



Commissioner Chris Trubac
Barbara Andersen
Nichole Biber
Fred Cowles
Sarah Mullkoff
Claire Nowicki
Matthew Lincoln
Brenda Gray

THE ENVIRONMENTAL AFFAIRS COMMISSION WILL MEET ON JULY 26, 2023 AT 5:30 PM IN CONFERENCE ROOM D&E OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of Draft Minutes
Additions to the Agenda
Limited Public Comment

1. Electric Vehicle Charging and Fueling (*Discussion*)
 - a. Regional Charging and Fueling Infrastructure (CFI) Discretionary Grant Program
 - i. Project Overview
 - ii. Letter of Support
 - b. Ingham County Justice Complex
2. Energy Audit (*Update*)
3. Commission Bylaws

Announcements
Public Comment
Adjournment

ENVIRONMENTAL AFFAIRS COMMISSION

May 24, 2023

Draft Minutes

Members Present: Andersen, Biber, Cowles, Mullkoff, Lincoln, Trubac

Members Absent: Gray, Nowicki,

Others Present: Morgan Feldpausch, Paige Swem

The meeting was called to order by Chair Trubac at 5:32 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing Michigan.

Approval of Draft Minutes

The minutes were approved.

Additions to the Agenda

Item 5 added, New Invasive Plant in Ingham County discussion

Limited Public Comment

None.

1. Ingham County EAC By-Laws, Articles I-VI (Discussion)

Morgan Feldpausch gave an explanation of these articles.

Fred Cowles asked for clarification on commission members communicating with Morgan Feldpausch. (p.5, Section III of Article III). Commissioner Trubac clarified that staff reports to the Controller's Office, not the Commission. But it does not bar any commission member from talking with Morgan, but formal directives need to be voted on. Discussion is encouraged but ultimately Morgan reports to Jared, the Controller's Office, not Commissioner Trubac of any commission member.

Nichole Biber asked about Article III, Section II – “biodiversity crisis” should be added.

Also, same section, Sarah Mullkoff mentioned the sentence at the top of p.5, include environmental justice: “preserving a just transition” or similar. Trubac said we need to recognize labor so workers are not left behind. Water quality, Biber mentioned. Trubac suggested “environmental health” or “environmental quality.”

Trubac: Comment Sarah M. made re. section IV of article III (p.5). Sarah said the language needs to say we speak with one voice.

Trubac, p.10: typo and p.8, Section III, take out item 7 but leave no. 4.

Trubac: we can put this draft on the agenda for our next mtg. and we will vote on it.

Mullkoff: p.5, communications with the Sustainability Mgr. Morgan F. will check with Jared re. the wording – maybe it's a legal requirement.

2. Sustainability Action Plan (Discussion)

Morgan gave an update on the Sustainability Action Plan (SAP). She summarized the purpose and how it leverages with state plans. Draft RFP. Lincoln: add in Summary paragraph: “implantation” before “measuring progress.” Morgan: Washtenaw Co. has a really good SAP – we can build on what they’ve already done. Otherwise, in MI, not many county-wide examples. Some contract out their SAPs. Lincoln: Steps to development section - include when updates will be done. Cowles warned against no buy-in if consultant does a SAP. The RFP – Biber said stakeholder/public engagement be included enough? Include who the SAP will impact: Dept. of Health, etc. Trubac: We can require regular updates. From a consultant. Timeline to develop the SAP: about 2 yrs – Morgan said that was what Washtenaw County’s took. Lincoln & Trubac: It could dovetail with our already done Energy Audit. Lincoln said his workplace (Delta Township) is going solar. Timely now, Lincoln and Trubac said federal dollars available. We can look to them as an example. Timeline for RFP: sometime in August, Morgan says after talking w/Jared.

Cost for getting RFP: Morgan says it’s hard to predict since it will be only the 2nd county SAP in MI.

Mullkoff: we need a ballpark estimate. The dollars will not need to be in hand until 2024. Trubac: do we need to make a presentation to Human Services. Morgan will talk to Jared about this.

