paid in full. Alternatively, amounts held in two or more sub-accounts within either the Note Reserve Account or the Note Payment Account may be commingled, and if commingled shall be held pari passu for the benefit of the holders of each series of Notes pertaining to the relevant sub-accounts.

503. Series Independently Secured. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be independently secured in accordance with this Section 503.

(a) Each series of Notes shall pertain to one or more taxing units, as designated by the Treasurer pursuant to written order, and no two series of Notes shall pertain to the same taxing unit. A school district, intermediate school district, or community college district extending beyond the boundaries of a city in which it is located may, pursuant to written order of the Treasurer, be subdivided along the boundaries of one or more cities and each such subdivision shall be deemed a taxing unit for purposes of this Section 503.

(b) Separate sub-accounts shall be established in the County's 2020 Tax Payment Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account to only those taxing units designated as being in that series.

(c) In the event Notes are issued for deposit into the Project Account established under Section 701, separate sub-accounts shall be established in the Project Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account only to accounts, sub-accounts and/or taxing units designated as being in the series corresponding to the sub-account from which disbursement is being made.

(d) A separate sub-account shall be established in the County's 2020 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the Treasurer under Section 103 or Section 703 with respect to the series. Each sub-account shall secure one and only one series.

(e) A separate sub-account shall be established in the County's 2020 Note Payment Account for each series of Notes. Each sub-account shall be allocated only those amounts described in Section 704 which pertain to the taxing units included in the series corresponding to the sub-account. Chargebacks received from a taxing unit pursuant to Section 905 shall be deposited in the sub-account corresponding to the series in which the taxing unit is included. Amounts held in each sub-account shall secure the debt represented by only those Notes included in the series corresponding to the sub-account, and disbursements from each sub-
account may be applied toward the payment of only those Notes included in the series corresponding to the sub-account.

(f) The amounts in each sub-account established pursuant to this Section 503 shall secure only the Notes issued in the series for which such sub-account was established until such Notes and interest on such Notes are paid in full, after which any amounts remaining in such sub-account shall accrue to the County and shall no longer be pledged toward payment of the Notes.

VI. TAXABILITY OF INTEREST

601. Federal Tax. The County acknowledges that the current state of Federal law mandates that the Notes be structured as taxable obligations. Consequently, the Notes shall, subject to Article X, be issued as obligations the interest on which is not excluded from gross income for purposes of Federal income tax.

602. State of Michigan Tax. Consistent with the treatment accorded all obligations issued pursuant to Act 206, interest on the Notes shall be exempt from the imposition of the State of Michigan income tax and the State of Michigan single business tax, and the Notes shall not be subject to the State of Michigan intangibles tax.

603. Change in Federal Tax Status. In the event there is a change in the Federal tax law or regulations, a ruling by the U.S. Department of Treasury or Internal Revenue Service establishes that the Notes may be issued as exempt from Federal income taxes or a change in Michigan law causes the Notes in the opinion of counsel to be exempt from federal income taxes, the Notes may be so issued.

VII. FUNDS AND SECURITY

701. Delinquent Tax Project Account. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2020 Delinquent Tax Project Account (the “Project Account”) shall be established by the Treasurer as a separate and distinct fund of the County within its general fund. The Project Account shall receive all proceeds from the sale of the Notes, including any premium or accrued interest received at the time of sale. The Project Account shall be held in trust by an escrow agent until the monies therein are disbursed in accordance with this Article VII. The escrow agent shall be a commercial bank, shall be located in Michigan, shall have authority to exercise trust powers, and shall have a net worth in excess of $25,000,000. The form and content of the agreement between the County and the escrow agent shall be approved by the Treasurer. Subject to the following sentence, monies deposited in the Project Account shall be expended only (i) for the purpose of funding the Tax Payment Account
established under Section 702 and (ii) to the extent permitted by Act 206, for the purpose of paying the expenses of the offering of the Notes. In the event the Treasurer by written order so directs, additional funding of the Project Account may be undertaken, and any surplus proceeds remaining in the Project Account after the Treasurer has completed the funding of the Tax Payment Account may be transferred to either the 2020 Note Reserve Account created under Section 703 or the 2020 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2020 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. **2020 Tax Payment Account.** The County's 2020 Tax Payment Account (the “Tax Payment Account”) is hereby established as a distinct account within the Revolving Fund. The Treasurer shall designate all or a portion of the proceeds of the Notes, not to exceed the amount of Delinquent Taxes, for deposit in the Tax Payment Account. If, however, the proceeds of the Notes are initially deposited in the Project Account pursuant to Section 701, the Treasurer is instead authorized and directed to transfer monies included in the Project Account in accordance with the procedures set forth in Section 701. The County shall apply the monies in the Tax Payment Account to the payment of the Delinquent Taxes or expenses of the borrowing in accordance with Act 206. The allocation of monies from the Tax Payment Account may be made pursuant to a single, comprehensive disbursement or may instead be made from time to time, within the time constraints of Act 206, to particular taxing units as monies are paid into the Tax Payment Account, such that the source of the monies (whether from the County's own funds, from the proceeds of a tax exempt borrowing or from the proceeds of a taxable borrowing) may be traced to the particular taxing unit receiving the funds. Moreover, and regardless of whether multiple series of Notes are issued, the Tax Payment Account may be divided into separate sub-accounts in order to allow the Treasurer to designate which taxing units shall receive borrowed funds and which shall receive funds otherwise contributed by the County.

703. **2020 Note Reserve Account.** In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2020 Note Reserve Account (the “Note Reserve Account”) as a distinct account within the Revolving Fund. After depositing all of the monies to fund the Tax Payment Account pursuant to Section 702, the Treasurer shall next transfer to the Note Reserve Account, either from the Project Account or directly from the proceeds of Notes, any proceeds remaining from the initial issuance of the Notes. In addition, the Treasurer may transfer unpledged monies from other County sources to the Note Reserve Account in an amount which, when added to any other amounts to be deposited in the Note Reserve Account, does not exceed the amount reasonably required for the Notes secured by the Reserve Account or, if less, 20% of the total amount of the Notes secured by the Reserve Account. Except as provided below, all monies in the Note Reserve Account shall be used solely for payment of principal of, premium, if any, and interest on the Notes to the extent that monies required for such payment are not available in the County's 2020 Note Payment Account. Monies in the Note Reserve Account shall be withdrawn first for payment of principal of, premium, if any, and interest on the Notes before County general funds are used to make the payments. All income or interest earned by, or increment to, the Note Reserve Account due to its investment or reinvestment shall be deposited in the Note Reserve Account. When the Note Reserve Account is sufficient to retire the Notes and accrued interest thereon, the Treasurer may order that the Note Reserve Account
be used to purchase the Notes on the market, or, if the Notes are not available, to retire the Notes when due. If so ordered by the Treasurer, all or any specified portion of the Note Reserve Account may be applied toward the redemption of any Notes designated for redemption in accordance with Section 209.

704. 2020 Note Payment Account.

(a) The County's 2020 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2020 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2020 Note Payment Account, is herein referred to as the “Note Payment Account”.) The Treasurer is directed to deposit into the Note Payment Account, promptly on receipt, those amounts described below in Paragraphs (i), (ii), (iv), and (v) that are not excluded pursuant to Subsection (c) below. Furthermore, the Treasurer may, by written order, deposit into the Note Payment Account all or any portion of the amounts described below in Paragraph (iii).

(i) All Delinquent Taxes.

(ii) All statutory interest on the Delinquent Taxes.

(iii) All property tax administration fees on the Delinquent Taxes, net of any amounts applied toward the expenses of this borrowing.

(iv) Any amounts which are received by the Treasurer from the taxing units within the County because of the uncollectability of the Delinquent Taxes.

(v) Any amounts remaining in the Project Account after the transfers to the Tax Payment Account and Note Reserve Account have been made as specified in Sections 702 and 703.

(b) Monies in the Note Payment Account shall be used by the County to pay principal of, premium, if any, and interest on the Notes as the same become due and payable.

(c)(i) The Treasurer may by written order provide that only a portion of the sums described above in Subsection (a) shall be deposited into the Note Payment Account and applied toward the payment of debt service on the Notes, in which event those sums which are withheld from the Note Payment Account shall be deposited into the Tax Payment Account or, pursuant to further order of the Treasurer, applied toward any other purpose consistent with Act 206. The portion of any sums described in Subsection (a) which are withheld from the Note Payment Account pursuant to this Subsection shall be determined in accordance with the following Paragraph.

(ii) Prior to the issuance of the Notes, the Treasurer may by written order specify a cut-off date not earlier than March 1, 2020, and only those sums payable to the Note Payment
Account and received by the County after the cut-off date shall be applied to the Note Payment Account.

(d) The Treasurer may by written order provide that at such time as sufficient funds shall have been deposited into the Note Payment Account to pay all remaining amounts owed under the Notes the pledge on any additional monies otherwise payable to the Note Payment Account shall be discharged and such monies shall not be deposited into the Note Payment Account or otherwise pledged toward payment of the Notes.

(e) The Treasurer may by written order provide that in the event Notes are issued pursuant to Article III, amounts which would otherwise be included in the Note Payment Account or the Note Reserve Account (or any sub-account therein for a particular series of Notes) shall not include any amounts received by the County prior to the latest maturity date of any series of Notes previously issued under Article II and/or Article III.

705. Limited Tax General Obligation and Pledge.

(a) The Notes shall be the general obligation of the County, backed by the County's full faith and credit, the County's tax obligation (within applicable constitutional and statutory limits) and the County's general funds. The County budget shall provide that if the pledged monies are not collected in sufficient amounts to meet the payments of the principal and interest due on the Notes, the County, before paying any other budgeted amounts, shall promptly advance from its general funds sufficient monies to pay such principal and interest.

(b) In addition, the monies listed below are pledged to the repayment of the Notes and, subject to Section 901, shall be used solely for repayment of the Notes until the principal of, premium, if any, and interest on the Notes are paid in full:

(i) All amounts deposited or earned in any Project Account, until disbursed in accordance with Section 701;

(ii) All net proceeds from the sale of the Notes deposited or earned in the Tax Payment Account, until disbursed in accordance with Section 702;

(iii) All amounts deposited in the Note Payment Account pursuant to Section 704(a);

(iv) All amounts deposited in the Note Reserve Account;

(v) All amounts earned from the investment of monies held in the Notes Payment Account or the Note Reserve Account; and
(vi) Any supplemental monies placed in the Note Payment Account and drawn in the discretion of the Treasurer from unpledged sums on the revolving funds, which pledge shall be subject to such limitations or exceptions as shall be set forth in the written order of the Treasurer.

(c) If the Notes shall be issued in various series pursuant to Article V, this pledge shall in the case of any independently secured series extend only to monies in accounts or sub-accounts pertaining to the particular series.

(d) If the amounts so pledged are not sufficient to pay the principal and interest when due, the County shall pay the same from its general funds or other available sources. Pursuant to written order of the Treasurer, the County may later reimburse itself for such payments from the Delinquent Taxes collected.

706. Security for Renewal, Refunding or Advance Refunding Notes. Renewal, refunding, or advance refunding Notes shall be secured by all or any portion of the same security securing the Notes being renewed, refunded or advance refunded. The monies pledged in Section 705 for the repayment of the Notes are also pledged for the repayment of the principal of, premium, if any, and interest on any renewal, refunding, or advance refunding Notes issued pursuant to this Resolution, and any such renewal, refunding, or advance refunding Notes shall be the general obligation of the County, backed by its full faith and credit, which shall include the tax obligation of the County, within applicable constitutional and statutory limits.

707. Use of Funds after Full Payment or Provision for Payment. After all principal of, premium, if any, and interest on the Notes have been paid in full or provision made therefor by investments of pledged amounts in direct noncallable obligations of the United States of America in amounts and with maturities sufficient to pay all such principal, premium, if any, and interest when due, any further collection of Delinquent Taxes and all excess monies in any fund or account of the Revolving Fund, and any interest or income on any such amounts, may, pursuant to written order of the Treasurer and subject to Article V, be used for any proper purpose within the Revolving Fund including the securing of subsequent issues of Notes.

