CHAIRPERSON
DALE COPEDGE

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
VINCE DRAGONETTI

COUNTY SERVICES COMMITTEE
DIANNE HOLMAN, CHAIR
ANDY SCHOR
MARK GREBNER
VICTOR CELENTINO
DEBBIE DE LEON
DON VICKERS

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, JUNE 19, 2012 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the June 5, 2012 Minutes
Additions to the Agenda
Limited Public Comment

1. Treasurer
   a. Resolution to Renew Service Contracts for the Purpose of Conducting Title Searches
   b. Resolution to Renew Service Contracts for the Purpose of Conducting Personal Service Visits
   c. Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

2. Department of Transportation & Roads - Resolution Establishing a County Road Advisory Board for the Ingham County Department of Transportation and Roads

3. Circuit Court - Request to Waive the Hiring Freeze and Delay for Judge Canady's Court Officer/Research Clerk Position

4. Circuit Court/Family Division - Request to Waive the Hiring Freeze and Delay for Two Senior Juvenile Court Officer and One Juvenile Court Officer Positions

5. Health Department
   a. Request for a 90 Day Leave Without Pay
   b. Resolution to Provide On-Call Bonus Payments to Physician Assistants Employed in the Ingham County Health Department
   c. Resolution Amending Resolution #11-235, to Except Increased Awards to Support the Continued Operations of the Health Department's Child and Adolescent Health Centers

6. Purchasing - Request to Waive the 6-Week Hiring Delay for the Purchasing Assistant Position

7. Farmland and Open Space Preservation Board
   a. Resolution Approving Proceeding to Close on Permanent Conservation Easement Deeds for the Tomlinson, Scripter and Baumer Properties
   b. Resolution Approving a Cooperative Agreement Between United States and Ingham County to Accept $324,450.00
   c. Resolution Approving the Ranking of the 2010 Open Space Application Cycle and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top Ranked Properties

8. Financial Services - Resolution to Approve the Renewal of the MUNIS Software Annual Support Agreement from Tyler Technologies

9. Controller's Office
   a. Update: Meridian Township Property
   b. Update: Clerk's Files
   c. Update: MIS Department

10. Board of Commissioners - Closed Session: Collective Bargaining (*No Materials*)

11. Human Resources
   a. Resolution Authorizing the Establishment of MERS Hybrid Plans for the Board of Commissioners and Elected Officials
   b. Resolution Authorizing the Establishment of MERS Hybrid Plans for Managerial and Confidential Employees

Announcements
Public Comment
Adjournment

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

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

COUNTY SERVICES COMMITTEE
June 5, 2012
Minutes

Members Present: Dianne Holman, Andy Schor, Mark Grebner, Victor Celentino, Debbie De Leon and Don Vickers

Members Absent: None

Others Present: Becky Bennett, Board Chairperson Copedge, Mary Lannoye, Travis Parsons, Michelle Rutkowski, Mike Bryanton, Janie Lee, Cathy Haskins, Jim Hudgins, Chuck Gray, Rich Estill, Mike Hughes, Rick Terrill, Curtis Hertel, Steve Walters, Stacey Craig, Dan Edington, Jean Ann Hamlin, Charles Goeke, Jonathan Roth, Lori Pourzan, Perry Thompson and others

The meeting was called to order by Chairperson Holman at 6:04 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 15, 2012 Minutes
The May 15, 2012 Minutes were amended as follows:

Page 3, Item 2, Paragraph 2, add "**or report the information to the Committee Board if an Advisory Board is not in place."**

The Committee discussed the road construction approval process. In summary, the staff will review pavement condition, accidents, speed, and hold discussions with the Advisory Board for recommendation **or report the information to the Committee Board if an Advisory Board is not in place.**

Additions to the Agenda
11. Late - Resolution Reclassifying a Maintenance Worker Position at the Ingham County Fairgrounds
12. Late - Resolution Authorizing the Women's Commission to Raise Funds and Acceptance of Donations on Behalf of the Women's Commission
13. Late - Resolution Recognizing the Marshall Street Armory
14. Late - Resolution Establishing a County Road Advisory Board Advisory Board of the Ingham County Department of Transportation and Roads
15. Late - Request for Exception to the Hiring Freeze/Delay – Human Resources Analyst
16. Late - MERS Hybrid Program – Resolution Authorizing the Establishment of MERS Hybrid Plans for the Board of Commissioners and Elected Officials

Limited Public Comment
Rich Estill, ICEA, expressed his concern about the bargaining issues specifically the pension for new hires. He would like further conversation about the long term analysis and invited the Controller to come to the table.

Chuck Gray, UAW, echoed Mr. Estill and offered the UAW's help with savings; he would like decision makers at the bargaining table. He stated the Human Resources Department has been excellent to work with even during opposition.

Dan Edington, ICEA Court Professional, echoed Mr. Estill and Mr. Gray, adding his concern that bargaining has been going on for some time with no resolve. He noted it is important to remember members have suffered by paying more in health care and not receiving step increases.

Jean Ann Hamlin, ICEA Court Professional, Local 30 President, echoed Mr. Estill, Mr. Gray and Mr. Edington she further stated Ms. Lannoye had provided different scenarios and projections dealing with pensions but it is what was proposed that is a concern. It makes sense to have the discussion with Ms. Lannoye because she is the person who developed the proposal.

Charles Goeke, Fair Board provided Fair Books for those who would like one and stated because the Fair Manager's hours are limited he will be representing the Fair.

Jonathan Roth, Assistant Prosecutors Office stated he was in attendance because employees have been without contracts for 5 months and now people have lost money because they have not received step increases. He suggested listening to the Union's proposal to save more money and end this bargaining process.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

4. Facilities Department
   a. Resolution Authorizing Entering into Agreements with Guardian Alarm to Provide Alarm Monitoring Services at Various County Locations

Comm. De Leon acknowledged even with the added sites to the contract the overall cost is lower than the prior year's annual cost and appreciates the work done on this.

   b. Resolution Awarding a Contract to Dietz Janitorial tor Cleaning Services at the Human Services Building (HSB), the Grady Porter Building (GPB), the Veterans Memorial Courthouse (VMC), the Willow Clinic, the Ingham County Family Center (ICFC), the Well Child Clinic and the 911 Dispatch Center

12. Late - Resolution Authorizing the Women's Commission to Raise funds and Acceptance of Donations on Behalf of the Women's Commission

13. Late - Resolution Recognizing the Marshall Street Armory

15. Late - Request for exception to the Hiring Freeze/Delay – Human Resources Analyst

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

3. Register of Deeds - Resolution to Contract with Legal Aid of Central Michigan to Take Client Referrals from Ingham County Register of Deeds and Ingham County Treasurer

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION TO CONTRACT WITH LEGAL AID OF CENTRAL MICHIGAN TO TAKE CLIENT REFERRALS FROM INGHAM COUNTY REGISTER OF DEEDS AND INGHAM COUNTY TREASURER.

Mr. Hertel introduced Lori Pourzan, Managing Director and Perry Thompson, Staff Attorney from Legal Services of South Central Michigan stating they were present to answer questions. He acknowledged Mr. Thompson for attending most of the County Town Hall meetings and not just in the urban areas. Mr. Hertel stated that this program has been a success because at each meeting there was someone who was a victim of foreclosure fraud. Ms. Pourzan noted that 145 people have been helped through the program and asked for continued support of the program. Ms. Pourzan provided the Committee with the "Legal Services of South Central Michigan" brochure. Ms. Pourzan noted the services are free to those who cannot afford an attorney. Mr. Hertel explained that clients are screened before referring to Legal Services of South Central Michigan.

Mr. Hertel explained the goal of the program is to help people stay in their home and have the banks be accountable for their actions. He noted that the County's property taxes have significantly diminished because of forecloses and how foreclosures affect their neighborhoods. He provided examples of how people have been helped and clarified that not all positive outcomes means people stay in their homes.

Comm. De Leon stated she was supportive of this program and thanked Mr. Hertel for his initiative. Comm. Vickers stated that he does not have a problem with the program and asked why the Delinquent Tax Fund was chosen. Mr. Hertel stated they did not want to draw down the General Fund.

Comm. Celentino thanked Mr. Hertel, Ms. Pourzan and Mr. Thompson for their hard work. He asked if Mr. Hertel foresees continuing to serve over 100 people or will there be a decline. Mr. Hertel explained the good news is foreclosures are down 25% for the calendar year; however, numbers are much greater than in the past. There are currently 40 active.

MOTION CARRIED UNANIMOUSLY.

1. Parks Commission – Interview

The Committee interviewed Matthew Bennett for the Parks & Recreation Commission. There is one vacancy.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. VICKERS, TO RECOMMEND THE APPOINTMENT OF MATTHEW BENNETT TO THE PARKS COMMISSION ADVISORY BOARD.

MOTION CARRIED UNANIMOUSLY.

2. Economic Development Corporation – Interviews

Mark Polsdofer and Daniel Gough were interviewed. There is one position available.

Comm. Holman stated that the Committee will hold a discussion at a later date regarding who will be appointed.

5. Management Information Services - Resolution to Approve the Renewal of the Munis Software Annual Support Agreement from Tyler Technologies

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION TO APPROVE THE RENEWAL OF THE MUNIS SOFTWARE ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES.

Ms. Lannoye introduced Mr. Steve Walters, interim MIS Director.

Comm. De Leon expressed her concern that the increase is relatively high. Mr. Walters explained the steps taken to try and reduce the costs. Ms. Lannoye stated that it is part of a packaged service. Comm. De Leon asked if it is close to its life expectancy. Mr. Walters explained that it was installed approximately six years ago and the new release is expected in July. Ms. Lannoye explained that upgrades are covered in annual costs. Mr. Walters noted that the County is still responsible to pay for engineering. Board Chairperson Copedge asked if anyone has researched what else is available. Mr. Walters stated not to his knowledge. Mr. Walters further stated that the end users are happy with the support. Comm. De Leon stated when looking at the competition will they put the County in the same situation with the increased annual maintenance. Mr. Walters stated that is an industry standard. Comm. De Leon suggested looking into different software. Ms. Lannoye stated she would find out how much a new system would cost. Comm. De Leon stated that the conversation needs to continue to reduce the increase and asked when the deadline is. Ms. Lannoye believed the deadline to be July. Comm. Grebner cautioned about changing vendors because of costs, conversions and training; however, when you don't want to work with a vendor anymore it makes sense. He noted that the annual service charge is their cash flow and profit. He stated the County is not in the position to drop them this year it would be a 2-year process or so, and suggested going back and negotiating again.

(Comm. Schor stepped out at 6:55 p.m. and returned at 6:57 p.m.)

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. CELENTINO, TO TABLE THE RESOLUTION UNTIL THE NEXT MEETING.

MOTION, TO TABLE, CARRIED with Comms. Vickers and Grebner Voting "no".

6. Board of Commissioners

a. Resolution Specifying the Board of Commissioners' Authority to Appoint, Employ and Remove Certain Positions and to Amend Resolution #11-245 Which Delegates Certain Authority to the Ingham County Parks and Recreation Commission

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION SPECIFYING THE BOARD OF COMMISSIONERS' AUTHORITY TO APPOINT, EMPLOY AND REMOVE CERTAIN POSITIONS AND TO AMEND RESOLUTION #11-245 WHICH DELEGATES CERTAIN AUTHORITY TO THE INGHAM COUNTY PARKS AND RECREATION COMMISSION.