3. New Invasive Plant in Ingham County (*discussion*)

Announcements

Cowles handed out an article “County board arranges solar energy presentation” (5/22/23, Escanaba Daily Press). + info. on M. Charles Gould, MSU Extension. Protecting agriculture and reducing GHGs – we need to do both. Public education is needed, maybe hold a public forum with allied groups for a county-wide discussion. Maybe hold it at Mason High School, invite someone like Gould to present on solar’s impact on agriculture. GLRA (Great Lakes Renewable Energy Assoc.) – Mullkoff suggests as a group to partner with.

Morgan – make sure we contact groups such as Farmland Preservation Board. Educational not promotional.

Biber: Line 5, the tunnel; June 9 there is a Lansing mtg. All the indigenous groups are against the tunnel. She hopes people consider going to the June 9 mtg.

Public Comment

None

Adjournment

The meeting was adjourned by Chair Trubac at 6:43 pm.

Ingham County
Environmental Affairs Commission
Michigan Capital Area Regional Electric Vehicle Charging Gateway Infrastructure Initiative (MI CAR-EVCGI)
Project Summary

What: Michigan Capital Area Regional Electric Vehicle Charging Gateway Infrastructure Initiative is a response to the US Department of Transportation’s Charging and Fueling Infrastructure (CFI) discretionary grant program.

Why: The purpose of this project will be to grow publicly available charging by 25% (or up to 50 stations for public and operator stakeholders) and alternative fueling infrastructure for commercials/public fleet vehicles in Michigan’s Capital Region.

- Advance clean transportation options and expansion.
- Public and stakeholder outreach/education on electric vehicle mobility, transportation decarbonization, and the project itself.
- Aid in reducing range anxiety and delayed adoption of EVs/alt vehicles through education and awareness – specifically to the rural residents and communities in regards to installation programs (such as rebates).
- Planning for electrification of multi-modal transportation, such as shared-use vehicles.
- Public and private fleet vehicle expansion planning.

Who and Where: Area municipalities (City of East Lansing, Meridian Charter Township, Williamstown Township, and City of Lansing - project lead), area organizations (Tri-County Regional Planning and Michigan Clean Cities Coalition), and institutions/corporate stakeholders (State of Michigan – Department of Transportation, Lansing Board of Water and Light, and the Lansing School District).

When: 5-year timeline.

How: A comprehensive regional multi-stakeholder planning process involving a feasibility study/multi-stakeholder planning process (to ensure optimal sites are selected based on community input, economic development data and existing relevant plans, private sector input, and equity considerations. Distribution of charging/fueling infrastructure will be based on community and stakeholder prioritization, as well as largely on impact and equity considerations. Design will be selected through a competitive bid procurement process.
Grant Project Budget:

| |
|-----------------------------------|
| Grant Request - \$8,000,000 |
| Match Contribution - \$2,000,000 |
| <hr/> |
| Total Project Cost - \$10,000,000 |

Project funding will be spent on project management and administration (10%), project infrastructure planning and development (45%), charging/fueling deployment costs (42%), and education/outreach (3%).

July 21, 2023

The Honorable Pete Buttigieg
Secretary of the United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

To Secretary Buttigieg:

Ingham County is pleased to support the application submitted by the City of Lansing to the United States Department of Transportation's (USDOT) Charging and Fueling Infrastructure (CFI) Discretionary Grant Program (NOFO #693JJ323NF00004). The City of Lansing is proposing a collaborative project to increase electric vehicle charging availability in Michigan's Capitol Region by at least 25% or up to 50 stations with four ports each within the proposed project period.

Michigan is known for bringing automotive transportation to scale, with Greater Lansing as a key part of the automotive supply chain and home to early automotive companies. This project team will build on an existing foundation of leadership in mobility and electrification to help meet the federal government's objective of 500,000 EVSE by 2030. Project participants include those who have worked to grow EVSE in this region since 2010, including the Plug-In Ready MI plan. Resources supportive of this goal in Michigan include the [MI Future Mobility Plan](#), a comprehensive strategy to address future mobility challenges by growing the workforce, providing accessible transportation infrastructure, and developing innovative policies. A key component of the MIFMP plans includes building 100,000 EVSE to support 2 million electric vehicles on Michigan roads by 2030. This project team will support both the federal and state targets while centering equitable charging access and electric mobility utilization across multiple modes of transportation.