VIII.
SUPPLEMENTAL AGREEMENTS

801. Supplemental Agreements and Documents. The Treasurer, on behalf of the County, is authorized to enter into any or all of the following agreements or commitments as may, in the Treasurer's discretion, be necessary, desirable or beneficial in connection with the issuance of the Notes, upon such terms and conditions as the Treasurer may determine appropriate:

(a) A letter of credit, line of credit, repurchase agreement, Note insurance, or similar instrument, providing backup liquidity and/or credit support for the Notes;
(b) A reimbursement agreement, revolving credit agreement, revolving credit Note, or similar instrument, setting forth repayments of and security for amounts drawn under the letter of credit, line of credit, repurchase agreement or similar instrument;

(c) A marketing, remarketing, placement, authenticating, paying or tender agent agreement or dealer agreement designating a marketing, remarketing, authenticating, paying, tender or placement agent or dealer and prescribing the duties of such person or persons with respect to the Notes; and

(d) A put agreement or provision allowing the purchaser of the Notes to require the County to repurchase the Notes upon demand at such times as may be provided in such put agreement or provision.

(e) An agreement to use amounts formerly pledged to other years borrowings as security for the Notes when no longer so pledged.

802. Revolving Credit Notes. If the Treasurer enters into a revolving credit agreement (the “Agreement”) pursuant to Section 801 above, the Agreement may call for the issuance of one or more revolving credit Notes (the “Revolving Credit Notes”) for the purpose of renewing all or part of maturing Note or Notes that have been put pursuant to a put agreement or provision. Such Revolving Credit Notes shall be issued pursuant to Article II or III, as appropriate, and in accordance with the following provisions:

(a) Interest on the Revolving Credit Notes may be payable on maturity, on prior redemption, monthly, bimonthly, quarterly, or as otherwise provided in the Agreement.

(b) The Revolving Credit Notes may mature on one or more date or dates not later than the final maturity date of the Notes, as provided in the Agreement.

(c) The Treasurer may, at the time of the original issuance of the Notes, execute and deliver one Revolving Credit Note in a maximum principal amount not exceeding the lending commitment under the Agreement from time to time in force (and may substitute one such Note in a lesser principal amount for another in the event the lending commitment is reduced), provided that a schedule shall be attached to such Note on which loans and repayments of principal and interest are evidenced and further provided that the making of a loan and the evidencing of such loan on the schedule of any such Note shall constitute the issuance of a renewal Note for the purposes of this Resolution.

IX.
MISCELLANEOUS PROVISIONS

901. Expenses. Expenses incurred in connection with the Notes shall be paid from the property tax administration fees collected on the Delinquent Taxes and, if so ordered by the Treasurer, from any earnings on the proceeds of the offering or from other monies available to the County.
902. **Bond Counsel.** The Notes (and any renewal, refunding or advance refunding Notes) shall be delivered with the unqualified opinion of Clark Hill PLC, attorneys of Detroit, Michigan, bond counsel chosen by the Treasurer, which selection may, at the option of the Treasurer, be for one or more years.

903. **Financial Consultants.** PFM Financial Advisors LLC, Ann Arbor, is hereby retained to act as financial consultant and advisor to the County in connection with the sale and delivery of the Bonds.

904. **Complete Records.** The Treasurer shall keep full and complete records of all deposits to and withdrawals from each of the funds and accounts in the Revolving Fund and any account or sub-account created pursuant to this Resolution and of all other transactions relating to such funds, accounts and sub-accounts, including investments of money in, and gain derived from, such funds and accounts.

905. **Chargebacks.** If, by the date which is three months prior to the final maturity date of the Notes, sufficient monies are not on deposit in the Note Payment Account and the Note Reserve Account to pay all principal of and interest on the Notes when due, Delinquent Taxes not then paid or recovered at or prior to the latest tax sale transacted two or more months before the final maturity of the Notes shall, if necessary to ensure full and timely payment on the date of final maturity, be charged back to the local units in such fashion as the Treasurer may determine, and, subject to Article V, the proceeds of such chargebacks shall be deposited into the County's 2020 Note Payment Account no later than five weeks prior to the final maturity of the Notes. This Section 905 shall not be construed to limit the authority of the Treasurer under State law to charge back under other circumstances or at other times.

906. **Investments.** The Treasurer is authorized to invest all monies in the Project Account, in the Revolving Fund or in any account or sub-account therein which is established pursuant to this Resolution in any one or more of the investments authorized as lawful investments for counties under Act No. 20, Public Acts of 1943, as amended. The Treasurer is further authorized to enter into a contract on behalf of the County under the Surplus Funds Investment Pool Act, Act No. 367, Michigan Public Acts of 1982, as amended, and to invest in any investment pool created thereby monies held in the Project Account, in the Revolving Fund, or in any account or sub-account therein which is established pursuant to this Resolution.

907. **Mutilated, Lost, Stolen or Destroyed Notes.** In the event any Note is mutilated, lost, stolen, or destroyed, the Treasurer may, on behalf of the County, execute and deliver, or order the Registrar or Paying Agent to authenticate and deliver, a new Note having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen, or destroyed. In the case of a mutilated Note, a replacement Note shall not be delivered unless and until such mutilated Note is surrendered to the Treasurer or the Registrar or Paying Agent. In the case of a lost, stolen or destroyed Note, a replacement Note shall not be delivered unless and until the Treasurer and the Registrar or Paying Agent shall have received such proof of ownership and loss and indemnity as they determine to be sufficient.
ARTICLE X.
TAX-EXEMPT NOTES OR REFUNDING

1001. Refunding of Taxable Debt or Issuance of Tax-Exempt Debt. The County acknowledges that the current state of Federal law precludes the issuance of the Notes as obligations the interest on which is exempt from Federal income tax. However, the County presently contemplates that anticipated amendments to the Internal Revenue Code of 1986 (the “Code”) and/or the Treasury Regulations issued thereunder (the “Regulations”) or a change in Michigan law changing the character of the Notes may in the future permit the issuance of general obligation limited tax Notes on a tax-exempt basis, and, in view of this expectation, the County, through the offices of the Treasurer, shall issue tax-exempt Notes or issue obligations to refund any or all outstanding Notes issued as taxable obligations, at the time, on the terms, and to the extent set forth in this Article X.

1002. Timing of Refunding. The aforementioned refunding obligations (the “Refunding Notes”) shall be issued after the effective date of any change in the Code, Regulations, Internal Revenue Service pronouncements or judicial rulings which, as confirmed by the written opinion of bond counsel, permit the refunding of all or some of the outstanding Notes with proceeds from obligations the interest on which is excluded from gross income for purposes of Federal income tax.

1003. Extent of Refunding. Subject to the other provisions of this Section 1003, the Refunding Notes shall refund all Notes outstanding at or after the effective date of any change in the law described in Section 1002. This Section 1003 shall not, however, be construed to require the refunding of any Note prior to the time such Note may be refunded on a tax-exempt basis, nor shall this Section 1003 be construed to require the refunding of any Note, if that refunding would result in greater cost to the County (including interest expense, professional fees and administrative outlays) than would arise if the Note were to remain outstanding.

1004. Confirmatory Action. Subsequent to any change in the law described in Section 1002, the Board shall convene to consider any terms of the Refunding Notes requiring specific ratification by the Board.

1005. Arbitrage Covenant and Tax Law Compliance. In the event tax-exempt Notes or Refunding Notes are issued pursuant to this Article X, the following covenants shall be observed by the County:

(i) the County will make no use of the proceeds of the Notes or Refunding Notes and will undertake no other intentional act with respect to the Notes or Refunding Notes which, if such use or act had been reasonably expected on the date of issuance of the Notes or Refunding Notes or if such use or act were intentionally made or undertaken after the date of issuance of the Notes or Refunding Notes, would cause the Notes or Refunding Notes to be “arbitrage bonds,” as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”), in the Regulations promulgated under Sections 103 and 148 of the Code or in any successor or supplementary provision of law hereinafter promulgated,
(ii) the County will undertake all actions as shall be necessary to maintain the Notes or Refunding Notes as obligations the interest on which qualifies for the tax exemption provided by Section 103(a) of the Code, including, where appropriate and without limitation, filing informational returns with the Secretary of Treasury, keeping accurate account of all monies earned in any fund, account or sub-account authorized by this Resolution or any resolution adopted in accordance with Section 1004 above, certifying cumulative cash flow deficits of the County and the local units, and investing any required portion of the gross proceeds of the Notes or Refunding Notes, whether on behalf of the County or the local units, in tax-exempt obligations or State and Local Government Series obligations, and

(iii) the County will make timely payment to the United States of any investment earnings, realized by the County on the gross proceeds of the Notes or Refunding Notes, as may be subject to rebate under Section 148(f) of the Code, and, to the extent required under applicable law or deemed by the Treasurer to be in the best interest of the County pursuant to written order, the County's obligation to make such payment to the United States shall also account for excess investment earnings realized by local units on all or a portion of the gross proceeds distributed to, and held by, the local units pursuant to Section 702.

(iv) the Treasurer shall be directed to take such actions and to enter into such agreements and certifications, on behalf of the County, as the Treasurer shall deem necessary or appropriate to comply with the foregoing covenants.

1006. Undertaking to Provide Continuing Disclosure. If necessary, this Board of Commissioners, for and on behalf of the County of INGHAM, hereby covenants and agrees, for the benefit of the beneficial owners of the Notes to be issued by the County, to enter into a written undertaking (the “Undertaking”) required by Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the “Rule”) to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form as approved by the Underwriter of the Notes. The Undertaking shall be enforceable by the beneficial owners of the Notes or by the Underwriter on behalf of such beneficial owners (provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the County's obligations hereunder and under the Undertaking), and any failure by the County to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Notes.

The County Treasurer or other officer of the County charged with the responsibility for issuing the Notes shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the County's Undertaking.

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote was as follows:

AYES:

NAYES:
ABSTAIN:

A sufficient majority having voted thereof, the resolution appearing above was adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I, Barb Byrum, Clerk for the County of Ingham, do hereby certify that the above and foregoing is a true and correct copy of the resolutions adopted by the Board of Commissioners of the County of Ingham Michigan on March x, 2020 as appears on record in my office, and that I have compared the same with the original that is a true transcript therefrom and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at Mason, Michigan this ___ day of March, 2020.

Barb Byrum, Ingham County Clerk

____________________________________

[SEAL]
AGENDA ITEM NO. 17

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

RESOLUTION #20 –

WHEREAS, the Ingham County Health Department (ICHD) operates Ingham Community Health Centers (ICHC), which provide primary health care services to more than 24,000 medically underserved individuals annually; and

WHEREAS, the Federally Qualified Health Center program as established through Section 330 of the Public Health Services Act requires a governing board with a majority of members who are patients of the health center; and

WHEREAS, the U.S. Department of Health and Human Services Health Resources and Services Administration (HRSA) has provided guidance that this requirement can be filled by a public entity FQHC through a co-applicant Community Health Center Board and a Board of Commissioners; and

WHEREAS, the ICHC Board must have established Bylaws in order to ensure compliance with federal stature and programmatic requirements as stipulated by Section 330 of the Public Health Services Act; and

WHEREAS, the ICHC Board has developed amended Bylaws to address outdated references and support Board Recruitment and Retention objectives, including the addition of ex-officio members through a Committee of Community Excellence committee and establishing a transition period for officer-elects; and

WHEREAS, the ICHC Board has reviewed and supports this amendment to their Bylaws; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize this amendment to the ICHC Board of Directors Bylaws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopt the amendment to the Bylaws developed by the ICHC Board of Directors.

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

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
   Nays:  None   Absent:  Morgan   Approved 03/16/2020
WHEREAS, Angela (Angie) Fay Travis joined the Ingham County Health Department on October 31, 1988 as a temporary Clerk Typist II in the Family Planning Prenatal Clinic in Women’s Health; and

WHEREAS, on November 23, 1988, Angie was hired full time in the Family Planning Clinic where she helped clients with Medicaid applications and the MOMS program; and

WHEREAS, on December 20, 1997 Angie’s title changed to “Community Health Representative II”; and

WHEREAS, on July 25, 2008 Angie moved to the Registration & Enrollment as a Community Health Representative II where she helped clients who are uninsured navigate the process of obtaining health care coverage and many other resources in our community; and

WHEREAS, Angie’s sense of humor, kindness, and caring spirit has enriched those fortunate enough to know and work with her; and

WHEREAS, Angie’s positive interaction with clients and staff demonstrated her diverse knowledge of many topics and subjects which allowed her to not only perform her duties accurately and timely, but also allowed her to contribute to assisting many co-workers and colleagues in achieving the same; and

WHEREAS, Angie’s skills, initiative, and positive support of her team members will be missed by her colleagues; and

WHEREAS, Angie will now have time to enjoy her many other interests such as gardening, her three boys and grandchildren; and

WHEREAS, after thirty-one years of service, Angela Fay Travis is retiring from her position in Registration & Enrollment at the Ingham County Health Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Angela Fay Travis for her many years of dedicated service to Ingham County Health Department and for the many contributions she has made to the clients and staff in Ingham County.