Comm. Holman explained this is to provide consistency on how other Departments are handled.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE RESOLUTION BY CHANGING "DELEGATE" TO "ASSIGN" IN THE 1ST BE IT FURTHER RESOLVED, AS FOLLOWS:

BE IT FURTHER RESOLVED, that Resolution #11-245 is hereby amended to ~~delegate~~ assign the authority of appointment and removal of the Parks Director to the Board of Commissioners.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

b. Resolution Urging the American Red Cross to Preserve Workers' Rights to Collectively Bargain and Resolve the Strike

MOVED BY COMM. DE LEON, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION URGING THE AMERICAN RED CROSS TO PRESERVE WORKERS' RIGHTS TO COLLECTIVELY BARGAIN AND RESOLVE THE STRIKE.

Comm. Vickers stated that he is not in favor of Resolutions such as this and currently the County is not a role model for bargaining groups. Comm. Holman stated that she does not believe the County should get involved with another groups business and this is beyond the scope of the Commissioners business.

MOTION CARRIED with Comms. Vickers and Holman Voting "no".

7. Human Resources - Resolution Approving Modifications to the 2012 Managerial and Confidential Personnel Manual

Comm. Holman stated she was on the Committee that reviewed the changes to the Managerial and Confidential Personnel Manual and this proposal. She noted time was given to make sure everyone on the Committee was comfortable with their vote and since everyone was satisfied with their vote it is now before this Committee.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION APPROVING MODIFICATIONS TO THE 2012 MANAGERIAL AND CONFIDENTIAL PERSONNEL MANUAL.

Mr. Parsons reviewed the changes highlighting the differences between current employees and new hires. He explained that the focus is on the retirement system, health care and longevity. Mr. Parsons noted that he had sent out two emails looking for feedback on the changes and response was minimal, approximately 34 responses. He stated that although the response was minimal he did take employee suggestions capturing them on a spread sheet and looked for consistency in ideas.

Ms. Lannoye pointed out the Step change in Item #5. Mr. Parsons explained it is a departure from the existing agreement which would allow the Human Resources Director to endorse a Step 2 placement as opposed to Step 1. Ms. Lannoye stated this is consistent with most collective bargaining agreements. Mr. Parsons further explained this would also give the Health Department and Human Resources Director the ability to hire Primary Care Physicians and Dentists at a Step 5. He noted this change was requested by the Health Department. Comm. Schor stated that he is against and will continue to be against giving authority other than the Board of Commissioners to hire at a Step 5. He also stated that Item 3, the Hybrid Plan, is putting the cart before the horse.

Ms. Lannoye stated that the changes were the consensus of the Committee pointing out that the changes expire on December 31, 12012. Comm. Schor asked why they are only valid for six months. Ms. Lannoye stated to show leadership further stating more will be asked for in January. Ms. Lannoye noted that there is not just one version of the retirement plan there are approximately twenty-one. The Committee discussed the “me too” clause, loss of compensation and the ability to reinstate concessions.

Comm. Grebner suggested a compensation study for health care professionals and limiting authority.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. DE LEON, TO AMEND ITEM #5 BY ADDING THE FOLLOWING: “THIS AUTHORITY EXPIRES UPON THE COMPLETION OF A HEALTH CARE PROFESSIONAL COMPENSATION STUDY OR JANUARY 1, 2014 WHICHEVER IS SOONER”

Board Chairperson Copedge stated that he had asked for this item to be discussed in a closed session. He stated he had concerns that would be more appropriate in closed session. Ms. Lannoye stated a closed session cannot take place to discuss a non-collective bargaining agreement.

MOTION, TO AMEND, CARRIED UNANIMOUSLY.

Comm. Grebner questioned why there was conflict about the hybrid plan when the Commissioners had directed staff to consider the option. He stated that is irresponsible to think tax payers will be paying for retirement and health care for years to come. He also cautioned about the manipulation of the defined benefit system. He noted this is not a question of how to get through next year's budget rather a long term solution.

Comm. Schor questioned if the labor representative were opposed to the content of this resolution. Mr. Gray stated this is the beginning of decay. The labor representative in attendance nodded in agreement.

Comm. De Leon questioned if this resolution is approved does that result in becoming locked into a certain retirement plan for life. She asked how that would impact a "me too". Ms. Lannoye explained once in place it cannot change; therefore, some employees will be in this plan while others may not. She noted that the defined contribution component is not locked in. Ms. Lannoye stated that it is her option this is a fair plan and thinks new hires will like it.

(Comm. Schor left at 7:28 p.m. and returned at 7:29 p.m.)

The Committee discussed union concessions, contributions and the hybrid plan versus defined benefits.

This resolution approves a 1.8% increase in retirement costs for managerial and confidential employees, Mike Bryanton asked if this is not negotiated in labor contracts if managers and confidential employees would only be out the 1.8% for the rest of this year, since this plan expires on December 31, 2012. Mr. Bryanton was advised that that was correct under the "me too" language.

Comm. Holman asked if the Committee preferred to vote now or look at it again in a couple of weeks. Comm. De Leon stated that she believed that the issues have not been resolved. Ms. Lannoye expressed her concern that this resolution will be voted on. Comm. Vickers questioned why the Step 5 increase was put in the resolution.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO AMEND THE RESOLUTION BY STRIKING THE 2ND PARAGRAPH IN ITEM #5 "AT THE DISCRETION OF THE INGHAM COUNTY HEALTH DEPARTMENT AND WITH THE APPROVAL OF THE HUMAN RESOURCES DIRECTOR, PRIMARY CARE PHYSICIANS AND DENTISTS MAY BE STARTED AT A STEP 5 BASED ON APPLICABLE EXPERIENCE"

5. Change in the language under Compensation Plan: 7. Upon justification by the department and approval of the Human Resources Director, a new employee may be started at step 2.
   ~~At the discretion of the Ingham County Health Department and with the approval of the Human Resources Director, Primary Care Physicians and Dentists may be started at step 5 based on applicable experience.~~

MOTION, TO AMEND, CARRIED UNANIMOUSLY.

Board Chairperson Copedge stated that would not like any more surprises like the Step 5 in future resolutions.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, FAILED with Comms. Schor, Celentino and De Leon Voting "no".

9. Department of Transportation & Roads - Resolution to Approve the Special and Routine Permits for the Ingham County Department of Transportation and Roads

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS.

Comm. De Leon stated she would like presentations in the future to familiarize herself and the Committee with various aspects of the Department of Transportation and Roads. She further stated that she is not familiar with the permit approval process. Mr. Conklin stated the most common permits are driveways, walk-a-thons and other charity type races. Mr. Conklin also offered to provide memos explaining resolutions. Comm. De Leon asked if there were problems with the permits. Mr. Conklin answered rarely. Comm. De Leon asked what the turnaround time is for a driveway permit. Mr. Conklin stated a couple of days.

MOTION CARRIED UNANIMOUSLY.

14. Resolution Establishing a County Road Advisory Board Advisory Board of the Ingham County Department of Transportation and Roads

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION ESTABLISHING A COUNTY ROAD ADVISORY BOARD OF THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS.

Mr. Conklin provided a handout "Memorandum, Ingham County Department of Roads & Transportation dated June 4, 2012 Regarding County Road Advisory Board organizational meeting.

Mr. Conklin highlighted that an organizational meeting was held on May 30, 2012. He stated Ms. Lannoye was in attendance to brief the group and the townships were represented except Alaiedon, Bunker Hill, and Meridian. He explained conversations ranged from the absorption process, the need for an advisory board, the size of the advisory board members, as well as the frequency of the advisory board meetings. It was moved to have a 16 member panel and meet four times per year or as the advisory board sees necessary. Comm. Celentino asked if four times per year was sufficient. Mr. Conklin stated this is a new concept and it could change. He noted the advisory board will look to staff for recommendations. Comm. Celentino stated it was expressed to him that a township in an urban area may not have much in common with a rural township and vice versa. Mr. Conklin stated that was discussed and determined that it will give the supervisors a chance to get to know one another and provide a new perspective. Comm. Grebner noted that in the future it may make more sense to have a sub-committee by quadrant which would more clearly define urban and rural issues.

(Comm. Schor left at 8:16 p.m.)

Mr. Conklin informed the Committee that the local road matching program takes place in the spring and Federal aid does not typically cross rural and urban lines.

Chairperson Holman asked if the Committee would like to bring this back in a couple of weeks.

Board Chairperson Copedge asked what authority the advisory board will have. Ms. Lannoye answered just a recommendation.

Comm. Holman asked the Committee to provide her and Ms. Lannoye with advisory board concerns they would like addressed.

(Comm. Schor left at 8:16 p.m.)

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO TABLE THE RESOLUTION UNTIL THE NEXT MEETING.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor.

8. Controller's Office - Update: Clerk's Office Data Retrieval

Mike Bryanton, Janie Lee, Cathy Haskins and Steve Walters provided the update.

Mr. Bryanton stated that a program used by the Clerk's Office had been deleted. He thanked Mr. Walters for is continued support in this difficult situation and stated that Mr. Walters had worked very professionally during this stressful event to attempt to retrieve the data. Ms. Haskins provided the background and timeline of the events that lead to the discovery the program in fact was deleted. She noted the program was not covered through disaster recovery insurance. Mr. Bryanton assured the Committee that not all is lost because the physical records are still available; however, many hours of scanning was lost plus it takes longer to process requests. Mr. Bryanton informed the Committee that he is working with the State of Michigan which will give the Clerk's Office access to various records. He noted after conversations with a representative of the Lansing State Journal they did not feel this was newsworthy.

Mr. Walters described how the error occurred and stated he is working with a company that is running a diagnostic to determine if the data can be recovered. If the data can be recovered there will be a significant cost for recovery. Mr. Walters noted the backup tapes were defective.

Mr. Walters explained in the mean time it is prudent to purchase the software and upgrades and continue business as usual. Ms. Lannoye stated she does have emergency purchasing power and the ability to issue contracts.

Comm. De Leon asked whose responsibility it was to transfer the data to the new server. Mr. Walters stated it was his opinion that the responsibility was with the vendor; however, MIS should have had other checks and balances in place and there will be. Comm. De Leon expressed her concern that this is the same vendor as discussed in Item #5 that was tabled. Comm. De Leon suggested an independent study of the MIS Department.

The Committee discussed the various records that were on this server. Mr. Bryanton expressed his concern of County departments going paperless. The Committee thanked Mr. Walters for stepping up and his candid answers.

The Committee directed Ms. Lannoye to use her authority for emergency situations.

11. Resolution Reclassifying a Maintenance Worker Position at the Ingham County Fairgrounds

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION RECLASSIFYING A MAINTENANCE WORKER POSITION AT THE INGHAM COUNTY FAIRGROUNDS.

Mr. Goeke, Fair Board, explained that a maintenance supervisor had retired a couple of years ago and because of the tight budget they did not fill that position then over time it was realized a supervisor is needed. Mr. Goeke stated that there needs to be a point person who makes decisions and the employees are held accountable to. He further explained this will be a permanent part-time position.