Assuming this proposal is selected for funding, Ingham County intends to participate by:

- A. Participating in the comprehensive feasibility study, which includes a multi-stakeholder planning process and fleet assessments (this participation constitutes in-kind cost share).
- B. Considering to provide at least one location for EVSE installation that meets the USDOT CFI requirements and, should the County move forward with providing one location for EVSE installation, the County would accept 20% of the cost in regards to the design, installation, operation, and/or maintenance of the location (a portion of this activity potentially constitutes cost share).
- C. Participating in the outreach and education activities in this project (this participation constitutes in-kind cost share).

This project is necessary to advance electric, zero-emission mobility in the Midwest – an area that has lagged in EV charging compared to the major metropolitan areas of the coastal U.S. The timing of this project is critical to meet carbon neutrality goals and drive down emissions impacting public health in and near Justice 40 areas. Ingham County thanks USDOT for taking the time to review and consider the City of Lansing's application for a CFI award.

Sincerely,

<Name>, <Title>

Bureau Veritas Ingham County Ashrae Level II + Net Zero Energy Audit
Recommendation Implementation Plan
Phase 2

| Building - Project Number | Implementation Level | Managing Entity | CIP Request Required - Year | Project Description | Projected Initial Investment (\$) | CIP Request Amount | Estimated Annual Savings | | | Total GHG Savings (MtCO2/Yr) | Estimated Annual Cost Savings (\$) |
|---------------------------------|-------------------------|--------------------|--------------------------------|---|--------------------------------------|--------------------|--------------------------|----------------------|-----------------|------------------------------------|--|
| | | | | | | | Natural Gas (Therms) | Electricity (kWh) | Water (kGal) | | |
| AS - 2 | 100% | Facilities | Y - 2024 | Re-Commission Building and Its Control Systems | \$9,214 | \$50,000* | 246 | 548 | 0 | 2 | \$253 |
| BP - OL - 1 | 100% | Parks | Y - 2024 | Upgrade Lighting to LED | \$7,250 | \$80,000** | 0 | 55 | 0 | 8 | \$2,382 |
| CH & HILL - 4 | 100% | Facilities | Y - 2024 | Clean Air Handling Unit Fan Coils | \$17,500 | \$50,000* | 8179 | 3257 | 0 | 45.12 | \$4,920 |
| CH & HILL - 9 | 100% | Facilities | Y - 2024 | Upgrade Building Lighting to LED and Install Controls | \$50,213 | \$50,000* | 0 | 73494 | 0 | 38.82 | \$12,818 |
| DO - 2 | 100% | Facilities | Y - 2025 | Upgrade Building Lighting to LED and Install Controls | \$17,084 | Pending | 34795 | 0 | 119 | 21 | \$6,200 |
| DO - 4 | 100% | Facilities | Y - 2025 | Air Conditioner Replacement | \$3,961 | Pending | 2157 | 0 | 7 | 1 | \$338 |
| ICFC - 2 | 20% | Facilities | Y - 2024 | Upgrade Building Lighting to LED and Install Controls | \$20,271 | \$12,000 | 0 | 10916.2 | 0 | 5.8 | \$1,913 |
| HIP - OL - 1 | 100% | Parks | Y - 2024 | Upgrade Lighting to LED | \$37,622 | \$80,000 | 0 | 30821 | 0 | 18 | \$5,931 |
| LLP - BS - 2 | 100% | Parks | Y - 2024 | Upgrade Lighting to LED | \$1,687 | \$80,000** | 0 | 29 | 0 | 0 | \$23 |
| Total | | | | | \$164,802 | | 45377 | 119120.2 | 126 | 139.74 | \$34,778 |

Notes:

- * \$50,000 2024 CIP request was made one request for four total projects (combined CIP request).
- ** \$80,000 2024 CIP was requested for a lighting feasibility study for all County parks (beyond the scope of the energy audit and projects listed above).