BE IT FURTHER RESOLVED, that the Board wishes Angie continued success in all of her future endeavors.
WHEREAS, William (Bill) Weiman began his career with Ingham County health Department (ICHD) in Adult Health on June 6th, 2011; and

WHEREAS, Bill provided quality of care for Adults at the Adult Health Clinic for 6 years; and

WHEREAS, in July of 2013, Bill applied for the Charge Nurse position and was promoted to this position, where he began managing the Nursing Staff; and

WHEREAS, Bill managed the clinical side of the adult Health Clinic and served patients with expertise while sharing his experience drawn from the military hospitals that he had worked in; and

WHEREAS, Bill has worked tirelessly and has been committed to excellence in all his interactions with staff and patients throughout his career here at the ICHD; and

WHEREAS, Bill’s passion for patient care has always been evident through his work, and in his relationships with patients and co-workers; and

WHEREAS, Bill’s sense of humor and jokes were always a pleasant part of his interaction with staff; and

WHEREAS, Bill’s humor and kindness were woven into his work and his positivity and joy in serving patients will truly be missed.

WHEREAS, after 8 years and 8 months of service, Bill Weiman is retiring from Ingham County Health Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honor William Weiman for his 8 years and 8 months of dedicated service and extends its sincere appreciation for the many contributions he has made to Ingham County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Bill and in all of his future endeavors.
WHEREAS, Steven Pittel, D.D.S. began his career with Ingham County in February of 2009 as a Dentist with Ingham County Health Department’s Community Health Centers; and

WHEREAS, in 2012 Dr. Pittel was promoted to Dental Director; and

WHEREAS, during Dr. Pittel’s career serving Ingham County Health Department and the citizens of Ingham County, Dr. Pittel made a profound impact on the patients he served by providing skilled and compassionate dental care; and

WHEREAS, his commitment to providing outstanding oral health care service, his commitment to professional integrity and his generosity have each helped the Ingham Community Health Centers grow and improve Oral Health Programs under his leadership; and

WHEREAS, Dr. Pittel retired from his position as Dental Director on February 14, 2020; and

WHEREAS, the Ingham Community Health Center Board, on behalf of the Health Centers, and the Health Officer on behalf of the Health Department, wish to recognize Dr. Pittel’s leadership and dedication.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Dr. Steven Pittel for his 11 years of dedicated service to Ingham County Health Department and extends its sincere appreciation to Dr. Pittel.

THEREFORE BE IT FURTHER RESOLVED, that Dr. Pittel is honored for his commitment and the many contributions he has made and for the positive impact he has had on the lives of the people in Ingham County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Dr. Pittel on his retirement and hopes for continued success in all of his future endeavors.

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert  
Nays: None  Absent: Morgan  Approved 03/16/2020
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONVERT JAIL MEDICAL NURSE POSITIONS
ICEA COUNTY PRO JAIL NURSE SCALE TO ICEA COUNTY PRO GRADE 8

RESOLUTION #20 –

WHEREAS, Ingham County Health Department’s Jail Medical Center wishes to convert each of the five Jail Nurse Position(s) #301212, #301213, #301214, #301215 and #301216 (all position numbers are currently classified within their own scale) from a 1.0 FTE ICEA County Pro Jail Nurse Scale ($45,736.56 to $54,905.41) into a 1.0 FTE ICEA County Pro Grade 8 ($59,140.99 to $70,997.30); and

WHEREAS, upon update of the Jail Nurse Job Description to align with current conditions and duties, the position was reclassified at an ICEA County Pro Grade 8 ($59,140.99 to $70,997.30) level; and

WHEREAS, the associated salary increase will also support greater competitiveness in attracting candidates and retaining current staff; and

WHEREAS, converting all five Jail Nurse Positions from a 1.0 FTE ICEA County Pro Jail Nurse Scale ($45,736.56 to $54,905.41) to 1.0 FTE ICEA County Pro Grade 8 ($59,140.99 to $70,997.30) will result in an increased total cost of $39,490 per year; below is the Jail Nurse Cost Analysis:

<table>
<thead>
<tr>
<th>Jail Nurse Positions Affected</th>
<th>Present Salary ICEA Jail Nurse Step 5</th>
<th>Proposed Salary ICEA Prof</th>
<th>Salary Increase</th>
<th>Fringe Benefit Increase</th>
<th>Increased Cost/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>301212</td>
<td>63,575</td>
<td>70,997</td>
<td>7,422</td>
<td>1,971</td>
<td>9,393</td>
</tr>
<tr>
<td>301213</td>
<td>63,575</td>
<td>70,997</td>
<td>7,422</td>
<td>1,971</td>
<td>9,393</td>
</tr>
<tr>
<td>301214</td>
<td>63,575</td>
<td>70,997</td>
<td>7,422</td>
<td>1,971</td>
<td>9,393</td>
</tr>
<tr>
<td>301215**</td>
<td>63,575</td>
<td>70,997</td>
<td>7,422</td>
<td>1,971</td>
<td>9,393</td>
</tr>
<tr>
<td>301216</td>
<td>63,575</td>
<td>70,997</td>
<td>7,422</td>
<td>1,971</td>
<td>9,393</td>
</tr>
<tr>
<td><strong>Present Position is redlined and is a filled position, when it becomes vacant is will be an ICEA Prof. Grade 8;</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Increased Cost</td>
<td>31,204</td>
<td>8,286</td>
<td></td>
<td></td>
<td>39,490</td>
</tr>
</tbody>
</table>

WHEREAS, the increased costs will covered in FY 2019 by cost savings from the duration positions were vacant and, ongoing, the increased costs will require an increase in General Fund allocation to Jail Medical; and

WHEREAS, the Health Officer and Ingham Community Health Center Board recommend converting the five Jail Nurse Position(s) #301212, #301213, #301214, #301215 and #301216 (all position numbers are currently classified within their own scale) from a 1.0 FTE ICEA County Pro Jail Nurse Scale ($45,736.56 to $54,905.41) into a 1.0 FTE ICEA County Pro Grade 8 ($59,140.99 to $70,997.30) for a total increased cost of $39,490 annually effective April 1, 2020.
THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of the five Jail Nurse Position(s) #301212, #301213, #301214, #301215 and #301216 (all position numbers are currently classified within their own scale) from a 1.0 FTE ICEA County Pro Jail Nurse Scale ($45,736.56 to $54,905.41) into a 1.0 FTE ICEA County Pro Grade 8 ($59,140.99 to $70,997.30) for a total increased cost of $39,490 annually effective April 1, 2020.

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

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

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Nays:  None  Absent:  Morgan  Approved 03/16/2020
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO IMPLEMENT AN ONLINE TICKETING SYSTEM FOR THE INGHAM COUNTY FAIR

RESOLUTION #20 –

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors for the purpose of entering into a contract to provide a turnkey online ticketing company for the Fair; and

WHEREAS, an online ticketing system will allow for discounted tickets to be sold in advance of the fair; and

WHEREAS, an online ticketing system will streamline and make our operations more efficient; and

WHEREAS, after careful review and evaluation of the proposal received, the Fair Board recommends that a contract be awarded to Tix, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Tix, Inc. for a term of three years with an option to renew for an additional 2-year period, effective upon the execution of the contract.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Ingham County Fair to purchase 1 Boca Systems Ticket Printer with the cost of $1,500 being deducted from the amount owed to the fair by the vendor at the conclusion of the ticket sales.

BE IT FURTHER RESOLVED, that Tix, Inc. will collect a $1 fee on each ticket as well as 5% per transaction which will be passed on to the purchaser.

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: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
        Nays: None    Absent: Morgan    Approved 03/16/2020
Resolutions

RESOLUTION TO AUTHORIZE APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO BUNKER ROAD LANDING

RESOLUTION #20 –

WHEREAS, the Parks and Recreation Commission supports the submission of an application titled Bunker Rd Landing Improvements, TF20-0040 to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Bunker Road Landing, Eaton Rapids, Michigan; and

WHEREAS, the proposed application is supported by the Community’s 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years’ grant cycle through April 1, 2020; and

WHEREAS, a public meeting was held on February 24, 2020 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of $62,000 matching funds from the Parks 208 Fund Balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for $50,000 for park and accessibility improvements at Bunker Road Landing, and further resolves to make available its financial obligation amount of $62,000 from the Parks 208 fund balance (55%) of a total $112,000 project cost, during the 2021 fiscal year.

BE IT FURTHER RESOLVED, that the County Attorney is hereby authorized to sign the Documentation of Site Control for Michigan Natural Resources Trust Fund Grant Applications Form PR5750-4.

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: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Abs: None  Approve: Morgan  Approved 03/16/2020
RESOLUTION TO AUTHORIZE APPLICATION FOR A MICHIGAN NATURAL RESOURCES
TRUST FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS
TO LAKE LANSING PARK SOUTH

RESOLUTION #20 –

WHEREAS, the Parks and Recreation Commission supports the submission of an application titled Lake Lansing Park South Improvements, TF20-0039 to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Lake Lansing Park South, Haslett, Michigan; and

WHEREAS, the Michigan Department of Natural Resources Trust Fund application includes an accessible canoe/kayak launch, asphalt paving of the parking lot with ADA accessible parking spaces, and drainage improvements around the newly paved parking area, including a bio-swale with native plantings; and

WHEREAS, the proposed application is supported by the Community’s 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this year’s grant cycle through April 1, 2020; and

WHEREAS, a public meeting was held on February 24, 2020 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of $335,200 matching funds, which includes $59,000 from the Trails and Parks Millage Fund Balance previously authorized in Resolution #19-119, $11,500 from 2019 CIP line item 228-75999-97400-9P14, and an additional $264,700 from the Trails and Parks Millage Fund Balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for $300,000 for park and accessibility improvements at Lake Lansing Park South, and further resolves to make available its financial obligation amount of $335,200, which includes $59,000 from the Trails and Parks Millage Fund Balance previously authorized in Resolution #19-119, $11,500 from 2019 CIP line item 228-75999-97400-9P14, and an additional $264,700 from the Trails and Parks Millage Fund Balance, (53%) of a total $635,200 project cost, during the 2020 fiscal year.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes reallocating/carry over $59,000 previously authorized for this project in Resolution #19-119 from the Trails and Parks Millage Fund Balance for this grant application and reallocating/carry over $11,500 from 2019 CIP line item 228-75999-97400-9P14.
BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional $264,700 from the Trails and Parks Millage fund balance.

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:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert  
   Nays:  None  Absent:  Morgan  
**Approved 03/16/2020**
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH E.T. MACKENZIE COMPANY

RESOLUTION #20 –

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to construct a pervious concrete walkway at Hawk Island County Park; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to E.T. MacKenzie Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with E.T. MacKenzie Company for the base bid in the amount of $27,464, and a contingency of $4,000 for a total amount not to exceed of $31,464 for the purpose of constructing a pervious concrete walkway at Hawk Island County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through August 1, 2020.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-75999-974000-20P13 for the project.

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

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Nays: None  Absent: Morgan  Approved 03/16/2020
MARCH 24, 2020
AGENDA ITEM NO. 26

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE CONTRACTS FOR POLICE PATROLS
IN INGHAM COUNTY PARKS

RESOLUTION #20 –

WHEREAS, Ingham County Parks is requesting police patrols in the parks; and

WHEREAS, for 2020 the Parks Department will work with the County legal department to contract with the City of Lansing, Meridian Township, and to continue to work with Ingham County Sheriff’s Office to provide patrols.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with the City of Lansing in an amount not to exceed $10,000, Meridian Township in an amount not to exceed $10,000, and continue to work with and utilize the services of the Ingham County Sheriff’s Office in an amount not to exceed $10,000 for police patrols in Ingham County Parks.

BE IT FURTHER RESOLVED, that the agencies will be reimbursed for services as the County Parks are invoiced for services provided.

BE IT FURTHER RESOLVED, that the contracts shall be effective the date of execution through December 31, 2020.

BE IT FURTHER RESOLVED, that there are funds available in line item #208-75200-823100.