Chairperson Holman asked if volunteers still help with the Fair. Mr. Goeke answered yes. He also explained that refugees and inmates work at the Fair. Board Chairperson Copedge asked why refugees and is there a language barrier. Mr. Goeke explained that inmates are not always available and he had not noticed a language barrier with the refugees. Mr. Goeke explained this supervisor oversees the inmates and refugees. He further overviewed the difficulties of overseeing inmates. Board Chairperson Copedge asked how the refugees were hired to work for the County. Comm. Vickers stated he believed it is through Refugee Services. Mr. Parsons confirmed that it is through Refugee Services. The Committee discussed the applicant's years of service at the Fair, leadership and qualifications

Comm. De Leon expressed her concern of problems at the Fair and that maintenance may be better served through the County Facilities Department. Mr. Goeke explained that Ms. Lannoye, Mr. Cypher, and Mr. Parsons are working on restructuring the Fair; however, this position is needed now.

Board Chairperson Copedge asked if there were any concerns of the union. Mr. Parson stated they agreed to the reclassification but would have preferred this to have been posted. Mr. Gray, UAW, stated the position should be internally posted and because it is a part-time position the word supervisor should not be in the resolution; however, could accept "lead worker". Mr. Gray was upset that he had not been given notice that this would be on the agenda and given the opportunity to review the resolution. Ms. Rutkowski stated she explained to Terry Brail, Fair Manager that the UAW wanted this posted and why that had to be done; and Mr. Brail felt strongly that the position needed to be filled immediately. She noted it is the discretion of the department head to post. Mr. Brail decided to proceed with filling position.

Comm. De Leon suggested "supervisor" be changed to "lead worker" if it would not change the compensation or structure of the position and only the title. Ms. Lannoye stated the compensation would remain the same. Ms. Rutkowski stated it would maintain the point value.
MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE RESOLUTION BY CHANGING THE WORD "SUPERVISOR" TO "LEAD WORKER" IN THE 2ND WHEREAS AND THE THEREFORE BE IT RESOLVED, AS FOLLOWS:

WHEREAS, it is necessary to reclassify an existing Maintenance Worker as a Maintenance ~~Supervisor~~ Lead Worker; and

THEREFORE BE IT RESOLVED, effective upon the approval of this resolution, position #760016, part time Maintenance Worker (UAW E) is reclassified to a part time Maintenance ~~Supervisor~~ Lead Worker (UAW F).

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comm. Schor.

Board Chairperson Copedge urged that department heads should not dictate how the Board of Commissioners or union groups do business. He also stated while he understands there will be late information or resolutions he would prefer the "Lates" be kept to a minimum so that there is more time for the Commissioners to review of information prior to voting at the meetings.

16. MERS Hybrid Program – Resolution Authorizing the Establishment of MERS Hybrid Plans for the Board of Commissioners and Elected Officials

This was a discussion only.

Comm. Grebner stated that he would like to move forward with the hybrid plan. Comm. Grebner provided examples of his concerns of the defined benefit plan and this is a move to address the problems.

10. Board Referral - Letter from the State of Michigan Department of Transportation Regarding Guidance on the New Duties of Board of Commissioners with the County Road Commission

The Board Referral was received and placed on file.

Announcements
Board Chairperson Copedge asked if there will be a Closed Session next meeting. Chairperson Holman answered yes. Board Chairperson Copedge asked if there would be a discussion about the Meridian Township property at the next meeting. Chairperson Holman answered yes.

Public Comment
Mr. Gray stated he is favor of the defined benefits and the employees have paid into it and earned it. They will not have raises as people did in the past.

The meeting adjourned at approximately 9:29 p.m.

Respectfully submitted,

Julie Buckmaster

JUNE 19, 2012 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY

HIRING FREEZE & OTHER HR RELATED ITEMS REQUIRING COMMITTEE APPROVAL:

The Controller recommends approval of the following requests:

3. Circuit Court - *Request to Waive the Hiring Freeze and Delay for Judge Canady's Court Officer / Research Clerk Position*

4. Circuit Court/Family Division – *Request to Waive the Hiring Freeze and Delay for Two Senior Juvenile Court Officer and One Juvenile Court Officer Positions*

5a. Health Department - *Request for a 90-Day Leave Without Pay*

6. Purchasing - *Request to Waive the Hiring Freeze & 6-Week Hiring Delay for the Purchasing Assistant Position*

ACTION ITEMS:
The Controller recommends approval of the following action items:

1a. Treasurer - *Resolution to Renew Service Contracts for the Purpose of Conducting Title Searches*

The resolution authorizes a one-year extension of the contracts authorized last year. Funds are available from fees collected as result of the foreclosure process (Delinquent Tax Revolving Fund

1b. Treasurer - *Resolution to Renew Service Contract for the Purpose of Conducting Personal Service Visits*

The resolution authorizes renewal of a current Agreement For Personal Service Visits. On April 27, 2010, the Board of Commissioners adopted Resolution #10-125, captioned "Resolution to Authorize Service Contracts For The Purpose Of Conducting Personal Service Visits." Pursuant to Resolution #10-125, the County entered into a service agreement with TC Process Serving, LLC to provide process service to advance the tax foreclosure process. The agreement has a one-year term and a renewal option at the discretion of the County and the Treasurer asks the County to exercise its discretion and renew the agreement for one year. Funds are available from fees collected as a result of the foreclosure process (Delinquent Tax Revolving Fund).

1c. Treasurer - *Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property*

This is the annual resolution that allows the Treasurer to accept the minimum bid for the attached list of tax-foreclosed properties.

2. Department of Transportation & Roads - *Resolution Establishing a County Road Advisory Board for the Ingham County Department of Transportation and Roads*

At the last Committee meeting Mr. Conklin and I provided an update as to our meting with the townships. The attached resolution reflects our discussions with the townships.

5b. Health Department - *Resolution to Provide On-Call Bonus Payments to Physician Assistants Employed in the Ingham County Health Department*

The resolution adds Physician Assistants to the list of health care providers that receive On-Call Bonus Payments.

5c. Health Department - *Resolution Amending Resolution #11-235, to Except Increased Awards to Support the Continued Operations of the Health Department's Child and Adolescent Health Centers*

This resolution amends resolution #11-235 to accept an increase in funding of approximately 10% (up to $375,000 total or up to $75,000 per year). The new base allocations will take effect the current fiscal year, and continue through FY 2017. The $75,000 will be allocated as follows:
(1) An agreement with KMD consulting for up to $35,000 per year from October 1, 2011 – October 31, 2016, not to exceed $175,000 over the five year period to assist in coordinating Patient Centered Medical Home activities, assist in the development, tracking and training related to ongoing compliance monitoring, assist in outreach and enrollment activities to ensure youth are enrolled in an insurance plan and to assist in outreach and engagement activities to recruit and retain youth in care.
(2) Up to $35,000 per year, or up $175,000 over the five year period, to engage in health education and outreach activities at each of its four child and adolescent health centers to be used to fund special part time health advocates who will conduct outreach activities related to youth retention and engagement.
(3) An amendment to increase the agreement with the School-Community Health Alliance of Michigan by $5,000 annually, from October 1, 2011 through October 31, 2016 to establish and maintain the required local community advisory committees and that this agreement will not exceed $30,000 per year.

7a. Farmland and Open Space Preservation Board - *Resolution Approving Proceeding to Close on Permanent Conservation Easement Deeds for the Tomlinson, Scripter and Baumer Properties*

This resolution approves closing on the 2010 approved Tomlinson, Scripter and Baumer properties. All three farms have received matching funds from the Federal Farm and Ranchland Protection Programs (FRPP). The FOSP Board has sufficient funds to purchase Agricultural Conservation Easements on the three farms. All of these properties are located in Aurelius Township. Please see the attached memorandum for further details.

7b. Farmland and Open Space Preservation Board - *Resolution Approving a Cooperative Agreement Between United States and Ingham County to Accept $324,450.00*

This resolution accepts $324,450 from the Federal Farm and Ranchland Protection Program to place permanent conservation easements on five farmland properties in Ingham County. The properties are located as follows: Shannon – Williamstown Township, Rogers – Onondaga Township, Nussdorfer – Aurelius Township, Schwab – Delhi Township. The Farmland Preservation Board may recommend protection of the other three farms listed on the attachment with only local dollars, as they are located close to the urban area, making them attractive for protection as well. Please see the attached memorandum for more details.

7c. Farmland and Open Space Preservation Board - *Resolution Approving the Ranking of the 2010 Open Space Application Cycle and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top Ranked Properties*

This resolution approves the 2010 Open Space Application Cycle ranking, establishes a priority for the top applications and authorizes the Farmland and Open Space Preservation Board to proceed with purchasing Permanent Conservation Easement Deeds. The Ingham County Farmland and Open Space Preservation Board

recommends the County Board of Commissioners adopt the ranking established by the approved 2010 selection criteria, and also approve proceeding with negotiations on the top scoring properties. A spreadsheet with the scores of the 2010 Open Space applicants and their subsequent ranking is attached.

8. Financial Services - *Resolution to Approve the Renewal of the MUNIS Software Annual Support Agreement from Tyler Technologies*

At the last County Services meeting the Committee questioned the 5% increase in the annual support agreement with MUNIS. Subsequent to the meeting our Finance Director contacted MUNIS and requested that they reconsider the increase, especially in light of the assistance our Finance and HR teams have provided to other MUNIS customers. MUNIS has agreed to not increase our the fee for the upcoming year.

11a. Human Resources - *Resolution Authorizing the Establishment of MERS Hybrid Plans for the Board of Commissioners and Elected Officials*

The attached resolution would establish hybrid pension plans with MERS for newly elected Board of Commissioners and elected Official Officials. The hybrid pension plan would include a 1.0 defined benefit multiplier and up to a 2.5% employer contribution to a defined contribution plan.

11b. Human Resources - *Resolution Authorizing the Establishment of MERS Hybrid Plan for Managerial and Confidential Employees*

The attached resolution would establish hybrid pension plans with MERS for newly hired Managerial & Confidential employees. The hybrid pension plan is consistent with the proposed MCF Plan and would include a 1.0 defined benefit multiplier and up to a 2.5% employer contribution to a Defined Contribution plan.

OTHER ITEMS:

9a. Controller's Office - *Update: Meridian Township Property*

9b. Controller's Office - *Update: Clerk's Files*

9c. Controller's Office - *Update: MIS Department*

10. Board of Commissioners - *Closed Session: Collective Bargaining (No Materials)*

Agenda Item 1a

Memorandum

ERIC SCHERTZING
Ingham County Treasurer

John C. Schlinker
Chief Deputy

P.O. Box 215
Mason, MI 48854-215
517/676-7220
Eschertzing@ingham.org

Date: May 30, 2012

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Renewal of contracts for title search services

Attached for your consideration is a proposed resolution to authorize renewal of current Title Search Service Agreements. On June 14, 2011, the Board of Commissioners adopted Resolution #11-180, captioned "Resolution to Authorize Service Contracts For The Purpose of Conducting Title Searches." Pursuant to Resolution #11-180, the County entered into service agreements with Bell Title Company, LLC and Freedom Abstract Company to provide title search services to advance the tax foreclosure process. Each agreement has a one year term and a renewal option for up to five (5) additional years at the discretion of the County and the Treasurer asks the County to exercise its discretion and renew each agreement for one year. No General Fund dollars are required - funding for the service agreements comes exclusively from fees generated by the tax foreclosure process. Karen Conroy will attend Board of Commissioner meetings to answer questions.