INGHAM COUNTY ENVIRONMENTAL AFFAIRS COMMISSION

BY-LAWS

ARTICLE I

NAME, MEMBERS, HOW SELECTED

Section I: Name: The official name of this entity shall be the Ingham County Environmental Affairs Commission (hereinafter referred to as the "Environmental Affairs Commission") as authorized by Resolution #21-195.

Section II: Membership: The membership of the Environmental Affairs Commission's composition shall be determined by the Board of Commissioners. Pursuant to Resolution #21-195, the Ingham County Board of Commissioners will appoint the individuals in accordance with the procedure set forth in the resolution.

Section III: Selection: The Ingham County Board of Commissioners shall select the members to sit on the Environmental Affairs Commission as required by the Board of Commissioners' resolution.

Section IV: Automatic Resignation: Members of the Environmental Affairs Commission, other than those members who are also members of the Ingham County Board of Commissioners, will automatically be deemed to have resigned their membership on the Environmental Affairs Commission if their absenteeism constitutes a violation of the County policy regarding attendance for advisory boards and commissions.

ARTICLE II

OFFICERS - TERM OF OFFICE, ELECTIONS, & DUTIES

Section I: The Officers of the Environmental Affairs Commission shall be the Chair, Vice-Chair, and Secretary.

Section II: Term of Office: Pursuant to Resolution #21-371, the term of office for the members shall be for three (3) calendar years expiring December 31.

Section III: Elections: Officers shall be elected by majority vote of the full Environmental Affairs Commission at the first regular meeting of each calendar year.

Section IV: Duties of the Chair: The Chair shall be responsible for preparing the agenda and presiding at the meetings. Upon approval of the Environmental Affairs Commission, the Chair will speak for the Environmental Affairs Commission and represent the Environmental Affairs Commission at meetings of official and community groups when appropriate to participate. The Chair shall maintain communication with the Board of Commissioners.

Section V: Duties of the Vice-Chair: The Vice-Chair shall assume the duties of the Chair in the Chair's absence or by delegation. The Vice-Chair is also responsible for overseeing the implementation of the By-Laws by Environmental Affairs Commission members.

Section VI: Duties of the Secretary: The Secretary shall ensure that minutes are prepared for the Environmental Affairs Commission, make sure copies are distributed to the members, and shall place one copy on file in the Controller's Office. The Secretary shall be responsible for ensuring that the Open Meetings Act, 1976 PA 267, as amended, is adhered to. The Secretary shall assume the duties of Vice-Chair in the absence thereof.

Section VII: Environmental Sustainability Manager: Appointed by the Controller's Office and supervised by the Deputy Controller/Administrator, the Environmental Sustainability Manager is an employee of Ingham County and shall:

1. Implement the general direction and policies of the Environmental Affairs Commission.
2. Not be a member of the Environmental Affairs Commission.
3. Abide by County Purchasing policies and procedures, and all other applicable County policies.

4. Conduct orientations with Environmental Affairs Commission appointees on County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as appropriate, per Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.
5. Perform duties provided in the Environmental Sustainability Manager's job description which may be amended from time to time.

ARTICLE III

ORGANIZATION - DUTIES AND RESPONSIBILITIES OF THE ENVIRONMENTAL AFFAIRS

COMMISSION

Section I: Organizational Duties:

A. The Environmental Affairs Commission shall elect its officers and hold regular meetings as established hereunder.

B. Committees: The Environmental Affairs Commission is authorized and empowered to create standing committees (sub-committees and special committees) as it may determine from time to time to be in the best interests of the community, and to assign and delegate to such committees such duties and responsibilities as may be deemed appropriate. The Chair shall appoint all members to committees, sub-committees, and special committees, and remove any members at the Chair's discretion.