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: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Nays: None    Absent: Morgan    Approved 03/16/2020
WHEREAS, Ingham County Health Department's (ICHD) Maternal and Child Health Division (MCHD) wishes to enter into an agreement with the Michigan Public Health Institute (MPHI) to develop a web application for creating a more streamlined referral process and client tracking workflow for MCHD’s four home visiting programs; and

WHEREAS, staff at MPHI have extensive experience creating data systems that reduce the burden of data collection while increasing the ability to monitor and report on key metrics; and

WHEREAS, MPHI will charge ICHD $12,960 to develop the web application; and

WHEREAS, after the initial web application development there will be a $2,460.00 website hosting fee due annually; and

WHEREAS, this agreement will be effective March 24, 2020 through March 23, 2021 and will auto-renew on an annual basis; and

WHEREAS, the costs associated with this agreement are included in the Fiscal Year 2020 Budget; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners approve entering into an agreement with MPHI for developing a web application to create a more streamlined referral process and client tracking workflow for $15,420 the first year and $2,460 each subsequent year, effective March 24, 2020 through March 23, 2021 and will auto-renew on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MPHI for developing a web application to create a more streamlined referral process and client tracking workflow for $15,420 the first year and $2,460 each subsequent year, effective March 24, 2020 through March 23, 2021 and will auto-renew on an annual basis.

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

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Nays:  None    Absent: Morgan    Approved 03/16/2020
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #20-031 TO ADD 1.0 FTE BEHAVIORAL HEALTH CONSULTANT TO SUPPORT COLLABORATIVE CARE MODEL

RESOLUTION #20 –

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) maintains a collaborative services and referral agreement with Community Mental Health Authority of Clinton, Eaton and Ingham County (CMH-CEI) for mental health therapist services, as authorized through Resolution #20-031; and

WHEREAS, the CHCs wish to expand this agreement to include an additional 1.0 FTE Behavioral Health Consultant to provide case management, assessment and behavioral health services as part of the adoption of a Collaborative Care Model (CCM) for psychiatry services in the CHCs; and

WHEREAS, CCM is an evidence-based model, which maximizes access to limited psychiatrist resources; and

WHEREAS, the amendment to the CMH CEI agreement will increase the total contract amount up to $85,000.00 annually for the costs of 1.0 FTE Behavioral Health Consultant; and

WHEREAS, the costs will be covered through billable services performed by the contracted Behavioral Health Consultant; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support amending the CMH-CEI Collaborative, Services and Referral Agreement to include an additional 1.0 FTE Behavioral Health Consultant to support a Collaborative Care Model for psychiatry services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amendment to the Collaboration, Services and Referral Agreement between Ingham County and the Community Mental Health Authority of Clinton, Eaton, Ingham Counties to add 1.0 FTE Behavioral Health Consultant to provide case management, assessment and behavioral health services as part of a Collaborative Care Model for the Community Health Centers.

BE IT FURTHER RESOLVED, that the additional 1.0 FTE Behavioral Health Consultant shall increase the annual contract amount by up to $85,000.00.

BE IT FURTHER RESOLVED, that this amendment will be effective April 1, 2020 and shall remain in effect through the duration of the term of the Collaborative, Services and Referral Agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
     Nays: None     Absent: Morgan     Approved 03/16/2020
MARCH 24, 2020
AGENDA ITEM NO. 29

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CROSSROADS NUTRITION THERAPY, LLC

RESOLUTION #20 –

WHEREAS, Ingham County Health Department's (ICHD) Community Health Center’s (CHC) Ryan White Program serves people living with HIV within the Ingham County area; and

WHEREAS, ICHD seeks to enter into an agreement with Crossroads Nutrition Therapy, LLC, to provide oversight to Ryan-White funded medical nutrition services by a registered dietitian for people living with HIV; and

WHEREAS, this agreement with Crossroads will help to ensure medical nutrition services are in accordance with the most current and evidence based medical nutrition knowledge, and will provide individual or group medical nutrition therapy to people living with HIV as needed; and

WHEREAS, providing the medical nutrition services via a contract with Crossroads Nutrition Therapy, LLC is the most cost effective solution to secure medical nutrition services specific for people living with HIV for the limited number of hours required; and

WHEREAS, Crossroads Nutrition Therapy, LLC, shall provide approximately four (4) hours a week of Registered Dietitian medical nutrition services at a rate of $52.00 per hour, for a total amount not to exceed $10,816.00 annually; and

WHEREAS, the contract costs are budgeted and covered through Ryan White funding, accepted through Resolution #17-355 and Resolution #19-309, and continuation of the service agreement shall be contingent upon sustained funding; and

WHEREAS, the Ingham Health Center Board and the Health Officer recommend entering into an agreement with Crossroads Nutrition Therapy, LLC for medical nutrition services by a registered dietitian for an amount not to exceed $10,816.00 annually effective April 1, 2020 through September 30, 2020, and this agreement will renew automatically on an annual basis contingent upon sustained funding.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with Crossroads Nutrition Therapy, LLC for medical nutrition services by a registered dietitian for an amount not to exceed $10,816.00 annually effective April 1, 2020 through September 30, 2020, and his agreement will renew automatically on an annual basis contingent upon sustained funding.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
HUMAN SERVICES:  **Yeas:**  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert  
**Nays:**  None  
**Absent:**  Morgan  
**Approved 03/16/2020**
Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH LICENSED MEDICAL PROVIDERS

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) seeks authorization to contract with licensed medical providers (Physicians, Nurse Practitioners, and Physician Assistants) for limited temporary coverage or equivalent staff position vacancies; and

WHEREAS, ICHD’s Community Health Centers (CHCs) have experienced vacancies in medical provider positions, particularly Physician positions, throughout the Ingham CHC locations; and

WHEREAS, temporary and prolonged vacancies in medical provider positions affect access to care for patients and affect collaborative arrangements between Nurse Practitioner and Physician Assistant positions, which require a supervising Physician; and

WHEREAS, contracting for temporary partial service hours (less than full time status) from local licensed providers, particularly retired or former employees in good standing, offers an effective coverage alternative to costly Locum Tens services; and

WHEREAS, the Health Centers require a contractual option, in addition to existing recruiting efforts and Locum Tens service agreements, in order to be flexible and capture available provider services that maintain service delivery levels and revenue generation until the time that the permanent positions can be successfully filled; and

WHEREAS, the CHCs have been successful in covering Dentist vacancies through similar contracts; and

WHEREAS, the same degree of flexibility to directly contract, in addition to existing recruiting efforts and Locum Tens service agreements, is needed in order to capture available provider services that can help maintain service delivery levels and revenue generation until permanent positions are successfully filled; and

WHEREAS, service contacts would be effective for Calendar Year 2020 (January 1, 2020 through December 31, 2020), and rates shall not exceed the hourly rate of the equivalent staff position salary:

<table>
<thead>
<tr>
<th>Medical Provider</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physicians (Internal Medicine or Family Medicine)</td>
<td>$86.92/hour</td>
</tr>
<tr>
<td>Nurse Practitioners</td>
<td>$46.34/hour</td>
</tr>
<tr>
<td>Physician Assistants</td>
<td>$46.34/hour</td>
</tr>
</tbody>
</table>

WHEREAS, the costs of medical provider temporary agreements shall be covered through the total unexpended budget of vacant positions; and
WHEREAS, authorization for these agreements shall renew each calendar year and rates adjust for salary increases with each year; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes ICHC medical provider services contracts with licensed Physicians, Nurse Practitioners, and Physician Assistants for coverage or equivalent staff position vacancies effective January 1, 2020 through December 31, 2020 and will auto-renew annually.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes ICHC medical provider services contracts with licensed Physicians, Nurse Practitioners, and Physician Assistants for coverage or equivalent staff position vacancies for calendar year 2020 (January 1, 2020 through December 31, 2020) at the following rates:

<table>
<thead>
<tr>
<th>Medical Professional</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physicians (Internal Medicine or Family Medicine)</td>
<td>$86.92/hour</td>
</tr>
<tr>
<td>Nurse Practitioners</td>
<td>$46.34/hour</td>
</tr>
<tr>
<td>Physician Assistants</td>
<td>$46.34/hour</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that total costs of ICHC Medical Provider service agreements shall not exceed unexpended budgeted amounts of vacant positions within the budget period.

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

**HUMAN SERVICES:**  **Yea$:** Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert  
**Nays:** None  **Absent:** Morgan  **Approved 03/16/2020**
WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) seeks to enter an agreement with MSU Health Team for psychiatry services through Dr. Zakia Alavi; and

WHEREAS, currently, the CHCs provide very limited access to psychiatry services through a temporary locum-tens direct services agreement; and

WHEREAS, the CHCs require expertise and technical support to expand and sustain psychiatry access for patients despite professional shortages in Lansing and across the State by establishing a Collaborative Care Model (CCM) for psychiatry services; and

WHEREAS, CCM is an evidence-based model, which maximizes access to limited psychiatrist resources; and

WHEREAS, through this agreement with MSU Health Team, Dr. Alavi will provide consultation to develop and implement CCM through the Ingham Community Health Centers, and provide associated psychiatric services through the CCM; and

WHEREAS, there is a shortage of licensed Psychiatrists across the state and in the greater Lansing area; and

WHEREAS, there are limited effective and sustainable alternatives to maximize limited psychiatry resources to meet the needs of CHC patients; and

WHEREAS, the agreement will be for 12 hours a week (0.3 FTE) of Dr. Alavi’s services at the rate of $190.00 per hour; and

WHEREAS, the costs of this agreement are covered through the funds already budgeted for FY 2020 for contractual psychiatry services and through revenue generated through billable services associated with the contract; and

WHEREAS, the Ingham CHC Board and the Health Officer support entering this agreement with MSU Health Team for Dr. Zakia Alavi’s services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MSU Health Team for Dr. Zakia Alavi’s services to support implementation of a CCM to expand access to psychiatry services throughout the CHCs effective April 1, 2020 through March 30, 2021, and auto-renew annually.
BE IT FURTHER RESOLVED, that the costs of the agreement shall be for 0.3 FTE of Dr. Zakia Alavi’s services at the hourly rate of $190.00/hr.

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

**HUMAN SERVICES: **Yea: Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert  
    Nays: None   Absent: Morgan   Approved 03/16/2020
Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPOINTING STEFANI C. GODSEY AS ATTORNEY MAGISTRATE FOR THE 55TH DISTRICT COURT

RESOLUTION #20 –

WHEREAS, Magistrate Mark E. Blumer retired from the court on March 6, 2020; and

WHEREAS, Stefani C. Godsey is a licensed attorney in the State of Michigan; and

WHEREAS, Stefani C. Godsey is a registered elector in the County of Ingham; and

WHEREAS, Stefani C. Godsey has been selected by the District Court judges to replace Magistrate Mark E. Blumer; and

WHEREAS, MCL 600.8501 requires that the appointment of a magistrate in the District Court be approved by the County Board of Commissioners before a person assumes the duties of magistrate.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the appointment of Stefani C. Godsey as magistrate for the 55th District Court.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None  Absent: None  Approved 03/12/2020
WHEREAS, Judge Thomas Boyd was appointed to the bench of the 55th District Court on June 29, 2005, to fill the vacancy created upon the retirement of the Honorable Pamela McCabe; and

WHEREAS, Judge Boyd leads the 55th District Court Mental Health Court (MHC) team, an incentive-based motivational program founded on Recovery Oriented Systems of Care (ROSC) principles designed to engage participants in treatment with the goals of improving their lives and reducing recidivism; and

WHEREAS, Judge Boyd established and presides over the Domestic Violence (DV) Court, a local administrative order allows all DV cases be assigned to Judge Boyd after adjudication, the DV Court works closely with EVE, Inc., and other community groups to provide as much protection as possible for women and children who find themselves in violent situations; and

WHEREAS, he was selected to participate in the Michigan Supreme Court’s Pilot Project on Jury Reform in 2008, in 2012 the project was recognized by the National Center on State Courts with the G. Thomas Munsterman Award for Jury Innovation; and

WHEREAS, in 2011, Judge Boyd was appointed by the Governor to the Indigent Defense Advisory Commission, in 2014 he was appointed to the legislatively created Michigan Indigent Defense Commission and reappointed in 2018; and

WHEREAS, as an appointee, Judge Boyd represents the Michigan District Judge’s Association (MDJA), he was also appointed by the Governor to serve as Chair of the legislatively created Michigan Trial Court Funding Commission and in 2019 was designated by Michigan Supreme Court Chief Justice Bridget McCormack as a member of the Michigan Joint Task Force on Jail and Pretrial Incarceration; and

WHEREAS, Judge Boyd is leaving his position as 55th District Court Judge to serve as State Court Administrator.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the Honorable Judge Thomas Boyd for his years of service as Judge for the 55th District Court and for his commitment to improve the law, legal system and administration of justice.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None Absent: None Approved 03/12/2020
Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN ADDITIONAL COMPUTER TECHNICIAN POSITION FOR THE 9-1-1 CENTER