Agenda Item 1a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RENEW SERVICE CONTRACTS FOR THE PURPOSE OF CONDUCTING TITLE SEARCHES

WHEREAS, on June 14, 2011, the Board of Commissioners adopted Resolution #11-180, captioned "Resolution to Authorize Service Contracts For The Purpose of Conducting Title Searches;" and

WHEREAS, pursuant to Resolution #11-180, the County entered into service agreements with Bell Title Company, LLC and Freedom Abstract Company; each agreement is dated June 28, 2011 and contains a one year term with a renewal option for up to 5 additional years at the discretion of the County; and

WHEREAS, the Treasurer has a continuing need for the title search services provided by these two vendors and asks the County to exercise its discretion under the service agreements with Bell Title Company, LLC and Freedom Abstract Company dated June 28, 2011 and extend each agreement for one additional year; and

WHEREAS, funding for the Title Search Service Agreements requires no General Fund money and comes exclusively from fees generated by the tax foreclosure process.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a one year extension of the Title Search Service Agreements dated June 28, 2011 with Freedom Abstract Company and Bell Title Company LLC.

BE IT FURTHER RESOLVED, the Ingham County Board Chairperson and County Controller/Administrator are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

Agenda Item 1b

Memorandum

ERIC SCHERTZING
Ingham County Treasurer

John C. Schlinker
Chief Deputy

P.O. Box 215
Mason, MI 48854-215
517/676-7220
Eschertzing@ingham.org

Date: May 30, 2012

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Renewal of contract for personal service visits

Attached for your consideration is a proposed resolution to authorize renewal of a current Agreement For Personal Service Visits. On April 27, 2010, the Board of Commissioners adopted Resolution #10-125, captioned "Resolution to Authorize Service Contracts For The Purpose Of Conducting Personal Service Visits." Pursuant to Resolution #10-125, the County entered into a service agreement with TC Process Serving, LLC to provide process service to advance the tax foreclosure process. The agreement has a one year term and a renewal option at the discretion of the County and the Treasurer asks the County to exercise its discretion and renew the agreement for one year. No General Fund dollars are required - funding for the service agreement comes exclusively from fees generated by the tax foreclosure process. Karen Conroy will attend Board of Commission meetings to answer any questions.

Agenda Item 1b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RENEW SERVICE CONTRACTS FOR THE PURPOSE OF CONDUCTING PERSONAL SERVICE VISITS

WHEREAS, on April 27, 2010, the Board of Commissioners adopted Resolution #10-125, captioned "Resolution to Authorize Service Contracts For The Purpose Of Conducting Personal Service Visits;" and

WHEREAS, pursuant to Resolution #10-125, the County entered into a service agreement with TC Process Serving, LLC dated June 28, 2011 containing a one year term with an annual renewal option at the discretion of the County; and

WHEREAS, the Treasurer has a continuing need for personal service visits provided by this vendor and asks the County to exercise its discretion under the service agreement with TC Process Serving dated June 28, 2011 and extend the agreement for one additional year; and

WHEREAS, funding for the Personal Service Agreement requires no General Fund money and comes exclusively from fees generated by the tax foreclosure process.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a one year extension of the Personal Service Visits Agreement dated June 28, 2011 with TC Process Serving, LLC.

BE IT FURTHER RESOLVED, the Ingham County Board Chairperson and County Controller/Administrator are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

Agenda Item 1c

June 1, 2012

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

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Attached for your consideration is a proposed resolution to request the County Treasurer, acting as the Foreclosing Governmental Unit under PA123 of 1999, to accept the minimum bid in the name of Ingham County for certain specifically identified properties to be transferred to the Ingham County Land Bank Fast Track Authority (the "Authority").

Under Public Act 123 of 1999, MCL 211.78m (1), "Not later than the first Tuesday in July, immediately succeeding the entry of judgment under section 78k vesting absolute title to tax delinquent property in the foreclosing governmental unit… the county in which that property is located may purchase that property under this section by payment to the foreclosing governmental unit of the minimum bid." The cost of acquisition will be covered by the Authority utilizing a variety of funding sources, including Neighborhood Stabilization Grant funds authorized by the American Recovery and Reinvestment Act of 2009.

On May 7, 2012, the Authority passed a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

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

Agenda Item 1c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO UTILIZE THE COUNTY'S OPTION TO ACQUIRE TAX FORECLOSED PROPERTY

WHEREAS, the Ingham County Treasurer is acting as the foreclosing governmental unit under P.A. 123 of 1999; and

WHEREAS, the General Property Tax Act (PA123 of 1999), allows a county, under MCL 211.78m(1), to purchase tax foreclosed property for the minimum bid which is defined in statute; and

WHEREAS, the County Board of Commissioners wish to utilize their local option to acquire tax foreclosed property not otherwise optioned by the State of Michigan or other local units of government; and

WHEREAS, the Ingham County Land Bank Fast Track Authority (the "Authority") on May 7, 2012 passed a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

THEREFORE BE IT RESOLVED, that the Board of Commissioners request the County Treasurer, acting as the Foreclosing Governmental Unit, to accept the minimum bid in the name of Ingham County for the properties identified in the attached list, subject to local and state option and other deletions as required by statute and Land Bank Priorities, Policies and Procedures.

BE IT FURTHER RESOLVED, that acquisition costs shall be covered by the Ingham County Land Bank Authority.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary documents as approved to form by the County Attorney to convey said properties to the Authority.

2012 Tax Foreclosure Purchases

Parcel Number	Address	Cost
33-01-01-03-151-091	731 E Paulson	15,084.34
33-01-01-03-151-141	816 Community	6,558.59
33-01-01-03-306-161	925 Banghart	5,141.52
33-01-01-03-376-078	2304 N High	7,650.59
33-01-01-03-376-101	2212 N High	3,208.12
33-01-01-03-377-191	1213 Lake Lansing	7,297.07
33-01-01-03-377-301	2321 Commonwealth	7,628.02
33-01-01-04-151-051	637 Carrier	3,625.95
33-01-01-04-177-091	204 W Jackson	5,416.15
33-01-01-04-328-371	339 W Randolph	6,692.37
33-01-01-04-328-451	427 W Randolph	6,449.10
33-01-01-04-352-041	2018 Culver	7,490.82
33-01-01-05-301-311	N Grand River Ave	4,158.58
33-01-01-05-427-075	N Grand River Ave	3,314.76
33-01-01-05-427-211	N Grand River Ave	3,003.85
33-01-01-08-127-431	1703 Glenrose	16,282.72
33-01-01-08-130-061	1530 Redwood	10,581.28
33-01-01-08-130-071	1526 Redwood	6,764.37
33-01-01-08-176-201	1600 W Willow	13,089.54
33-01-01-08-201-051	1710 Glenrose	5,279.40
33-01-01-08-201-231	1729 Roselawn	8,768.09
33-01-01-08-206-131	1436 Robertson	7,526.38
33-01-01-08-228-091	1534 Lansing	5,504.52
33-01-01-08-228-371	1433 Roosevelt	4,661.33
33-01-01-08-229-121	1512 Roosevelt	10,237.56
33-01-01-08-229-191	Knollwood	826.59
33-01-01-08-251-011	1422 N Jenison	10,328.77
33-01-01-08-251-111	1342 N Jenison	6,991.68
33-01-01-08-255-201	1335 Robertson	11,143.33
33-01-01-08-256-201	1337 N MLK Jr	6,190.61
33-01-01-08-281-081	1330 Lansing	3,194.25
33-01-01-08-281-311	1363 Roosevelt	6,586.29
33-01-01-08-282-161	1312 Roosevelt	8,551.03
33-01-01-08-282-341	1341 Knollwood	7,820.54
33-01-01-08-330-041	1126 Cleo	6,229.36
33-01-01-08-332-181	1123 Hapeman	7,559.01
33-01-01-08-336-041	1006 Comfort	2,470.12
33-01-01-08-376-221	813 Cawood	9,080.24
33-01-01-08-376-301	841 Cawood	8,577.08
33-01-01-08-377-141	812 Cawood	6,670.10
33-01-01-08-378-121	1603 Hull	7,481.55
33-01-01-08-378-411	1605 Hyland	5,329.17
33-01-01-08-380-211	731 Comfort	2,815.76

33-01-01-08-380-231	737 Comfort	6,851.11
33-01-01-08-381-091	739 N Jenison	17,366.40
33-01-01-08-402-141	1213 Linwood	9,221.55
33-01-01-08-405-121	1139 Linwood	12,999.96
33-01-01-08-407-281	1111 Glenn	16,651.66
33-01-01-08-407-291	Glenn	1,102.88
33-01-01-08-409-481	W Maple	962.41
33-01-01-08-426-091	1135 Princeton	8,254.61
33-01-01-08-428-371	1117 Princeton	13,795.26
33-01-01-08-452-161	807 Clayton	7,623.16
33-01-01-08-455-291	931 N MLK Jr	18,448.61
33-01-01-08-476-091	820 N MLK Jr	8,697.51
33-01-01-08-481-031	740 N MLK Jr	10,165.40
33-01-01-09-178-112	127 W North	TBD
33-01-01-09-228-021	1932 Polly	5,302.77
33-01-01-09-277-051	1406 Center	7,619.33
33-01-01-09-327-151	1229 N Capitol	8,993.06
33-01-01-09-329-241	319 W Grand River	14,513.14
33-01-01-09-330-012	1126 N Seymour	21,701.07
33-01-01-09-355-001	925 N Sycamore	7,557.67
33-01-01-09-356-111	N Pine	1,088.64
33-01-01-09-356-191	613 Bluff	7,933.86
33-01-01-09-359-051	811 N Pine	7,400.82
33-01-01-09-362-241	621 W Madison	10,599.92
33-01-01-09-406-061	1006 N Washington	TBD
33-01-01-09-430-401	528 E Maple	6,911.04
33-01-01-10-103-181	813 McKinley	10,972.20
33-01-01-10-103-201	807 McKinley	4,840.44
33-01-01-10-104-061	1900 N High	6,799.72
33-01-01-10-128-221	Vermont	885.92
33-01-01-10-129-061	1818 Vermont	9,108.29
33-01-01-10-152-341	812 E North	5,932.20
33-01-01-10-154-191	1408 N High	9,984.25
33-01-01-10-156-151	Case	1,134.46
33-01-01-10-156-162	807 E Grand River	19,138.05
33-01-01-10-157-221	1219 N High	8,969.51
33-01-01-10-176-341	1223 New York	4,564.06
33-01-01-10-176-371	1023 E Grand River	13,105.98
33-01-01-10-176-391	1025 E Grand River	37,050.96
33-01-01-10-181-041	1424 Massachusetts	13,656.90
33-01-01-10-183-171	1255 E Grand River	7,442.05
33-01-01-10-183-181	1257 E Grand River	13,923.52
33-01-01-10-205-231	Ohio	1,476.21
33-01-01-10-254-041	1315 Ohio	10,170.47
33-01-01-10-303-161	921 Porter	11,676.00
33-01-01-10-327-161	1109 Farrand	19,327.24
33-01-01-10-329-361	1015 Johnson	6,740.83
33-01-01-10-331-192	1215 E Oakland	15,438.37