Section II: Duties: Pursuant to Resolution #21-195, the Environmental Affairs Commission shall make recommendations to the Board of Commissioners on the implementation of programming designed to reduce energy usage, to promote sustainability, to protect land, air, and water resources, and to reduce greenhouse gas emissions. The Environmental Affairs Commission shall recommend programs related to the operational reduction of energy usage, sustainability, biodiversity, and reduction of greenhouse gas emissions. The Environmental Affairs Commission shall ensure that related initiatives are guided by the principles of environmental justice, racial justice, equity, and just economic transitions. The voices and needs of those most impacted by climate change, including children, seniors, vulnerable individuals, Black, Indigenous, and People of Color (BIPOC) community members, and working families shall be duly considered and effectively centered.

The Environmental Affairs Commission shall review the impact of carbon neutrality on the existing energy infrastructure and the workers who support it and make recommendations to limit and reduce the negative impact on that workforce. The Environmental Affairs Commission shall inform the community and the Board of Commissioners of environmental and sustainability programs.

Section III: The Environmental Sustainability Manager serves as the primary staff liaison to the Environmental Affairs Commission. The Environmental Sustainability Manager advises and assists the Environmental Affairs Commission in its duties defined in Section II or that are consistent with the scope identified in Resolution #21-195. Environmental Affairs Commission members do not supervise or otherwise direct the Environmental Sustainability Manager, but are encouraged to make recommendations regarding environmental and sustainability initiatives. Such recommendations should be communicated to the Environmental Sustainability Manager via motion or resolution of the Environmental Affairs Commission. The Environmental Sustainability Manager will then determine which recommendations are appropriate and how to implement them in accordance with the County's policies and procedures.

Section IV: Environmental Affairs Commission Members may pursue recommendations for advocacy efforts that relate to the specific duties assigned to the Environmental Affairs Commission in Section II or that are consistent with the scope identified in Resolution #21-195. Such recommendations should be communicated to the Environmental Sustainability Manager or the Board of Commissioners via motion or resolution of the Environmental Affairs Commission.

An individual member may be involved in advocacy efforts independent of Ingham County. The views and opinions expressed by individual members are those of the speakers and do not necessarily reflect the views or positions of Ingham County. Individual members may only represent Ingham County in an advocacy capacity when formally authorized to do so by the Board of Commissioners.

ARTICLE IV

MEETINGS, REGULAR MEETINGS, & SPECIAL MEETINGS,

NOTICE AND SCHEDULE OF MEETINGS, QUORUM AND MINUTES

Section I: Meetings: The Environmental Affairs Commission shall meet at least once a month unless canceled in advance by the Chair of the Environmental Affairs Commission. The time and place of regularly scheduled meetings shall be determined at the first meeting in January, following the election of officers. A yearly calendar will be presented in February to the Environmental Affairs Commission and the Board of Commissioners.

Section II: Special Meetings: The Environmental Affairs Commission may meet in special meetings at the call of the: Environmental Sustainability Manager, Chair, or a majority of the Environmental Affairs Commission members—if they file a written request addressed to the Environmental Sustainability Manager at least twenty-four (24) hours in advance. The Environmental Sustainability Manager shall notify all Environmental Affairs Commission members as soon as possible of the special meeting. Public notice shall be given for all special meetings as required by the Open Meetings Act, 1976 PA 267 by the Environmental Sustainability Manager.

Section III: Order of Business: The agenda for Environmental Affairs Commission meetings shall be:

1. Call to Order
2. Approval of Previous Month's Minutes
3. Additions to the Agenda
4. Limited Public Comment (not to exceed three minutes)
5. Agenda and Discussion Items.
6. Announcements
7. Public Comment (not to exceed three minutes)
8. Adjournment

Section IV: All meetings of the Environmental Affairs Commission shall be open to the public as required by the Open Meetings Act, 1976 PA 267, excepting that closed sessions may be held for reasons provided for in the Open Meetings Act in accordance therewith.

Section V: Quorum: A quorum of the Environmental Affairs Commission shall consist of a majority of the

members appointed by the Board of Commissioners. For the final passage of any measure, a majority of all of the appointed members shall be required.

Section VI: Minutes: The Environmental Affairs Commission shall cause minutes to be kept of each meeting and such minutes shall be kept on record at the Controller's office as required by the Open Meetings Act.