RESOLUTION #20 –

WHEREAS, Ingham County 9-1-1 Center has many technological projects in process that has caused a need for additional ongoing technology support impacting the service provided to other County departments; and

WHEREAS, best practices recommend ensuring that there is an adequate knowledge repository to guarantee continuity of operations should an adverse event occur which can be facilitated by this new position; and

WHEREAS, the 9-1-1 Telephone Fund is an appropriate source to fund the position (UAW I, 2020 Personnel Cost Projection Step 5, $90,978); and

WHEREAS, the process to add an additional position has been followed; and

WHEREAS, Human Resources and the UAW Chairperson are both in agreement with adding this position.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby approve the addition of a Computer Technician I position (UAW I) to the Innovation and Technology Department to be assigned to the 9-1-1 Center.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the 9-1-1 Emergency Telephone fund.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
  Nays: None  Absent: None  Approved 03/12/2020
MARCH 24, 2020
AGENDA ITEM NO. 35

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TRANE US INC. FOR THE
HVAC SYSTEM AND SPLIT UNIT FOR THE 9-1-1 CENTER’S BACKUP LOCATION
AT THE ROAD DEPARTMENT

RESOLUTION #20 –

WHEREAS, the HVAC system in the lower level of the 9-1-1 Center’s backup location is in need of replacement; and

WHEREAS, the system to maintain temperature for the 9-1-1 Center’s backup location’s server room is in need of replacement; and

WHEREAS, Trane US Inc., is on the US Communities Co-operative contract (USC 15-JLP-023), therefore three quotes are not required which is consistent with the County’s Purchasing Policy; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Trane US Inc., who submitted a proposal of $28,175.00 for the lower level HVAC system replacement and $7,450.00 for the server room A/C split unit at the 9-1-1 Center backup location; and

WHEREAS, the Facilities Department is requesting a contingency of $1,000.00 for unforeseen circumstances; and

WHEREAS, funds for this project are available through the 9-1-1 Emergency Telephone Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Trane US Inc., 3350 Pine Tree Road, Lansing, Michigan 48911 for the replacement of the HVAC system and A/C split unit at the 9-1-1 backup center located at the Road Department for an amount not to exceed $36,625.00 which includes a $1,000.00 contingency.

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

BE IT FURTHER RESOLVED, that the 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.

LAW & COURTS:  Yeas:  Slaughter, Polsdofar, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays:  None    Absent:  None    Approved  03/12/2020
MARCH 24, 2020
AGENDA ITEM NO. 36

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE CONTRACTS WITH IDENTIFIED SERVICE PROVIDERS
AS AUTHORIZED BY THE JUSTICE MILLAGE

RESOLUTION #20 –

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, on November 27, 2018 the Board of Commissioners adopted a Resolution 18-497 that included approximately $99,000/year to fund several Ingham County Sheriff’s Office coordinated programs that include, Break Out/Moral Recognition Therapy, Trauma Centered Yoga, and Seeking Safety (Attachment #1); and

WHEREAS, specific vendors have been identified as having the requisite qualifications to provide approved programs and have done so for the jail population or justice involved persons previously; and

WHEREAS, the following providers have been selected after a Purchasing Department Request for Proposal response review:

Break Out/MRT and Seeking Safety provided by Cognitive Consultants, LLC.

Trauma Centered Yoga provided by Deb Hart Body Connection Yoga

WHEREAS, these vendors have proposed multiyear service agreements and are prepared to resume or initiate service to the County immediately upon contract completion.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Corporate Counsel to proceed with agreements between the identified vendors and the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed $52,800/year with Cognitive Consultants, LLC for Breakout and Seeking Safety services as described in Attachment #1 for the period of May 1, 2020 through December 31, 2021.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed $15,600/year with Deb Hart Body Connection Yoga for services as described in Attachment #1 for the period of May 1, 2020 through December 31, 2021.

BE IT FURTHER RESOLVED, that funds for these contracts will come from the Justice Millage.
BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2020 and 2021 budgets consistent with this resolution.

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

**LAW & COURTS:** **Yea**s: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer  
Nays: None  
Absent: None  
Approved 03/12/2020
WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch; and

WHEREAS, the Ingham County 9-1-1 Central Dispatch was awarded $501,724.80 from a federal 9-1-1 Grant Program by the State 9-1-1 Office to provide funding for the purchase of a NextGen 9-1-1 telephone system; and

WHEREAS, acceptance of the grant award was authorized by the Board of Commissioners under Resolution #20-051; and

WHEREAS, the State 9-1-1 Office notified Ingham County 9-1-1 Central Dispatch that the amount awarded Ingham County 9-1-1 Central Dispatch was increased to $529,598.40.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes acceptance of the 9-1-1 Grant Program in the amended amount of $529,598.40 to provide funding for the purchase of a NextGen 9-1-1 telephone system.

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

LAW & COURTS:  Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer  
Nays: None  Absent: None  Approved 03/12/2020
MARCH 24, 2020
AGENDA ITEM NO. 38

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR DISPATCH CONSOLES
TO BUILD OUT THE 9-1-1 BACKUP CENTER

RESOLUTION #20 –

WHEREAS, the Ingham County 9-1-1 Center is creating a backup site which requires 12 dispatch consoles; and

WHEREAS, the backup 9-1-1 center will serve as a safety net in the event the main 9-1-1 Center should go dark or in the event of an evacuation and will serve as a training site for the radio system and new 9-1-1 phone systems; and

WHEREAS, THIS PURCHASE WILL BE MADE USING National Cooperative Purchasing Alliance pricing, and

WHEREAS, the funds are available in the 9-1-1 Emergency Telephone fund balance.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of 12 Watson Dispatch Consoles in the amount of $52,724.25.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the 9-1-1 Emergency Telephone fund balance.

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.

LAW & COURTS:  Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
               Nays: None    Absent: None    Approved 03/12/2020
WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, several fire departments in Ingham County rely on radio pagers for being alerted and dispatched to calls by the 9-1-1 Center; and

WHEREAS, replacement of current radio pagers is a necessary part of our transition to the Michigan Public Safety Communications System (MPSCS) radio system because the radio pagers used today will not function on the MPSCS radio system; and

WHEREAS, only the Unication pager will work on the MPSCS radio system; and

WHEREAS, the Unication pagers are not manufactured or sold by Motorola, so they were not a part of the Motorola radio project directly; and

WHEREAS, this resolution will replace all fire department radio pagers, chargers, setup and programming of the pagers, and an extended warranty to include a full five (5) years; and

WHEREAS, this is a purchase from State of Michigan (SOM) contract #071B6600085, from an authorized vendor listed in the contract; and

WHEREAS, in addition to the SOM contract price, the manufacturer provided promotions including buy 10, get one free purchasing of the pagers and extension of the warranty from 2 years to 5 at no additional cost; and

WHEREAS, funds for this project are available within the fund balance of the 9-1-1 Emergency Telephone fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of the Unication pagers, chargers, programming services, and extended warranty as quoted at $185,805.66 with a final cost of this purchase not to exceed $190,000.00.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary contract/purchase order documents that are consistent with this resolution and approved as to form by the County Attorney.

**LAW & COURTS:** **Yeas:** Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer

**Nays:** None  **Absent:** None  **Approved 03/12/2020**
BOARD OF COMMISSIONERS LATE AGENDA MARCH 24, 2020

LATE PETITIONS AND COMMUNICATIONS

A MEMO FROM HUMAN RESOURCES DIRECTOR SUE GRAHAM REGARDING THE RESOLUTION ADOPTING A HEALTH ADVISORY LEAVE

A MEMO FROM HEALTH OFFICER LINDA VAIL REGARDING AUTHORIZATION OF MARKET SALARY EXCEPTION INCREASES FOR CRITICAL PROVIDER POSITIONS OF THE HEALTH DEPARTMENT

SUBSTITUTE ATTACHMENT

RESOLUTION ADOPTING A HEALTH ADVISORY LEAVE

SUBSTITUTE RESOLUTIONS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH LICENSED MEDICAL PROVIDERS

RESOLUTION TO AUTHORIZE THE PURCHASE OF UNICATION RADIO PAGERS FOR FIRE DEPARTMENTS IN INGHAM COUNTY

LATE RESOLUTIONS

RESOLUTION AUTHORIZING A SUPPLEMENTAL EMPLOYEE VACATION LEAVE ACCRUAL BANK BUYOUT

RESOLUTION TO AUTHORIZE MARKET SALARY EXCEPTION INCREASES FOR CRITICAL PROVIDER POSITIONS OF THE HEALTH DEPARTMENT

RESOLUTION TO ACCEPT DONATED FUNDS, EQUIPMENT AND SUPPLIES FOR THE HEALTH DEPARTMENT AND THE COMMUNITY HEALTH CENTERS TO AID IN THE COVID-19 HEALTH CRISIS
BACKGROUND
The recent outbreak of the COVID-19 virus pandemic emphasizes the need for policies and procedures in response to public health advisories. One such need is for a policy to govern paid leave for Ingham County employees unable to work due to illness, caregiving responsibilities and/or voluntary or mandatory self-quarantine requirements issued by state, local or federal health officials related to a health advisory. The Health Advisory Leave Policy is proposed for adoption by the Ingham County Board of Commissioners to address this need. The policy is proposed to be effective retroactive to March 10, 2020, the date upon which the current state of emergency was declared by Michigan Governor Gretchen Whitmer and through March 16, 2020 for other than temporary and seasonal employees. After March 16, 2020, Policy 221, Suspension of County Operations, is operative to fill this need upon the declaration of suspension of County operations effective March 17, 2020 through April 5, 2020. Following April 5, this need will be addressed by the federal Emergency Family and Medical Leave Act and the Emergency Paid Sick Leave Act. Eligible temporary and seasonal employees will be provided with Health Advisory Leave from March 10, 2020 through April 5, 2020 and thereafter by the federal Emergency Family and Medical Leave Act and the Emergency Paid Sick Leave Act to the extent previously scheduled hours of work would otherwise be uncompensated.

ALTERNATIVES
In the absence of paid Health Advisory Leave, employees would be required to utilize other paid leave to the extent of their accruals and/or take leave without pay, resulting in the potential for extreme financial hardship as the result of an illness subject to a public health advisory. Exhaustion of other leave of absence provisions may also potentially result in loss of employment.

FINANCIAL IMPACT
The financial impact of application of the Health Advisory Leave policy is dependent upon the frequency and extent of any declaration of a public health advisory and the degree to which employees will be required to utilize Health Advisory Leave under the circumstances of a public health advisory.

STRATEGIC PLANNING IMPACT
The adoption of a Health Advisory Leave Policy is in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:
Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS
Adoption of the proposed Health Advisory Leave Policy is consistent with action taken by other Michigan municipalities.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to adopt the Health Advisory Leave Policy.
TO: Board of Commissioners

FROM: Linda S. Vail, MPA, Health Officer

DATE: March 10, 2020

SUBJECT: Authorization of Market Salary Exception Increases for Critical Provider Positions of the Health Department.

For the meeting agendas of March 30th, 31st, and April 2nd

BACKGROUND

Ingham County Health Department's (ICHD) and the Ingham Community Health Centers recommend Market Salary Exceptions for critical provider positions in order to reduce turnover and vacancies in critical roles which impact patient care and public health. Provider positions, including Physicians, Advance Practice Professionals (Nurse Practitioners and Physician Assistants), as well as Dentists and Dental Hygienists, generate revenue through billable health services, which accounts for over 51% of ICHC’s budget revenue. Losses and gaps in provider positions result in lost revenue, not to mention reduced service delivery, patient care disruption, and provider burnout. A market study performed in 2019 analyzed Ingham’s salary rates compared with comparable FQHC salaries and local talent competitors and identified significant pay gaps between Ingham Community Health Centers and other FQHC’s competing for talent in Michigan. Overall, Ingham has fallen behind competitive salary standards for critical provider positions, which has hindered provider recruitment and retention resulting in impacts to service delivery and fiscal sustainability.

It is the recommendation of the Health Officer and the Ingham Community Health Center Board of Directors that the salaries for providers be raised to a competitive level. The representative union, the Michigan Nurses Association (MNA), also supports the recommended increases for Nurse Practitioners. Below are the recommended pay scales adjustments, which place the salary target within the average to higher step range of the scale. The recommended market exception salary ranges achieve target Market Salary:

<table>
<thead>
<tr>
<th>Position (Title)</th>
<th>Current Classification/ Grade</th>
<th>Salary Max (Step 5)</th>
<th>Recommended Mkt Exception Classification/ Grade</th>
<th>Salary Max (step 5)</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician - Internal Medicine and Family Practice</td>
<td>MCF E</td>
<td>$180,810</td>
<td>MCF F</td>
<td>$209,425</td>
<td>$28,615</td>
</tr>
</tbody>
</table>
**This scale is a 10% increase of the current maximum scale (MCF F). This scale would need to be created and added to the MCF salary rates.