33-01-01-10-376-121	1023 May	7,080.73
33-01-01-10-401-051	1228 Cleveland	8,696.38
33-01-01-10-401-080	1204 Cleveland	16,544.46
33-01-01-10-404-121	1309 Maryland	7,076.57
33-01-01-10-406-301	1217 Maryland	9,583.43
33-01-01-10-411-171	1548 E Grand River	9,310.23
33-01-01-10-480-021	728 Cleveland	17,429.05
33-01-01-10-480-111	1315 E Saginaw	8,349.48
33-01-01-10-483-025	Maryland	1,019.69
33-01-01-14-126-271	501 N Francis	4,196.05
33-01-01-14-310-091	329 S Hayford	TBD
33-01-01-14-327-192	229 S Francis	6,995.54
33-01-01-14-329-101	312 S Mifflin	21,359.34
33-01-01-14-354-181	400 S Hayford	9,210.59
33-01-01-14-358-301	647 S Fairview	6,103.41
33-01-01-14-359-181	S Magnolia	950.26
33-01-01-14-359-191	S Magnolia	1,300.87
33-01-01-14-359-201	S Magnolia	2,436.64
33-01-01-14-362-001	601 S Clemens	11,354.53
33-01-01-14-362-011	S Clemens	1,706.88
33-01-01-14-362-021	S Clemens	1,706.88
33-01-01-14-362-031	S Clemens	1,706.88
33-01-01-14-362-041	S Clemens	1,706.88
33-01-01-14-362-051	S Clemens	1,706.88
33-01-01-14-362-061	S Clemens	1,706.88
33-01-01-14-378-072	528 S Francis	4,091.35
33-01-01-14-379-041	513 S Francis	5,278.21
33-01-01-14-380-211	616 S Francis	8,092.85
33-01-01-14-380-221	612 S Francis	9,260.20
33-01-01-14-381-081	633 S Francis	8,953.84
33-01-01-14-381-191	S Mifflin	2,319.16
33-01-01-14-381-202	626 S Mifflin	7,629.02
33-01-01-15-104-421	504 Lesher	4,854.05
33-01-01-15-126-371	1116 E Saginaw	12,409.82
33-01-01-15-301-071	208 Hill	9,037.29
33-01-01-15-301-091	212 Hill	22,562.69
33-01-01-15-306-173	S Pennsylvania	3,160.12
33-01-01-15-311-051	321 S Eighth	11,886.26
33-01-01-15-330-061	221 Bingham	13,643.67
33-01-01-15-355-111	516 S Pennsylvania	5,874.66
33-01-01-15-355-171	920 Hickory	20,876.80
33-01-01-15-358-291	822 Larned	25,199.71
33-01-01-15-378-044	S Pennsylvania	2,202.02
33-01-01-15-378-201	1121 Bement	11,550.89
33-01-01-15-380-041	1013 Euclid	3,654.01
33-01-01-15-380-311	1018 Bement	12,758.09
33-01-01-15-426-331	132 Allen	6,669.96
33-01-01-15-432-211	331 Shepard	8,583.93

33-01-01-15-451-461	406 Clifford	17,522.42
33-01-01-15-453-002	501 Clifford	7,956.22
33-01-01-15-453-111	537 Clifford	8,147.24
33-01-01-15-476-171	414 Allen	7,218.65
33-01-01-16-478-061	609 Helen	20,273.09
33-01-01-16-479-011	507 Beech	4,353.03
33-01-01-16-479-032	517 Beech	11,720.93
33-01-01-16-479-165	S East	1,449.57
33-01-01-16-479-221	610 Helen	13,207.54
33-01-01-17-126-131	1705 W Saginaw	4,678.52
33-01-01-17-226-182	611 N Butler	13,653.54
33-01-01-17-226-262	923 W Saginaw	11,883.94
33-01-01-17-227-061	816 W Lapeer	13,252.83
33-01-01-17-227-071	814 W Lapeer	5,628.67
33-01-01-17-231-261	N Butler	3,370.93
33-01-01-17-252-141	321 Howe	3,816.21
33-01-01-17-252-171	1327 W Shiawassee	20,156.32
33-01-01-17-253-071	1314 W Ionia	5,007.43
33-01-01-17-255-071	1120 W Ionia	10,563.98
33-01-01-17-255-231	1119 W Shiawassee	9,968.66
33-01-01-17-257-021	220 Westmoreland	7,546.54
33-01-01-17-260-021	110 Lahoma	6,462.06
33-01-01-17-401-061	1310 W Allegan	12,147.56
33-01-01-17-401-071	1306 W Allegan	9,181.04
33-01-01-17-428-282	200 S Butler	TBD
33-01-01-20-108-031	1901 Olds	15,009.00
33-01-01-20-130-041	1616 William	13,993.98
33-01-01-20-131-031	815 Riverview	7,442.08
33-01-01-20-132-001	1821 William	5,848.56
33-01-01-20-135-021	909 Riverview	16,225.86
33-01-01-20-411-001	1603 Park	36,511.94
33-01-01-20-411-121	1309 Hammond	13,007.63
33-01-01-21-254-040	Clear	1,100.66
33-01-01-21-277-035	1032 Beech	7,182.21
33-01-01-21-351-050	1616 Beal	7,535.40
33-01-01-21-351-050	1408 Linval	9,348.73
33-01-01-21-430-185	1514 Linval	9,565.20
33-01-01-21-430-225	524 Baker	13,871.03
33-01-01-21-454-001	Isbell	1,250.80
33-01-01-21-459-015	1616 Herbert	3,712.36
33-01-01-21-463-070	1819 Herbert	12,029.35
33-01-01-21-477-145	546 Avon	3,895.50
33-01-01-21-478-070	1612 Bailey	7,681.72
33-01-01-21-480-070	547 Norman	10,133.09
33-01-01-21-481-040	615 Norman	9,323.35
33-01-01-22-130-051	1023 S Pennsylvania	14,900.70
33-01-01-22-134-071	1019 Walsh	4,242.30
33-01-01-22-205-222	1012 Bensch	4,609.61

33-01-01-22-205-231	1010 Bensch	8,372.79
33-01-01-22-206-052	1019 Bensch	8,147.81
33-01-01-22-208-131	1041 McCullough	6,277.98
33-01-01-22-230-112	Shepard	1,128.86
33-01-01-22-230-161	1036 Leslie	6,458.71
33-01-01-22-253-051	1117 Dakin	9,362.96
33-01-01-22-253-091	1135 Dakin	10,114.00
33-01-01-22-255-042	1211 S Holmes	5,372.34
33-01-01-22-301-031	713 Beulah	15,490.48
33-01-01-22-308-021	1407 Pontiac	13,557.73
33-01-01-22-351-312	1512 Lyons	12,613.81
33-01-01-22-352-161	1629 Lyons	8,931.13
33-01-01-27-155-141	Tisdale	1,225.78
33-01-01-27-156-001	908 Edison	6,090.52
33-01-01-28-105-071	618 Cooper	5,519.14
33-01-01-28-151-005	No Street Frontage	17,160.04
33-01-01-28-201-031	1921 Forest	7,995.06
33-01-01-28-226-171	528 E Mt Hope	6,150.98
33-01-01-28-227-572	548 E Mt Hope	17,226.23
33-01-01-28-302-101	508 Dunlap	9,222.44
33-01-01-28-376-261	421 W Hodge	6,200.55
33-01-01-28-433-201	550 Denver	7,943.02
33-01-01-29-202-241	1121 W Mt Hope	7,525.35
33-01-01-29-202-251	W Mt Hope	15,185.87
33-01-01-29-227-061	904 Lenore	4,017.96
33-01-01-29-278-011	2505 S MLK Jr	5,630.44
33-01-01-29-376-052	1822 W Holmes	20,783.80
33-01-01-29-426-241	712 Dunlap	4,559.70
33-01-01-30-427-157	2900 Maloney	9,086.83
33-01-01-31-103-071	3615 Brighton	6,441.29
33-01-01-31-126-291	3430 Glenbrook	12,237.36
33-01-01-31-128-125	Berwick	1,703.86
33-01-01-31-128-211	3328 Grantsburg	5,809.24
33-01-01-31-153-211	4018 Hillborn	10,552.46
33-01-01-31-276-101	2600 Greenbelt	12,811.93
33-01-01-31-306-141	3500 Ronald	8,164.41
33-01-01-31-405-261	4512 Ingham	12,271.47
33-01-01-31-451-011	4720 Ballard	20,193.27
33-01-01-31-479-191	2212 W Jolly	9,077.35
33-01-01-32-101-231	2008 Ferrol	20,129.73
33-01-01-32-278-021	3917 Burchfield	15,051.69
33-01-01-32-304-002	4308 Christiansen	12,789.28
33-01-01-32-352-021	Starr	8,447.23
33-01-01-32-376-322	W Jolly	1,592.58
33-01-01-32-427-021	4501 S MLK Jr	23,385.20
33-01-01-32-477-261	836 Dornell	13,398.70
33-01-01-32-478-101	4908 Delray	5,874.19
33-01-01-33-101-062	Burchfield	1,275.82

33-01-01-33-254-251	312 E Mason	15,830.87
33-01-01-33-256-001	300 Fenton	5,509.03
33-01-01-33-404-171	208 E Everettdale	6,713.89
33-01-01-33-406-361	109 Cox	9,013.16
33-01-01-34-110-291	908 Irvington	9,720.92
33-01-01-35-328-181	2530 Dier	4,628.25
33-01-01-35-351-151	Wayne	1,592.72
33-01-05-03-101-141	835 Armstrong	17,364.08
33-01-05-03-352-431	E Miller	6,244.58
33-01-05-04-252-051	218 Redner	15,115.39
33-01-05-04-427-031	623 Louisa	7,299.85
33-01-05-05-103-013	5117 Hughes	10,236.69
33-01-05-05-202-051	Balzer	20,016.41
33-01-05-05-202-222	1315 W Jolly	18,136.80
33-01-05-05-276-021	5317 S MLK Jr	11,584.90
33-01-05-05-329-031	5833 Valencia	6,244.51
33-01-05-05-329-221	5802 Hughes	21,589.48
33-01-05-05-351-031	2130 Newark	7,901.12
33-01-05-05-428-191	826 R G Curtis	8,271.81
33-01-05-06-201-211	2805 W Jolly	8,488.43
33-01-05-06-226-112	2213 W Jolly	15,891.78
33-01-05-06-303-041	3814 Coachlight Common	11,225.66
33-01-05-06-352-071	3618 Coachlight Common	6,673.18
33-01-05-06-478-215	No Street Frontage	890.42
33-01-05-06-479-001	2219 Newark	11,481.26
33-01-05-09-176-321	6428 Sommerset	4,938.78
33-01-05-10-205-067	6336 Beechfield	7,639.88
33-01-05-10-205-131	6136 Beechfield	11,306.77
33-01-05-10-227-017	6133 Scotmar	12,391.27
33-02-02-03-403-001	6200 Columbia	21,288.33
33-02-02-03-403-007	Columbia	15,769.30
33-02-02-10-203-014	5975 Harvey	3,087.18
33-02-02-10-354-007	Star Flower	649.16
33-02-02-10-376-005	Lady Slipper	2,123.43
33-02-02-16-400-029	Okemos	9,352.91
33-02-02-29-255-001	Creekstone	646.56
33-02-02-29-255-005	Creekstone	814.56
33-02-02-29-255-011	Creekstone	646.56
33-02-02-29-256-001	Aztec	673.66
33-02-02-29-256-003	Creekstone	667.32
33-07-07-05-400-002	331 Linn	10,998.51
33-10-10-20-200-019	W Tomlinson	1,558.87
33-10-10-20-200-020	W Tomlinson	651.20
33-10-10-30-100-025	S College	4,215.80
33-10-10-30-100-027	S College	5,860.57
33-13-13-06-400-004	6134 Ferris	7,578.00
33-13-13-29-431-006	4836 Onondaga	4,426.02
33-14-14-08-400-017	2655 Ingalls	5,094.68