ARTICLE V

RULES AND ORDER OF BUSINESS AT MEETINGS

Section I: When not otherwise provided for by these By-Laws, Mason's Manual of Legislative Procedure shall govern the process and procedures of Environmental Affairs Commission meetings.

Section II: Environmental Affairs Commission members may abstain from voting with the approval of the Chair.

ARTICLE VI

AMENDMENTS TO BY-LAWS; SUSPENSION OF RULES

Section I: Amendments to By-Laws: The power to make, alter, amend, change, modify, and/or repeal By-Laws of the Environmental Affairs Commission is vested in 1.) the Environmental Affairs Commission, upon approval of the Ingham County Board of Commissioners and 2.) the Ingham County Board of Commissioners. No amendment by the Environmental Affairs Commission of all or any part of these By-Laws shall be considered or acted upon at any meeting unless the proposed change has been submitted to the entire Environmental Affairs Commission in writing not less than seven (7) days prior to the meeting at which the change is to be considered and acted upon. The affirmative vote of two-thirds (2/3) of the total Environmental Affairs Commission shall be necessary for the Environmental Affairs Commission to change, alter, modify, repeal, or amend all or any of these By-Laws contingent upon approval of the Board of Commissioners.

Section II: Suspension of Rules: The rules provided hereunder may be suspended at an Environmental Affairs Commission meeting by a vote of two-thirds (2/3) of the appointed members.

Section III: Effective Dates: These By-Laws shall take effect at the next regular meeting after adoption by the Board of Commissioners. Any amendment, change, modification or repeal of these By-Laws shall also take effect at the next regular meeting after such amendment, change, modification, or repeal of the same.

Section IV: If there is any conflict between a provision contained in these By-Laws and state law or Board of Commissioners resolution, then the state law or Board of Commissioners resolution shall supersede said provision or provisions.

Section V: The Environmental Affairs Commission shall adhere to County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as stated in Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

Morgan Feldpausch

From: Sarah Mullkoff <sarahmullkoff@gmail.com>
Sent: Tuesday, June 20, 2023 7:25 PM
To: Morgan Feldpausch
Subject: Re: Draft EAC Bylaws - Follow-Up

Hi Morgan,

Thanks for preparing this and for flagging it for me. I think it reads well and makes it more clear. I just made just a couple of small edits:

Section IV: Environmental Affairs Commission (EAC) Members may pursue recommendations for advocacy efforts that relate to the specific duties assigned to the Environmental Affairs Commission in Section II or that are consistent with the scope identified in Resolution #21-195. Such recommendations should be communicated to the Environmental Sustainability Manager or the Board of Commissioners via motion or resolution of the Environmental Affairs Commission. An individual member may be involved in advocacy efforts independent of ~~the EAC Ingham County~~, views and opinions ~~expressed by individual members are those of the speakers and~~ do not necessarily reflect the views or positions of Ingham County. Individual members may only represent Ingham County in an advocacy capacity when formally authorized to do so by the Board of Commissioners.

Thanks

Sarah

On Mon, Jun 12, 2023 at 10:21 AM Morgan Feldpausch <MFeldpausch@ingham.org> wrote:

Hi Sarah,

I am working on the draft EAC Bylaws today and am circling back to our discussions during the EAC meeting last month. Did you have any further specific input/recommendations for Section IV regarding the process for advocacy efforts? I have included the section as it is currently drafted below for your reference.

Section IV: Environmental Affairs Commission Members may pursue recommendations for advocacy efforts that relate to the specific duties assigned to the Environmental Affairs Commission in Section II or that are consistent with the scope identified in Resolution #21-195. Such recommendations should be communicated to the Environmental Sustainability Manager or the Board of Commissioners via motion or resolution of the Environmental Affairs Commission. An individual member may be involved in advocacy efforts independent of Ingham County, views and opinions expressed by individual members are those of the speakers and do not necessarily reflect the views or

positions of Ingham County. Individual members may only represent Ingham County in an advocacy capacity when formally authorized to do so by the Board of Commissioners.

Please let me know.

Thanks!

Morgan Feldpausch

Environmental Sustainability Manager

Ingham County

(517) 676-7279