**ALTERNATIVES**
The Health Department has already deployed non-salary benefits and incentives, with little effect on retention and recruitment rates. Providers play a critical role in the ability of Ingham Community Health Centers and the Health Department to ensure public health and provide high quality access to care for Ingham County residents, especially those who are low income and medically underserved. In order for Ingham to remain competitive in attracting and retaining high caliber providers who can provide top quality care to our most vulnerable community members, Ingham needs to raise provider salary rates to match the value these professionals bring to our organization and mission.

**FINANCIAL IMPACT**
It is recommended that these Market Salary Exception be implemented the first full pay period following approval, within the current fiscal year and be reflected in the proposed FY 2021 budget.

*Increased Costs - CHC:*

<table>
<thead>
<tr>
<th>Position (Title)</th>
<th>Current # of FTE CHC</th>
<th>Current Max</th>
<th>Proposed Max</th>
<th>Cost Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician - Internal Medicine and Family Practice</td>
<td>4.0</td>
<td>$180,810</td>
<td>$209,425</td>
<td>$114,460</td>
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<tr>
<td>Nurse Practitioner</td>
<td>11.75</td>
<td>$96,400</td>
<td>$112,289</td>
<td>$186,696</td>
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<tr>
<td>Physician Assistant</td>
<td>3.0</td>
<td>$96,400</td>
<td>$112,289</td>
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<tr>
<td>Dentist</td>
<td>3</td>
<td>$136,348</td>
<td>$147,601</td>
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</tr>
<tr>
<td>Medical Director</td>
<td>1</td>
<td>$209,425</td>
<td>$230,367</td>
<td>$20,942</td>
</tr>
<tr>
<td>Dental Director</td>
<td>1</td>
<td>$147,601</td>
<td>$180,810</td>
<td>$33,209</td>
</tr>
<tr>
<td>TOTAL Cost Increase – 511 FUND</td>
<td></td>
<td></td>
<td></td>
<td>$436,733</td>
</tr>
</tbody>
</table>

These increased salaries, if applied to all current budgeted positions, would result in a maximum budget increase of $436,733. The additional costs of these positions would be covered through unspent budgeted salary for vacant positions, billable revenue, operational surplus, and 340B Pharmacy savings generated through productivity attained via 100% staffing levels in provider positions. Reductions in costs associated with Locum Tens placements will also support the
financial viability of making these necessary market increases to provider salaries. These increases would not require any additional General Fund allocation.

### Increased Costs – Public Health

<table>
<thead>
<tr>
<th>Position (Title)</th>
<th>Current # of FTE</th>
<th>Current Max (Step 5)</th>
<th>Proposed Max (Step 5)</th>
<th>Cost Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurse Practitioner</td>
<td>1.75</td>
<td>$96,400</td>
<td>$112,289</td>
<td>$27,805</td>
</tr>
<tr>
<td>Medical Director</td>
<td>1</td>
<td>$209,425</td>
<td>$230,267</td>
<td>$20,842</td>
</tr>
<tr>
<td>Jail Medical Provider</td>
<td>1.0</td>
<td>$96,400</td>
<td>$112,289</td>
<td>$18,739</td>
</tr>
<tr>
<td><strong>TOTAL COST INCREASE -221 FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$67,486</strong></td>
</tr>
</tbody>
</table>

For public health (non-health center Health Department positions, including positions #601002 (Public Health Medical Director), #601521 (Jail medical Provider), position #601242, (Nurse Practitioner for Youth Center and STI) and position # 601527 (0.75 Nurse Practitioner for Healthy Start Strong Start), will require an increase in General Fund allocation to the 221 Fund of a maximum of $67,486.

### STRATEGIC PLAN

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

### OTHER CONSIDERATIONS

There are no other considerations.

### RECOMMENDATION

Based on the information presented, I respectfully recommend authorization to make the recommended market salary increases to support provider recruitment and retention objectives, which in turn support the patient care and public health objectives of the Health Department.
DRAFT Provider Compensation Analysis and Recommendation Report

Ingham Community Health Centers has experienced extended periods of vacancies in provider positions, which result in financial loss from expected productivity, limited capacity to serve community demand, and disrupted patient care. Provider recruitment and retention is a key priority for any primary health care practice. Provider positions, including Physicians, Advance Practice Professionals (Nurse Practitioners and Physician Assistants), as well as Dentists and Dental Hygienists, generate revenue through billable health services, which accounts for over 51% of ICHC’s budget revenue. Losses and gaps in provider positions result in lost revenue, not to mention reduced service delivery, patient care disruption, and provider burnout. On average, Physician and Dentist vacancies have taken a year or more to fill. Nurse Practitioner and Physician Assistant positions have taken less time, but turn over in the positions is high, however there is much higher turnover in Nurse Practitioners and Physician Assistants roles. Since January of 2019, the health centers have sustained a physician vacancy since January of 2019, a Medical Director Vacancy since June of 2019, a Dentist vacancy since 2018. For the jail, the permanent Jail Medical Provider position has remained unfilled, as well as the dentist positions. Since January of 2020, Ingham Community Health Centers has lost two additional full time nurse practitioner positions, which have not been able to be filled to date.

Costs

The revenue projection for the Health Center physician position in 2019 had a budget revenue projection of $513,000. Even when calculating the savings of unspent salary, the net loss from the vacancy still produces a budget deficit roughly the equal amount of any savings from unspent salary and fringe.

- Total Projected Revenue, 1 FTE Physician = 3,000 visits x $171/ave reimbursement =$513,000
- Total Max salary + Fringe cost of 1 FTE Physician = $177265 + 47% Fringe rate = $260,780
- Budgeted revenue ($513,000) – salary/fringe savings ($260,780) = total revenue loss per 1 FTE Physician vacancy ($252,222)

Provider vacancies negatively affect the overall budget and financial sustainability of the Health Centers. Per the 2017 ICHC Reorganization, 1.5 FTE direct support staff (Medical Assistants or Registered Nurses) support each 1.0 FTE of a provider. When a provider vacancy occurs, support staff costs continue despite the billable revenue loss of the provider, which lead to deficits. Deficits limit our ability to apply resources to innovations and enhancements that can increase our overall clinical quality and effectiveness as an operation.

Burn-Out

The inability to retain existing providers also translates into greater stress on remaining providers, as patient panels are redistributed creating additional pressure and workload. This creates a spiraling affect, which drives additional provider loss and compounding workload stress. This is especially acute
for remaining Physicians, who must pick up additional collaborative agreements for Advance Practice Professionals (Nurse Practitioners and Physician Assistants), which require a collaborative relationship with a physician in order to be billable under current Michigan regulation. The ideal ration of physician to APP ratio would be a max of 4.0 FTE APP to every 1.0 FTE Physicians. With the current vacancy of 1 FTE physician and the Medical Director, our remaining three staff physicians have to had increase the number of APP’s assigned to them, which only strains the quality of those relationships. With the remaining physicians in more senior phases of their careers, the risk is very high that further shortages of physicians are eminent through retirements in the coming 1 – 5 years.

Addressing Salary Rates as an Objective Towards Provider Recruitment and Retention

Many factors contribute to provider attraction and satisfaction, and these are especially critical for FQHCs, where the patient population tends to be the least resourced and complex in terms of co-morbidities and socio-economic factors, which complicate the delivery of effective primary care. The effort and stamina required of providers working with complex patient populations in low-resourced environments creates a significant stress burden, which contributes to provider burn out, which is a well-documented phenomenon in modern healthcare\(^1\). One factor that helps providers maintain their resilience in this health care environment is work-life balance. Flexible scheduling, adequate paid time off, and other employer benefits, such as Employee Assistance and Wellness Programs, assist. However, these non-salary benefits only go so far: Ingham has a markedly lower compensation package compared to other comparable FQHC’s and local competitors in the Greater Lansing Area. Low compensation rates contribute to financial strain for licensed provider staff, whom often carry large student loan debt obligations, and require adequate resources for self-care, family time and restoration activities during their time off. Compensation that provides a personal life that is comfortable and rewarding is an important off-set to the stress and demands of the professional life of healthcare providers, and serves as an important acknowledgement of the level of training and skill providers obtain.

Flexible Scheduling

ICHC has employed flexible scheduling over the last year, with a many providers opting for “4 –10s” (four days a week if ten hour shifts). Hours of operations at the Women’s Health and Forest Health Center expanded to accommodate 4-10 shifts, which delivers a double win for provider satisfaction and enhanced patient access. Ingham County offers a competitive package of paid leave, including 11- 13 days of Paid Holiday leave in addition to generous annual leave and sick leave accruals. Ingham County also offers Employee Assistance, and has a record of accomplishment regarding access to FMLA, unpaid leave, and accommodating other life-balance needs of staff.

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\(^1\) Agency for healthcare Research and Quality [https://www.ahrq.gov/prevention/clinician/ahrq-works/burnout/index.html](https://www.ahrq.gov/prevention/clinician/ahrq-works/burnout/index.html)
Factoring in Loan Repayment

Loan repayment program eligibility is a unique benefit FQHC’s offer. The total value of loan repayment through the National Health Service Corps is $50,000 for two years of service. Loan repayment adds value by accelerating the reduction of student loan debt, diverting a greater portion of a provider’s earnings to other life expenses or investments. This accounts to a certain degree for the gap between the salaries of APP’s at Ingham versus Sparrow or other non-loan repayment eligible sites. (In other words, Sparrow’s higher salary rate accounts for the higher rate of providers earning dedicated to student loan debt.) However, it does not offset the differentiation between Ingham and peer FQHC’s of similar revenue capacity, geography, or urban settings.

Market Study

In 2019, a market study was performed to analyze Ingham’s salary rates compared with comparable FQHC salaries and local talent competitors to determine the breadth of the gap in salary structure. The salary compensation study includes data produced through Michigan Primary Care Association (MPCA) 2019 Compensation Report, featuring the result of annual compensation rates survey of FQHCs across Michigan, and the compensation rates for ICHC greatest local competitors for Advance Practice Professional (APP) and Physician talent, Sparrow Health Systems. MPCA is the organizing body of FQHCs in Michigan. It compiles salary and compensation data across health centers to produce its annual report. This data was used to perform and market salary analysis in late 2019, which identified significant pay gaps between Ingham Community Health Centers and other FQHC’s competing for talent in Michigan.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician</td>
<td>$177,265</td>
<td>Physician</td>
</tr>
<tr>
<td>Nurse Pract.</td>
<td>$94,510</td>
<td>Nurse Pract.</td>
</tr>
<tr>
<td>Phys Assit</td>
<td>$94,510</td>
<td>Phys Assit</td>
</tr>
</tbody>
</table>

While it is tempting to assume that Ingham offers benefits that are more competitive than other FQHC’s, this is not accurate. FQHC’s across Michigan compete for talent by boasting their use of preferred Electronic Health Records systems (EPIC or Athena Health), more paid time off (PTO), flexible scheduling and remote access. Thus, relying on competitive non-salary benefits packages alone does not accounting for the offers and attractants in play for licensed medical professionals to FQHCs.

Sparrow’s provider salaries are determined using market data, including median compensation value for Advanced Practice Providers in Primary Care contained in national compensation survey tables and other sources. Flux in market rates are reflected in annual salary determinations (increases or decreases), but limited to no more than 3% annually. Therefore, Sparrow Health System compensation...
rates provide both a reflection of market value as well as local competitor standards, for which ICHC needs to account for to attract and retain talent.

The results of this analysis revealed that Ingham on average compensates at approximate 6-8% below the FQHC average for Physician and Physician Assistants, approximately 3-4% below the FQHC average for Nurse Practitioners, and nearly 4% below the FQHC average for Dentists. The salary gap between Ingham and Sparrow Health Systems for primary care providers is more significant, with Ingham compensating Nurse Practitioners nearly 25% less than those Nurse Practitioners employed in comparable primary care positions at Sparrow.

**Summary**

Overall, Ingham has fallen behind competitive salary standards for critical provider positions, which has hindered provider recruitment and retention resulting in impacts to service delivery and fiscal sustainability. Incentives, benefits, loan repayment eligibility and flexible scheduling are all assets that Ingham has to attract and retain providers; however, these offers do not stack up against salary gaps. In order for Ingham to remain competitive in attracting and retaining high caliber providers who can provide top quality care to our most vulnerable community members, Ingham needs to raise provider salary rates to match the value these professionals bring to our organization and mission.