33-14-14-13-300-003	3994 Woods	4,796.85
33-14-14-16-100-003	Hull	700.13
33-15-15-18-200-008	Meridian	3,064.39
33-15-15-18-200-009	Meridian	3,120.83
33-15-15-22-300-005	4375 Williamston	2,750.63
33-15-15-35-400-013	Baseline	7,153.41
33-16-16-21-200-038	Adams	4,007.60
33-16-16-21-300-009	3495.5 Morton	8,453.10
33-17-14-21-301-012	Hull	28,396.05
33-17-14-21-329-010	Doty	1,663.08
33-17-14-21-329-011	Cameo	4,229.89
33-17-14-21-378-024	412 W Bellevue	12,026.32
33-17-14-21-381-017	Race	1,886.11
33-17-14-21-381-018	Race	1,886.11
33-17-14-21-381-019	Race	1,886.11
33-17-14-21-381-020	Race	1,886.11
33-17-14-21-381-021	Race	1,886.11
33-17-14-21-381-022	Race	1,886.11
33-17-14-21-381-023	Race	1,886.11
33-17-14-21-381-024	Race	1,886.11
33-17-14-21-381-025	Race	1,886.11
33-17-14-21-381-026	Race	1,886.11
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33-17-14-21-381-028	Race	1,886.11
33-17-14-21-381-029	Race	1,886.11
33-17-14-21-381-030	Race	1,886.11
33-17-14-21-381-031	Race	1,886.11
33-17-14-21-381-032	Race	1,886.11
33-17-14-21-381-033	Race	1,886.11
33-17-14-21-381-034	Race	1,886.11
33-17-14-21-381-035	Race	1,886.11
33-17-14-21-381-036	Race	1,886.11
33-17-14-21-381-037	Race	1,886.11
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33-17-14-21-381-043	Race	1,886.11
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33-17-14-21-381-057	Race	1,886.11
33-17-14-21-381-058	Race	1,886.11
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33-17-14-21-381-060	Race	1,886.11
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33-17-14-21-381-067	Race	1,886.11
33-17-14-21-381-068	Race	1,886.11
33-17-14-21-381-069	Race	1,886.11
33-17-14-21-381-070	Race	1,886.11
33-17-14-21-381-071	Race	1,886.11
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33-17-14-21-381-075	Race	1,886.11
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33-17-14-21-381-077	Race	1,886.11
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33-17-14-21-381-079	Race	1,886.11
33-17-14-21-381-080	Race	1,886.11
33-17-14-21-381-081	Race	1,886.11
33-17-14-21-381-082	Race	1,886.11
33-17-14-21-381-083	Race	1,886.11
33-17-14-21-381-084	Race	1,886.11
33-17-14-21-381-085	Race	1,886.11
33-17-14-21-381-086	Race	1,886.11
33-17-14-21-381-087	Race	1,886.11
33-17-14-21-381-088	Race	1,886.11
33-17-14-21-381-089	Race	1,552.09
33-17-14-21-381-090	Race	1,886.11
33-17-14-21-381-091	Race	1,886.11
33-17-14-21-381-092	Race	1,886.11
33-17-14-21-381-093	Race	1,886.11
33-17-14-21-381-094	Race	1,886.11
33-17-14-21-381-095	Race	1,886.11
33-17-14-21-381-096	Race	1,886.11
33-17-14-21-381-097	Race	1,886.11
33-17-14-21-381-098	Race	1,886.11
33-17-14-21-381-099	Race	1,886.11
33-17-14-21-381-100	Race	1,886.11

33-17-14-21-381-101	Race	1,886.11
33-17-14-21-381-102	Race	1,886.11
33-17-14-21-381-103	Race	1,886.11
33-17-14-21-381-104	Race	1,886.11
33-17-14-21-381-105	Race	1,886.11
33-17-14-21-381-106	Race	1,886.11
33-17-14-21-381-107	Race	1,886.11
33-17-14-21-381-108	Race	1,886.11
33-17-14-21-381-109	Race	1,886.11
33-17-14-21-381-110	Race	1,886.11
33-17-14-21-381-111	Race	1,886.11
33-17-14-21-381-112	Race	1,886.11
33-17-14-21-381-113	Race	1,886.11
33-17-14-21-381-114	Race	1,886.11
33-17-14-21-381-115	Race	1,886.11
33-17-14-21-381-116	Race	1,886.11
33-17-14-21-381-117	Race	1,886.11
33-17-14-21-381-118	Race	1,886.11
33-17-14-21-381-119	Race	1,886.11
33-17-14-21-381-120	Race	1,886.11
33-17-14-21-381-121	Race	1,886.11
33-17-14-21-381-122	Race	1,886.11
33-17-14-21-381-123	Race	1,886.11
33-17-14-21-381-124	Race	1,886.11
33-17-14-21-381-125	Race	1,886.11
33-17-14-21-381-126	Race	1,886.11
33-17-14-21-381-127	Race	1,886.11
33-17-14-21-381-128	Race	1,886.11
33-17-14-21-381-200	Race	1,568.85
33-17-14-21-455-005	115 Church	7,911.27
33-17-14-28-203-011	117 E Bellevue	8,363.13
33-17-14-28-227-001	411 E Bellevue	6,493.10
33-18-03-34-428-017	Churchill Downs	5,075.35
33-18-03-36-379-003	520 E Middle	23,037.15
33-18-07-02-476-001	Cambridge	654.86
33-19-10-08-201-007	509 W Columbia	12,084.13
33-19-10-09-151-002	110 E Oak	16,388.96
33-20-01-12-118-105	Weatherhill	4,362.72
33-20-02-08-178-017	Haslett	4,267.89
33-21-01-07-301-038	3810 Macon	12,615.06
33-21-01-14-330-007	S Mifflin	5,195.81
33-21-01-14-452-008	431 S Detroit	5,365.63
33-21-01-18-180-015	118 N Deerfield	5,295.46
33-21-01-18-204-024	N Rosemary	3,094.76
33-21-01-18-208-023	413 N Rosemary	15,207.12
33-21-01-18-251-004	227 Brynford	5,753.41
33-21-01-18-403-018	2828 W Washtenaw	4,654.88
33-21-01-18-428-001	2419 W Michigan	8,931.35

33-21-01-18-428-016	124 Hungerford	5,445.97
33-21-01-18-428-023	W Washtenaw	1,787.52
33-21-01-18-428-025	W Washtenaw	1,827.54
33-21-01-18-429-022	2304 W Washtenaw	5,092.61
33-21-01-18-431-001	307 S Hathaway	6,128.13
33-25-05-11-357-005	Kate	2,180.06
33-25-05-13-179-012	Keller	2,501.27
33-25-05-14-427-002	2228 Depot	11,903.90
33-25-05-16-426-011	2197 Eifert	5,786.47
33-25-05-22-227-015	1953 Adelpha	8,061.12
33-25-05-23-351-006	1601 Grayfriars	17,135.05
33-25-05-29-226-009	1463 Onondaga	5,323.24
33-41-11-22-204-008	South	8,372.04
33-42-16-26-115-001	E Main	6,070.43
33-42-16-26-131-005	E Main	3,910.10
33-42-16-27-279-003	414 Cherry	11,183.31
33-42-16-27-287-006	S Wood	3,216.98
33-43-08-11-227-012	468 N Main	12,427.94

Agenda Item 2

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING A COUNTY ROAD ADVISORY BOARD FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, due to Ingham County absorbing the Ingham County Road Commission on June 1, 2012 and creating the Ingham County Department of Transportation and Roads; and

WHEREAS, the Ingham County Board of Commissioners has expressed an interest in establishing a Road Advisory Board; and

WHEREAS, the Advisory Board will consist of 16 members, the Supervisor from each township and/or their designee; and

WHEREAS, after two years the Advisory Board will be evaluated to see if changes should be made to the committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes a County Road Advisory Board, after which an evaluation of the Board will occur in order to ensure they are meeting the needs set forth by way of this resolution.

BE IT FURTHER RESOLVED, that the Advisory Board will consist of 16 township supervisors and/or their designee.

BE IT FURTHER RESOLVED, that the responsibilities of the County Road Advisory Board will be to assist the Managing Director with the development of a strategic plan, review pavement management systems, review traffic data, review and recommend projects nominated for federal aid, and to review and recommend local construction project plans.

BE IT FURTHER RESOLVED, that the County Road Advisory Board will not be involved with the day to day departmental operations, staff supervision, budgeting and financial operations.

BE IT FURTHER RESOLVED, that the Board of Commissioners will have all final action on all Advisory Board suggestions.

Agenda Item 3

M E M O R A N D U M

TO: County Services Committee

FROM: David Easterday, Circuit Court Administrator

RE: Request To Waive The Hiring Freeze And Delay For Judge Canady's Court Officer / Research Clerk Position

DATE: June 1, 2012

Judge Canady's Court Officer / Research Clerk has submitted her letter of resignation stating that she will be leaving her position on July 13, 2012. The position is also known as the Law Clerk.

Judge Canady relies heavily of the support of the Court Officer and without someone in the position he would have a difficult time fulfilling his duties as an Ingham County Judge.

Each Circuit Court Judge has three staff members for their office. They include a Judicial Assistant, Court Reporter and Court Officer. Not having all three staff members would create a severe hardship on the ability to do the work in the Judicial Office. The biggest concern is that the Court Officer is the only staff member of the office who possesses accreditation to assist the Judge in the analysis of law. All Judges, including Judge Canady, rely on the Court Officer extensively in this area.

The Court Officer helps the Judge and his staff on a daily basis by assisting in the legal review of orders, motions and personal protection orders by communicating legal concerns and direction not only to the Judge but also to attorneys and individuals in pro per. She helps in the preparation of daily cases, acts as back-up to the Judicial Assistant, retrieves documents and filings from an already overwhelmed clerk's office and helps analyze and execute new statutes and court rules. On a larger scale the Court Officer is the first in line to create order and security for the Judge, his staff, jurors and the general public. This position is the only staff member deputized by the Ingham County Sheriff's Office and has the ability to arrest and escort prisoners in the absence of Sheriff's Office deputies. Additionally, the Court Officer has the distinct responsibility for jurors on the Judge's behalf. She must escort the jurors to and from the Courtroom and juror room and act as liaison between the jury and the Judge.

The Circuit Court utilizes Court Officers each week to assist the Personal Protection Order Judge when those hearings are held. Once again the Court Officer is the only person with a legal background able to assist that judge in the interpretation and execution of the proper laws and procedures that go along with PPOs. The loss of Judge Canady's Court Officer would create a hardship on the other Judges as their Court Officers would need to fill in on extra days, not allowing them to complete the duties of their assigned Judges.