**Recommendation**

Because of the critical role that providers play in the ability of Ingham Community Health Centers and the Health Department to fulfill its mission and mandate to provide high quality access to care for those who are low income and medically underserved in the Ingham County Service area, it is the recommendation of the Executive Director and the Ingham Community Health Center Board of Directors that the salaries for providers be raised to a competitive level. Below are the recommended target salary increases for the respective provider positions:

<table>
<thead>
<tr>
<th>Health Center/Health Department Position (Title)</th>
<th># of Budgeted FTE</th>
<th>Current Salary</th>
<th>Proposed % increase</th>
<th>Target Market Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician - Internal Medicine and Family Practice</td>
<td>4.0</td>
<td>$180,810</td>
<td>10%</td>
<td>$198,891</td>
</tr>
<tr>
<td>Nurse Practitioner</td>
<td>13.5</td>
<td>$96,401</td>
<td>8%</td>
<td>$104,113</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>3.0</td>
<td>$96,401</td>
<td>8%</td>
<td>$104,113</td>
</tr>
<tr>
<td>Dentist</td>
<td>3.0</td>
<td>$136,348</td>
<td>4%</td>
<td>$141,802</td>
</tr>
<tr>
<td>Medical Director – PH and CHC</td>
<td>1.0</td>
<td>$209,425</td>
<td>10%</td>
<td>$230,368</td>
</tr>
<tr>
<td>Dental Director</td>
<td>1.0</td>
<td>$147,601</td>
<td>15%</td>
<td>$169,741</td>
</tr>
<tr>
<td>Jail Medical Provider (Nurse Practitioner or Physician Assistant)</td>
<td>1.0</td>
<td>$96,401</td>
<td>10%</td>
<td>$104,113</td>
</tr>
</tbody>
</table>
The target salary increases align with the following recommended pay scales adjustments, which place the salary target within the average to higher step range of the scale. The recommended market exception salary ranges achieve target Market Salary:

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<td>Physician - Internal Medicine and Family Practice</td>
<td>MCF E</td>
<td>$180,810</td>
<td>MCF F</td>
<td>$209,425</td>
<td>$28,615</td>
</tr>
<tr>
<td>Nurse Practitioner</td>
<td>MNA 6</td>
<td>$96,400</td>
<td>New Grade matching MCF 15*</td>
<td>$112,289</td>
<td>$15,889</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>MCF A</td>
<td>$96,400</td>
<td>MC 15</td>
<td>$112,289</td>
<td>$15,889</td>
</tr>
<tr>
<td>Dentist</td>
<td>MCF C</td>
<td>$136,348</td>
<td>MCF D</td>
<td>$147,601</td>
<td>$11,253</td>
</tr>
<tr>
<td>Medical Director</td>
<td>MCF F</td>
<td>$209,425</td>
<td>MCF G**</td>
<td>$230,367</td>
<td>$20,942</td>
</tr>
<tr>
<td>Dental Director</td>
<td>MCF D</td>
<td>$147,601</td>
<td>MCF E</td>
<td>$180,810</td>
<td>$33,209</td>
</tr>
<tr>
<td>Jail Medical Provider</td>
<td>MNA 6/MCF 15</td>
<td>$93,550</td>
<td>MC 15*</td>
<td>$112,289</td>
<td>$18,739</td>
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** This scale is a 10% increase of the current maximum scale (MCF F). This scale would need to be created and added to the MCF salary rates.

**Increased Costs - CHC:**

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<th>Position (Title)</th>
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<tr>
<td>Dental Director</td>
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<td>$33,209</td>
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<tr>
<td>TOTAL Cost Increase – 511 FUND</td>
<td></td>
<td></td>
<td></td>
<td>$436,733</td>
</tr>
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</table>

These increased salaries, if applied to all current budgeted positions, would result in a maximum budget increase of $436,733. The additional costs of these positions would be covered through billable revenue, operational surplus, and 340B Pharmacy savings captured by maintaining 100% staffing levels in provider positions. Reductions in costs associated with Locum Tens placements will also support the financial viability of making these necessary market increases to provider salaries. These increases would not require any additional General Fund allocation.
### Increased Costs – Public Health

<table>
<thead>
<tr>
<th>Position (Title)</th>
<th>Current # of FTE CHC</th>
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</tr>
<tr>
<td><strong>TOTAL COST INCREASE -221 FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$67,486</strong></td>
</tr>
</tbody>
</table>

For public health (non-health center Health Department positions, including positions #601002 (Public Health Medical Director), #_________ Jail medical Provider, position #601242, (Nurse Practitioner for Youth Center and STI) and position #_______ (0.75 Nurse Practitioner for Healthy Start Strong Start), would require an increase in General Fund allocation to the 221 Fund of a maximum of $67,486.

Based on these recommendations, a resolution shall be presented for approval by the Ingham Community Health Center Board and the Ingham County Board of Commissioners to authorize these market salary increases to support provider recruitment and retention objectives which in turn support the patient care and public health objectives of the Health Department.
A. Purpose and Applicability

The purpose of this policy is to provide the framework for interim and short-term action and response during a Health Advisory period and is applicable to all County employees. In the event of a suspension of County operations, the provisions of this policy are superseded by any conflicting provisions contained in General Administrative Management and Operations Policy No. 221, Suspension of County Operations, except that otherwise eligible temporary and seasonal employees will be provided with Health Advisory Leave to the extent they are not eligible for leave under the federal Emergency Family and Medical Leave Act and the Emergency Paid Sick Leave Act and to the extent previously scheduled hours of work are otherwise uncompensated.

B. Authority and Responsibility

In the event of an outbreak or potential outbreak of disease determined and declared by Ingham County, in consultation with the Ingham County Health Department, to be a severe communicable disease, the Ingham County Board of Commissioners authorizes the County Controller/Administrator, Judges and Elected Officials, or their designees, to appropriately monitor and coordinate actions and implement measures to safeguard the welfare of its employees and residents while maintaining operations in an effective and efficient manner.

The Controller/Administrator is responsible for periodically reviewing this policy and submitting recommended changes to the County Services Committee for approval. Recommended changes may include, but are not limited to, alteration in the maximum number of paid Health Advisory Leave hours authorized for use by employees, expansion of the definition of family member, compliance and coordination with laws, regulations, executive or operative orders, etc.

C. Procedure

Before declaring a Health Advisory, the County Controller/Administrator will consult with the Board Chairperson, Health Officer, Information Technology Director, Human
Resources Director, and any other pertinent County Government leaders.

If a Health Advisory has been issued by the County Controller/Administrator (or their designee) the following procedure applies.

**EMPLOYEES REQUIRED TO REPORT TO WORK:** During a Health Advisory, employees will be required to work as directed.

An Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees who are directed to report to work. This may include circumstances where the employee has been infected with a severe communicable disease, is reasonably likely to spread a severe communicable disease to coworkers or residents through the performance of the employee's regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others. Supporting documentation from a health care provider may or may not be required for authorization (see Medical Documentation below).

**EMPLOYEES REQUIRED TO BE AVAILABLE TO WORK:** Employees required to be available to work must continue to be available for work as directed and will be provided further guidance by their Elected Official/Department Head (or designee).

An Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees required to be available to work but are not eligible for, not yet eligible for, or exempted from the paid leave provisions of the Emergency Family and Medical Leave Act, the Emergency Paid Sick Leave Act. This may include circumstances where the employee has been infected with a severe communicable disease, is reasonably likely to spread a severe communicable disease to coworkers or residents through the performance of the employee’s regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others. Supporting documentation from a health care provider may or may not be required for authorization (see Medical Documentation below).

**ALL OTHER EMPLOYEES:** Depending on the nature and severity of the situation, an Elected Official/Department Head (or designee) may authorize a request for Health Advisory Leave for employees who are not required to report to work and who are not required to be available to work. These employees:

1. May not be required to report to work or may be directed to stay away from their work sites.
2. May be instructed not to report until contacted by their Elected Official/Department Head (or designee) with further directions.
3. May be instructed not to report to work if they are reasonably believed to have been exposed to, or infected with, the severe communicable disease.
4. May be instructed not to report to work if the employee is showing symptoms of the severe communicable disease (for example, coughing, sneezing, fever, diarrhea, nausea, etc.) until they are free of fever (100.4 degrees or greater) and/or free of any other symptoms (coughing, sneezing, etc.) for at least the minimum period of time recommended by qualified health officials prior to the start of their shift, without the use of fever-reducing or other symptom altering medicines (cough suppressants). “Symptoms of the severe communicable disease” are defined as those identified by qualified medical professionals and/or health officials. Supporting documentation from a health care provider may or may not be required (see Medical Documentation below).

HEALTH ADVISORY LEAVE: Employees who are currently eligible for, or upon becoming eligible for, paid leave under the provisions of the Suspension of County Operations Policy, the Emergency Family and Medical Leave Act and/or the Emergency Paid Sick Leave Act or (any other special and temporary law or regulation to provide temporary or emergency paid leave during a pandemic) are not eligible for this temporary emergency Health Advisory Leave nor eligible for continuation Health Advisory Leave after becoming eligible under such laws or regulations. Note: In 2020, employees who will be eligible for paid leave under the provisions of the Emergency Family and Medical Leave Act and/or the Emergency Paid Sick Leave Act are eligible for Health Advisory Leave up to, and not extending past, April 2, 2020 (the effective date of the EFMLA and EPSLA) only to the extent employees were not eligible for paid leave under the Suspension of County Operations Policy in effect beginning March 17, 2020 through April 5, 2020.

If the Elected Official/ Department Head (or designee) authorizes an eligible employee to take Health Advisory Leave, the employee:

1. May use up to 120 hours of paid Health Advisory Leave per year to care for themselves or their family member during a Health Advisory period. This paid leave is separate and distinct from any other category of paid leave, including but not limited to paid sick leave. “Care for a family member” includes care required due to closure of schools, day care facilities, or other care facilities.

2. May not use Health Advisory Leave for previously scheduled unrelated medical appointments/procedures, vacation or other leaves of absence unrelated to the Health Advisory.

3. Paid Health Advisory Leave hours are available for use to provide paid leave for hours an employee is regularly scheduled to work.

4. Must follow established call-in/reporting procedures to notify supervision of their absence in the event Health Advisory leave is taken.
**Extension:** If an eligible employee has been infected with a severe communicable disease, is reasonably likely to spread a severe communicable disease to coworkers or customers through the performance of the employee's regular job duties, and/or is unable to perform the essential functions of their job without possible harm to themselves or others, the employee may request an extension of Health Advisory leave. After consulting the Controller/Administrator, and appropriate **Elected Official or Department Head**, the Human Resources Director will determine whether additional hours of Health Advisory Leave will be granted, taking into consideration the recommendation of the employee’s health care provider.

**FAMILY MEMBER:** The definition of a family member in this policy is:

- Biological, adopted or foster child, stepchild or legal ward, or child to whom the employee stands in loco parentis.
- Employee or their spouse's biological parent, foster parent, stepparent, adoptive parent, or legal guardian.
- An individual who stood in loco parentis to the employee when they were a minor child.
- Spouse, significant other with whom the employee resides or other cohabitant.
- Grandparent or grandchild.
- Biological, foster, or adopted sibling.

An employee who may otherwise be eligible for paid leave coverages pursuant to the Emergency Family and Medical Leave Act and/or the Emergency Paid Sick Leave Act may, nonetheless, be eligible for Health Advisory Leave under the expanded “family member” definition of this Policy if the individual being cared for is not within the definition of “family member” under the Emergency Family Act and/or Paid Sick Leave Act. There shall be no duplication of benefits under this policy and applicable laws.

**RETURN FROM HEALTH ADVISORY LEAVE:** Employees may report to work if the employee is not showing any symptoms of the severe communicable disease (for example, coughing, sneezing, fever, diarrhea, nausea, etc.), they are free of fever (100.4 degrees or greater) and/or free of any other symptoms (coughing, sneezing) for at least the minimum period of time recommended by qualified health officials prior to the start of their shift, without the use of fever-reducing or other symptom altering medicines (cough suppressants). Supporting documentation from a health care provider **may or may not** be required (see Medical Documentation below).

**UNscheduled ABsence:** Absences using an approved Health Advisory Leave will not be counted as an unscheduled or unexcused absence unless an employee does not follow established call-in/reporting procedures to notify supervision of their absence except under exigent circumstances **or does not provide required medical documentation** (see Medical Documentation below).
PRECAUTIONARY MEASURES: During a Health Advisory period, employees should undertake all recommended measures to address the nature of the disease. This may include:

- Washing hands frequently with soap and water.
- Avoid touching your nose, mouth and eyes.
- Frequently clean all work surfaces, telephones, and computer equipment.
- Limit guests in “employee only” areas.
- Refrain from using another employee’s phone, desk, office, or other work tools and equipment.
- Avoid contact with others (i.e., handshakes). Wash hands after contact with others.
- Reduce face-to-face contact (e.g., conduct conference calls rather than traditional meetings).

TELEWORK: If authorized by the Elected Official/Department Head (or designee), employees in essential or critical positions may be permitted to engage in telework during a Health Advisory period. Telework is work performed away from the employee’s customary work location.

BUSINESS AND PERSONAL TRAVEL: Non-essential business travel is suspended during a Health Advisory period. Employees are strongly encouraged to discontinue non-essential personal travel during a Health Advisory period. Traveling employees may be subject to voluntary or mandatory (as determined by their supervisor) self-quarantine upon return from travel in accordance with state, local or federal recommendations. Health Advisory leave may be used during a period of voluntary or mandatory self-quarantine.

FLMA LEAVE OF ABSENCE: During a Health Advisory period, employees may or may not be required to submit documentation from a health care provider required during non-Health Advisory periods to support any need for leave due to a qualifying circumstance under the Family and Medical Leave Act (FMLA), Emergency Family and Medical Leave Act and/or the Emergency Paid Sick Leave Act (see Medical Documentation below). The Human Resources Department will continue to issue Notice of FLMA Rights to employees where notice of a potential need for FMLA/EFMLA leave is identified and communicated to Human Resources personnel.

MEDICAL DOCUMENTATION: During a Health Advisory period, employees may or may not be required to submit supporting documentation from a health care provider customarily required during non-Health Advisory periods. Circumstances including, but not limited to, the nature of the health advisory, recommendations of qualified health officials and availability of health care resources will be some of the considerations used to determine whether to waive, grant a delay in providing, or not waive the customary documentation requirement.
APPLICATION OF LEGAL REQUIREMENTS: The legal requirements of leave granted or extending past April 2, 2020 for eligible and/or non-exempted County employees shall be defined by the requirements of applicable law including, but not limited to, the Emergency Family and Medical Leave Act, the Emergency Paid Sick Leave Act, the Family and Medical Leave Act, County policies and/or the parties’ collective bargaining agreement.

RESOURCES:

Ingham County Health Department – hd.ingham.org

Michigan Department of Health and Human Services – michigan.gov/dhhs

Centers for Disease Control – cdc.gov

EmployeeConnect Employee Assistance Program – Lincoln4Benefits.com or 888-628-4824.
RESOLUTION TO AUTHORIZE AGREEMENTS WITH LICENSED MEDICAL PROVIDERS

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) seeks authorization to contract with licensed medical providers (Physicians, Nurse Practitioners, and Physician Assistants) for limited temporary coverage or equivalent staff position vacancies; and

WHEREAS, ICHD’s Community Health Centers (CHCs) have experienced vacancies in medical provider positions, particularly Physician positions, throughout the Ingham CHC locations; and

WHEREAS, temporary and prolonged vacancies in medical provider positions affect access to care for patients and affect collaborative arrangements between Nurse Practitioner and Physician Assistant positions, which require a supervising Physician; and

WHEREAS, contracting for temporary partial service hours (less than full time status) from local licensed providers, particularly retired or former employees in good standing, offers an effective coverage alternative to costly Locum Tens services; and

WHEREAS, the Health Centers require a contractual option, in addition to existing recruiting efforts and Locum Tens service agreements, in order to be flexible and capture available provider services that maintain service delivery levels and revenue generation until the time that the permanent positions can be successfully filled; and

WHEREAS, the CHCs have been successful in covering Dentist vacancies through similar contracts; and

WHEREAS, the same degree of flexibility to directly contract, in addition to existing recruiting efforts and Locum Tens service agreements, is needed in order to capture available provider services that can help maintain service delivery levels and revenue generation until permanent positions are successfully filled; and

WHEREAS, service contacts would be effective for Calendar Year 2020 (January 1, 2020 through December 31, 2020), and rates shall not exceed the hourly rate of the equivalent staff position salary:
Physicians (Internal Medicine or Family Medicine)  $86.92/hour
Nurse Practitioners  $46.34/hour
Physician Assistants  $46.34/hour

WHEREAS, the costs of medical provider temporary agreements shall be covered through the
total unexpended budget of vacant positions; and

WHEREAS, authorization for these agreements shall renew each calendar year and rates adjust
for salary increases with each year; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes ICHC
medical provider services contracts with licensed Physicians, Nurse Practitioners, and Physician
Assistants for coverage or equivalent staff position vacancies effective January 1, 2020 through
December 31, 2020 and will auto-renew annually.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes
ICHC medical provider services contracts with licensed Physicians, Nurse Practitioners, and
Physician Assistants for coverage or equivalent staff position vacancies for calendar year 2020
(January 1, 2020 through December 31, 2020) at the following rates:

<table>
<thead>
<tr>
<th>Role</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physicians (Internal Medicine or Family Medicine)</td>
<td>$86.92/hour</td>
</tr>
<tr>
<td>Nurse Practitioners</td>
<td>$46.34/hour</td>
</tr>
<tr>
<td>Physician Assistants</td>
<td>$46.34/hour</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that total costs of ICHC Medical Provider service agreements
shall not exceed unexpended budgeted amounts of vacant positions within the budget period.

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

HUMAN SERVICES:  Yeas:  Trubac, Stivers, Tennis, Koenig, Slaughter, Naeyaert
Nays:  None   Absent:  Morgan   Approved  03/16/2020
WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, several fire departments in Ingham County rely on radio pagers for being alerted and dispatched to calls by the 9-1-1 Center; and

WHEREAS, replacement of current radio pagers is a necessary part of our transition to the Michigan Public Safety Communications System (MPSCS) radio system because the radio pagers used today will not function on the MPSCS radio system; and

WHEREAS, only the Unication pager will work on the MPSCS radio system; and

WHEREAS, the Unication pagers are not manufactured or sold by Motorola, so they were not a part of the Motorola radio project directly; and

WHEREAS, this resolution will replace all fire department radio pagers, chargers, setup and programming of the pagers, and an extended warranty to include a full five (5) years; and

WHEREAS, this is a purchase from State of Michigan (SOM) contract #071B6600085, from an authorized vendor listed in the contract; and

WHEREAS, in addition to the SOM contract price, the manufacturer provided promotions including buy 10, get one free purchasing of the pagers and extension of the warranty from 2 years to 5 at no additional cost; and

WHEREAS, funds for this project are available within the fund balance of the 9-1-1 Emergency Telephone fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of the 301 Unication pagers, chargers, programming services, and extended warranty as quoted at $185,805.66 with a final cost of this purchase not to exceed $190,000.00.
BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

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

**LAW & COURTS: Yeas:** Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer  
**Nays:** None  
**Absent:** None  
**Approved 03/12/2020**
WHEREAS, the COVID-19 outbreak has caused significant disruption in the normal conduct of life for many Ingham County employees and their families which may result in significant financial hardship; and

WHEREAS, Executive Orders issued by Michigan Governor Gretchen Whitmer in response to the COVID-19 outbreak to protect the health and safety of the public have ordered multiple closures, including the closure of schools, business and other places of employment; and

WHEREAS, such closures may have negatively impacted the income earning ability of employees and their families due to the reduced ability to engage in paid employment; and

WHEREAS, voluntary employee buyout of accrued vacation leave would provide financial relief to these employees and their families.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to enter into collective bargaining for the purpose of negotiating Letters of Agreement with County Unions permitting employees a one-time opportunity to voluntarily participate in a supplemental vacation leave accrual bank buyout such that each employee is entitled to elect to buyout up to one hundred sixty (160) hours of accrued vacation leave during the current State of Emergency, which buyout amounts are to be paid out at a mutually accepted time as established during collective bargaining.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes amendment of the 2020 Managerial and Confidential Employee Personnel Manual to permit employees a one-time opportunity to voluntarily participate in a supplemental vacation leave accrual bank buyout such that each employee is entitled to elect to buyout up to one hundred sixty (160) hours of accrued vacation leave, which buyout amounts are to be paid out at a time to be specified.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the budget consistent with this resolution.
BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement(s) upon approval as to form by the County Attorney.
WHEREAS, Ingham County Health Department's (ICHD) and the Ingham Community Health Centers recommend Market Salary Exceptions for critical provider positions in order to reduce turnover and vacancies in critical roles which impact patient care and public health; and

WHEREAS, Losses and gaps in provider positions result in lost revenue, not to mention reduced service delivery, patient care disruption, and provider burnout; and

WHEREAS, A market study performed in 2019 identified significant pay gaps between Ingham Community Health Centers and other FQHC’s competing for talent in Michigan; and

WHEREAS, Ingham has fallen behind competitive salary standards for critical provider positions, which has hindered provider recruitment and retention resulting in impacts to service delivery and fiscal sustainability; and

WHEREAS, the following recommended pay scales adjustments are recommended as follows to achieve target market salaries for critical provider positions:

<table>
<thead>
<tr>
<th>Position (Title)</th>
<th>Current Classification/ Grade</th>
<th>Salary Max (Step 5)</th>
<th>Recommended Mkt Exception Classification/ Grade</th>
<th>Salary Max (step 5)</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician - Internal Medicine and Family Practice</td>
<td>MCF E</td>
<td>$180,810</td>
<td>MCF F</td>
<td>$209,425</td>
<td>$28,615</td>
</tr>
<tr>
<td>Nurse Practitioner</td>
<td>MNA 6</td>
<td>$96,400</td>
<td>New Grade matching MCF 15*</td>
<td>$112,289</td>
<td>$15,889</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>MCF A</td>
<td>$96,400</td>
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</tr>
<tr>
<td>Dentist</td>
<td>MCF C</td>
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<td>MNA 6/MCF 15</td>
<td>$93,550</td>
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<td>$18,739</td>
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WHEREAS, these recommended scales include the creation of a MCF G scale, which reflects a 10% increase from the current maximum scale (MCF F); and
WHEREAS, it is recommended that these Market Salary Exceptions be implemented upon authorization within the current fiscal year and be reflected in the proposed FY 2021 budget; and

WHEREAS, the estimated maximum increased annual costs of $436,733 for provider positions in the Health Centers (511 Fund) will be covered through unspent budgeted salary for vacant positions, billable revenue, operational surplus, and 340B Pharmacy savings generated through productivity attained via 100% staffing levels in provider positions and offset by reductions in costs associated with Locum Tens placements and shall not require any additional General Fund allocation; and

WHEREAS, the estimated increased annual costs of $67,486 for public health (Fund 221) positions, including positions #601002 (Public Health Medical Director), #601521 (Jail medical Provider), position #601242, (Nurse Practitioner for Youth Center and STI) and position # 601527 (0.75 Nurse Practitioner for Healthy Start Strong Start), will require an increase in General Fund allocation to the 221 Fund of a maximum of $67,486; and

WHEREAS, the representative union, the Michigan Nurses Association (MNA), also supports the recommended increases for Nurse Practitioners; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board of Directors support the recommended market salary exception increases for critical provider positions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the recommended Market Salary Exception Increases for critical provider positions of the Health Department as follows, effective the first full pay period following approval of this resolution:

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<th>Position (Title)</th>
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BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and adjustments to the position allocation list consistent with this resolution.
BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
WHEREAS, an unprecedented health crisis is being experienced worldwide with the coronavirus COVID-19 pandemic; and

WHEREAS, the Ingham County Community Health Centers are in need of masks and other equipment to help in the aid of COVID-19 patients appearing at the Health Centers; and

WHEREAS, individuals and businesses are willing to donate necessary medical equipment and funds to assist during this crisis.

THEREFORE BE IT RESOLVED, that effective upon approval of this resolution, the Ingham County Board of Commissioners authorizes the Health Department and the Community Health Centers to accept monetary donations and the donation of supplies and equipment to support the efforts to combat this worldwide health crisis.

BE IT FURTHER RESOLVED, that the Health Officer and/or Health Center Director must sign off on the donated equipment and supplies to ensure the appropriate health standards are met.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners directs the Controller to make any necessary budget adjustments in the Ingham County Health Department’s budget consistent with this resolution.