Because of the importance of the Court Officer position Judge Canady would like to request an exception to the hiring delay and hiring freeze for his position. Both he and I understand the current financial status of Ingham County and its budget crisis, but he needs this position filled in order to honor his responsibility as an elected official of Ingham County. A Court Officer is imperative so that he is able to complete his duty to provide justice and fairness to the people of the 30th Circuit Court.

Thank you for your consideration.

Agenda Item 4

MEMORANDUM

TO: County Services

FROM: Maureen Winslow

DATE: June 7, 2012

RE: **Suspension of Hiring Freeze and Delay for Two Senior Juvenile Court Officer and One Juvenile Court Officer Positions**

As of June 30, 2012, the Circuit Court Family Division will have two Senior Juvenile Court Officer and one Juvenile Court Officer positions vacant, all due to retirements.

We are requesting the suspension of the hiring freeze to fill these positions. The Court understands the economic reasons for the hiring freeze, yet believes our mission in reducing juvenile criminal recidivism would be jeopardized tremendously by leaving these positions empty.

A Senior Juvenile Court Officer and each Juvenile Court Officer is responsible to investigate and make recommendations to the Court as to the most appropriate individualized treatment plan for each youth and his or her family under the jurisdiction of the Court for delinquency and/or child abuse and neglect. Additionally, a Senior JCO and each JCO monitor the progress made and submit reports to the Court until the Court deems it appropriate to dismiss jurisdiction. Due to extensive experience and leadership qualities, Senior Juvenile Court Officers work with individuals and parents considered to have extremely complex family dynamics while guiding other Juvenile Court Officers in their work. The Family Division is committed to utilizing best practice methods in case management which is evidence based.

One of the two Senior Juvenile Court Officer and one Juvenile Court Officer positions that are the basis of this request are in the Child Care Fund which results in the State reimbursement of 50% for their salary and benefits. The other Senior Juvenile Court Officer position is 100% General Fund, however, the state does reimburse a small amount through a quarterly grant which offsets the costs by about 10%.

Administrative Order 1985-5 requires the Family Division of each county to employ a minimum of one delinquency probation officer/casework staff person for every 6,000 children less than 19 years of age in the county. The Child Care Fund will not reimburse counties for these employees as they are required as part of this Administrative Order. The Senior Juvenile Court Officer in this position funded with all General Fund dollars is counted towards this mandate, eliminating the possibility of jeopardizing Child Care Fund dollars.

Since the Senior Juvenile Court Officer is considered a career ladder position, as noted in the OPEIU contract, current Juvenile Court Officers will apply for the promotions which will result in two more Juvenile Court Officer positions vacancies. If that happens, I would like to have the hiring freeze and delay lifted for those positions.

The range of dangerous issues our workers are faced with on a daily basis include gang activity, weapons, drugs, and parental criminality. Their jobs require them to be in “the field” to do home checks. As a safety precaution, there are times two Juvenile Court Officers are necessary to go to certain homes or to transport an unstable youth. Without filling these vacant positions, the safety of our staff will be compromised.

It should be noted that, in addition to the vacancies noted in this memo, we have an open Referee position as well as ½ of a shared time Receptionist position vacant. At this time, we are analyzing the need for these positions.

Thank you.

Agenda Item 5a

MEMORANDUM

TO: County Services Committee

FROM: Renée B. Canady, PhD, MPA, Health Officer

DATE: June 7, 2012

RE: Request for a 90 Day Leave Without Pay

Ms. Kim Varana, Community Health Representative II in the Health Plan Management Unit has been on leave since December 28, 2011, due to the premature birth of her twin sons. Her FMLA expired on March 26, 2012. She has been granted a 10 Day LWOP and a 60 Day LWOP. On April 9, 2012, Ms. Varana returned to work on a part-time schedule. Ms. Varana is requesting to continue to work a part time schedule through September 30th. As a result, she will need approval for a 90 Day LWOP. Her infants require extensive medical appointments and continue to need significant care.

Debra Brinson and I support this request. Should the needs of the unit change, we will discuss alternative options with Ms. Varana.

Agenda Item 5b

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: June 8, 2012

RE: Resolution to Provide On-call Bonus Payments to Physician Assistants Employed in the Ingham County Health Department

After-hour, weekend and holiday on-call has historically been provided through the Ingham Community Health Center Network by MNA Nurse Practitioners, ICEA Medical Social Workers, and PHN Public Health Nurses. The MNA, ICEA, and PHN collective bargaining agreements provide for on-call compensation.

In Resolution #03-042, on call bonus payments was authorized to include Physicians employed by the County under the Managerial and Confidential Employee Personnel Manual.

The County has agreed that Physician Assistants employed under the Managerial and Confidential Employee Personnel Manual will provide on-call coverage. Physician Assistants will be paid an "on-call" bonus rate. The “On-call" bonus rate will be paid quarterly and will include work-related telephone calls.

I recommend that the Board of Commissioners approve this resolution to provide on-call bonus payments to physician assistants employed by the Ingham County Health Department.

c: Debra Brinson
Barb Mastin
John Jacobs
Jonathon MacGowen
Carolyn Redman

Agenda Item 5b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE ON-CALL BONUS PAYMENTS TO PHYSICIAN ASSISTANTS EMPLOYED IN THE INGHAM COUNTY HEALTH DEPARTMENT

WHEREAS, the after-hour, weekend and holiday on-call has historically been provided by MNA Nurse Practitioners, ICEA Medical Social Workers, and PHN Public Health Nurses, and the MNA, ICEA, and PHN collective bargaining agreements provide for on-call compensation; and

WHEREAS, in Resolution #03-042. On-call bonus payments included Physicians employed by the County under the Managerial and Confidential Employee Personnel Manual; and

WHEREAS, the County has agreed that Physician Assistants employed by the County under the Managerial and Confidential Employee Personnel Manual shall begin to participate in the on-call coverage.

THEREFORE BE IT RESOLVED, that the Physician Assistants in the Health Department hired under the Managerial/Confidential Employee Personnel Manual shall receive and will be paid an "on-call" bonus equal to $2.86/hour for weekdays (Monday through Friday), and $3.23/hour for weekends and holidays.

BE IT FURTHER RESOLVED, that "on-call" bonus shall be paid quarterly, “on-call” status bonus shall include work-related telephone calls.

Agenda Item 5c

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: June 7, 2012

RE: Recommendation to Amend Resolution 11-235

In Resolution 11-235, the Ingham County Board of Commissioners authorized the acceptance of the Child & Adolescent Health Center awards from the Michigan Department of Community Health (MDCH), which provided a total of $3.375 million over five years.

The Michigan Department of Community Health (MDCH) notified the Health Department's Community Health Center Network (CHCN) of an increase in funding of approximately 10% (up to $375,000 total or up to $75,000 per year). The new grant allocations for the Child & Adolescent Health Centers are:

- Gardner SWP - $110,000 (currently $100,000)
- Willow - $250,000 (currently $225,000)
- Otto - $195,000 (currently $175,000)
- Sexton - $195,000 (currently $175,000)

The new base allocations will take effect this current fiscal year, 2012, and will be applicable to costs for the remainder of the fiscal year. MDCH plans to continue the new allocations for the remainder of the grant cycle, through FY 2017, upon approval of a revised budget and work plan.

MDCH conducted its three year review of the child and adolescent health center programs and strongly encouraged the CHCN to use these additional funds to address issues related to:

- Patient Centered Medical Home recognition
- Quality Assurance activities, including compliance monitoring
- Outreach and Enrollment activities related to Medicaid and other health insurance
- Outreach Activities related to youth retention and engagement

As a result, the CHCN will use these additional funds for the following activities:

- Contract with KMD Consulting for up to $35,000 per year, not to exceed $175,000 over the five year period to assist in coordinating Patient Centered Medical Home activities, assist in the development, tracking and training related to ongoing compliance monitoring, assist in outreach and enrollment activities to ensure youth are enrolled in an insurance plan and to assist in outreach and engagement activities to recruit and retain youth in care.

- Engage in health education and outreach activities at each of its four child and adolescent health centers for $35,000 per year, not to exceed $175,000 over the five year period to be used to fund special part time health advocates who will conduct outreach activities related to youth retention and engagement.

In addition, as a condition of these awards, the Ingham CHCN was required to establish a local community advisory committee, which was representative of the community and included a broad range of stakeholders and school staff. Resolution 11-235 approved an agreement with the School Community Health Alliance of Michigan with a cost of up to $25,000 for these services. MDCH is now requiring the CHCN to allocate funds to establish a local community advisory committee at each of its four Child and Adolescent Health Centers. For this reason, the ICHD proposes to increase this agreement to up to $30,000 per year, not to exceed $150,000.

I recommend that the Board of Commissioners adopt the amendment to Resolution #11-235 and authorize acceptance of the Michigan Department of Community Health Child and Adolescent Health Center awards to support the continued operations of the Health Department's Child and Adolescent Health Centers.

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jonathon MacGowen, w/ attachment
Jan Kimble, w/ attachment
Carolyn Redman, w/ attachment

ADOPTED-JULY 26, 2011
Agenda Item No. 32

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE CHILD AND ADOLESCENT HEALTH CENTER AWARDS FROM THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

RESOLUTION #11-235

WHEREAS, in January 2011, the Ingham County Health Department (ICHD) Community Health Center Network (CHCN) responded to a competitive grant opportunity through the Michigan Department of Community Health to continue funding Willow Health Center, Otto Health Center and the School Wellness Program at Gardner Middle School; and

WHEREAS, the ICHD CHCN also proposed the creation of a new school-based health center at a high school within the Lansing School District; and

WHEREAS, the Michigan Department of Community Health awarded the grants to the ICHD CHCN; and

WHEREAS, the Ingham County Community Health Center Board, as the Board of Commissioners FQHC Co-applicant Board, has reviewed and recommends the acceptance of Child and Adolescent Health Center awards, which continue funding the aforementioned health centers; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes and accepts these awards in the amounts of $100,000 per year to support the continued operations of the School Wellness Program at Gardner Middle School; $175,000 per year to support the continued operations at Otto Community Health Center; $225,000 to support the continued operations at Willow Health Center, and $175,000 to start a new school-based health center and fund its operations at a Lansing School District High School. These awards will provide a total of almost $3.4 million over five years to the Ingham County Health Department; and

WHEREAS, the Deputy Health Officer for Community Health Care Services has indicated that the following positions must be established in order to effectively perform the requirements of these grant awards:

Community Health Representative II (UAW D) – 1.0 FTE
Health Center Nurse (MNA 1) – 1.0 FTE
Clinic Assistant I (UAW D) – 1.0 FTE
Nurse Practitioner (MNA 6) – 1.0 FTE
Assistant Social Worker (ICEA PRO 5) – 0.5 FTE
Health Educator II (ICEA PRO 9) – 0.5 FTE
Lead Senior Accountant (ICEA PRO 9) – 1.0 FTE

WHEREAS, as a condition of these awards, the ICHD Community Health Center Network is required to establish a local community advisory committee. The advisory committee must be representative of the community and include a broad range of stakeholders and school staff. One-third of the committee members must be parents of school-aged youth. The committee must approve certain policies related to the health center; and

ADOPTED-JULY 26, 2011
Agenda Item No. 32

RESOLUTION #11-235

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with the School-Community Health Alliance of Michigan to provide support and assist in parent and youth engagement to the committee as required; and

WHEREAS, the amount for this agreement will not exceed $25,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the $100,000 per year to support the continued operations of the School Wellness Program at Gardner Middle School; $175,000 per year to support the continued operations at Otto Community Health Center; $225,000 to support the continued operations at Willow Health Center, and $175,000 to start a new school-based health center and fund its operations at a Lansing School District High School.

BE IT FURTHER RESOLVED, the grant agreements will be for the time period of October 1, 2011 through September 30, 2016.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the establishment of the following positions:

Community Health Representative II (UAW D) – 1.0 FTE
Health Center Nurse (MNA 1) – 1.0 FTE
Clinic Assistant I (UAW D) – 1.0 FTE
Nurse Practitioner (MNA 6) – 1.0 FTE
Assistant Social Worker (ICEA PRO 5) – 0.5 FTE
Health Educator II (ICEA PRO 9) – 0.5 FTE
Lead Senior Accountant (ICEA PRO 9) – 1.0 FTE

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the establishment of an agreement with the School-Community Health Alliance of Michigan from October 1, 2011 through October 31, 2016 to establish and maintain the required local community advisory committee and that this agreement will not exceed $25,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed, including a NextGen license for the Nurse Practitioner position.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and County Clerk are 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: Tennis, McGrain, Koenig, Nolan, Vickers, Dougan
Nays: None **Absent:** None **Approved 7/25/11**

COUNTY SERVICES: Yeas: De Leon, Copedge, Celentino, Schor, Vickers, Dragonetti
Nays: None **Absent:** None **Approved 7/19/11**

FINANCE: Yeas: Schor, Tsernoglou, Nolan, Bahar-Cook, Dougan
Nays: None **Absent:** McGrain **Approved 7/20/11**

Agenda Item 5c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #11-235, TO EXCEPT INCREASED AWARDS TO SUPPORT THE CONTINUED OPERATIONS OF THE HEALTH DEPARTMENT'S CHILD AND ADOLESCENT HEALTH CENTERS

WHEREAS, In Resolution #11-235, the Ingham County Board of Commissioners authorized the acceptance of $100,000 per year to support the continued operations of the School Wellness Program at Gardner Middle School; $175,000 per year to support the continued operations at Otto Community Health Center; $225,000 to support the continued operations at Willow Health Center, and $175,000 to start a new school-based health center and fund its operations at a Lansing School District High School; and

WHEREAS, the Michigan Department of Community Health (MDCH) notified the Health Department's Community Health Center Network of an increase in funding of approximately 10% (up to $375,000 total or up to $75,000 per year). The new grant allocations for the Child & Adolescent Health Centers are:

- Gardner SWP - $110,000 (currently $100,000)
- Willow - $250,000 (currently $225,000)
- Otto - $195,000 (currently $175,000)
- Sexton - $195,000 (currently $175,000)

WHEREAS, the new base allocations shall take effect in fiscal year 2012 and shall be applicable to costs for the remainder of the fiscal year; and

WHEREAS, it is the intent of the Michigan Department of Community Health to continue the new allocations for the remainder of the grant cycle through FY 2017, upon approval of a revised budget and work plan; and

WHEREAS, the Ingham Community Health Center Board of Directors has approved the amendment to the existing agreements; and

WHEREAS, the Health Officer recommends that the Board of Commissioners adopt the amendments to Resolution #11-235 and authorize acceptance of the increased amounts to the Michigan Department of Community Health Child and Adolescent Health Center awards to support the continued operations of the Health Department's Child and Adolescent Health Centers.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of up to $375,000 in additional funds from the Michigan Department of Community to support the continued operations of the Health Department's Child and Adolescent Health Centers.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the establishment of an agreement with KMD consulting for up to $35,000 per year from October 1, 2011 – October 31, 2016, not to exceed $175,000 over the five year period to assist in coordinating Patient Centered Medical Home activities, assist in the development, tracking and training related to ongoing compliance monitoring, assist in outreach and enrollment activities to ensure youth are enrolled in an insurance plan and to assist in outreach and engagement activities to recruit and retain youth in care.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes up to $35,000 per year, or up $175,000 over the five year period, to engage in health education and outreach activities at each of its four child and adolescent health centers to be used to fund special part time health advocates who will conduct outreach activities related to youth retention and engagement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an amendment to increase the agreement with the School-Community Health Alliance of Michigan by $5,000 annually, from October 1, 2011 through October 31, 2016 to establish and maintain the required local community advisory committees and that this agreement will not exceed $30,000 per year.

BE IT FURTHER RESOLVED, that all other terms and conditions of resolution 11-235 remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

Agenda Item 6

MEMORANDUM

TO: County Service Committee

FROM: Jim Hudgins, Director of Purchasing

DATE: June 11, 2012

SUBJECT: Request to Waive the 6-Week Hiring Delay

This is a request to waive the 6-week hiring freeze for the Purchasing Assistant position, which will become vacant on June 29, 2012. The current employee in this position has been on medical leave since March 29, 2012 and is not expected to return to work. This is a UAW position.

There are four employees approved in the 2012 Budget for the Purchasing Department: Purchasing Director, Purchasing Assistant, Courier and Copy Center Coordinator. Through attrition the Procurement Specialist (Buyer) position was eliminated approximately two years ago, and the Copy Center Operator position about five years ago. The Courier and Copy Center Coordinator assist each other in their respective areas and cover each other's time-off requests.

The Purchasing Assistant position is critical to the operation of the Purchasing Department. This position has many important duties and responsibilities, not the least of which are: registering purchasing vendors; processing invoices for payment; processing payroll and p-cards; answering phones; ordering copiers; greeting vendors; explaining the County's purchasing policies and procedures and bidding opportunities to new vendors; assisting in the bidding process (e.g. advertising and posting bids and proposals, opening and recording bids); faxing Purchase Orders to vendors; writing the Annual Report; filing bids and proposals; maintaining the department's webpage; processing prevailing and living wage reports; scheduling meetings; writing bids and proposals; meeting with vendors; monitoring monthly budget; and, assisting in budget preparations. This position also performs some administrative functions for the Facilities Department.

Not filling the Purchasing Assistant position would have the following ramifications: there will be a longer lead time for departments receiving required goods and services; the bidding process will take longer; vendors will not be able to register in a timely manner; invoices will go unpaid longer; phone calls and e-mails may go unanswered; meetings with vendors will be postponed; the issuance of purchase orders and contracts will take longer; and, evaluating ways to save money and improve policies and procedures will be limited. Cutting this position would also have an adverse effect on the Facilities Department as the Purchasing Assistant assists with some of its administrative duties.

Thank you for your consideration. I will be present at the June 19 County Services meeting to answer any questions.

Cc: Mary Lannoye, County Controller and Administrator
Travis Parsons, Human Resources Director
Chuck Gray, UAW Unit Chair
Rick Terrill, Facilities Director

Agenda Item 7a

MEMO

To: County Services and Finance Committees
From: Stacy Byers
Date: May 14, 2012
Re: Approval to close on the 2010 Baumer, Tomlinson and Scripter Properties

AGENDA ITEM TITLE: RESOLUTION APPROVING CLOSING ON THE 2010 BAUMER, TOMLINSON AND SCRIPTER PROPERTIES.

This resolution approves closing on the 2010 Baumer, Scipter and Tomlinson properties. All three farms have received matching funds from the Federal Farm and Ranchland Protection Programs (FRPP). The FOSP Board has completed all necessary due diligence and closing requirements, of both the FRPP and FOSP board. The FOSP Board has sufficient funds to purchase Conservation Easements on the three properties and closing would fulfill the Option Agreements.

Name	Acres	Price	County	Federal
Tomlinson	215	$116,100.00	$65,790.00	$50,409.96
Scripter	109	$78,300.00	$44,370.00	$33,930.00
Baumer	207	$125,000.00	$62,500.00	$62,500.00

There may be future monitoring and enforcement costs (in the event of a conflict) associated with closing on the Tomlinson, Scripter and Baumer properties. Those costs are included in the FOSP Boards' budgeting process. The 2010 properties selected for purchase were obligated under the policy of making offers based on appraised values. The FOSP board is currently working with the purchasing department to develop a structure to purchase future easements (2011 and beyond) through a bargain sale arrangement, as suggested by Commissioner Grebner.

Agenda Item 7a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING PROCEEDING TO CLOSE ON PERMANENT CONSERVATION EASEMENT DEEDS FOR THE TOMLINSON, SCRIPTER AND BAUMER PROPERTIES

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and natural areas 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 Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2010 cycle and has recommended to proceed with negotiations on the top ranked properties; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has executed a Cooperative Agreement between Ingham County and the United States to purchase permanent conservation easements on the Tomlinson, Scripter and Baumer properties; and

WHEREAS**,** the Ingham County Farmland and Open Space Preservation Board enlisted the services of Yankee Appraisal Associates and Williams and Associates, Inc. to determine values for the purchase of development rights on the Tomlinson, Scripter and Baumer properties; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to close Permanent Conservation Easement Deeds with the three property landowners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves proceeding to close on the Tomlinson, Scripter and Baumer properties at a price not to exceed the amount listed in the chart below:

Name	Acres	Price	County	Federal
Tomlinson	215	$116,200.00	$65,790.00	$50,410.00 (rounded)
Scripter	109	$78,300.00	$44,370.00	$33,930.00
Baumer	207	$125,000.00	$62,500.00	$62,500.00

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

Agenda Item 7b

To: **County Services and Finance Committees**

From: Stacy Byers, Ingham County Farmland and Open Space Preservation Board

Date: 6/14/2012

Re: Resolution approving a Cooperative Agreement between the United States and Ingham County to accept $324,450.00

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This resolution approves entering into a Cooperative Agreement with the United States for $324,450.00 for the purchase of Permanent Conservation Easement Deeds on the top ranked properties of the 2011 Ingham County Farmland and Open Space Preservation Board application cycle. Eight properties were submitted for matching fund consideration, five were awarded funds.

There will be future costs associated with proceeding with negotiations on the top scoring properties, including, but not limited to, appraisal, survey, title commitment and insurance costs. These costs are allocated through the established County budget process.

Attached is the 2012 Cooperative Agreement.

Agenda Item 7b

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COOPERATIVE AGREEMENT BETWEEN UNITED STATES AND INGHAM COUNTY TO ACCEPT $324,450.00

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, the Ingham County Board of Commissioners adopted the Ingham County Farmland and Open Space Purchase of Development Rights Ordinance in July 2004 and amended by resolution 10-99; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2011 and submitted 8 properties to the Federal Farm and Ranchland Protection Program, for consideration of matching funds; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase the Permanent Conservation Easement Deeds on the top ranked properties from the 2011 application cycle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Agreement No. 73-5D21-11-31 NEST Agreement No. 735D2111016LG for $324,450.00 between United States of America (The United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Farm and Ranch Lands Protection Program (FRPP), as attached.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign Agreement No. 73-5D21-11-31 NEST Agreement No. 735D2111016LG, after review and approval by County Attorney.

AMENDMENT 1 TO
COOPERATIVE AGREEMENT
BETWEEN THE
UNITED STATES OF AMERICA
COMMODITY CREDIT CORPORATION
ACTING THROUGH THE
NATURAL RESOURCES CONSERVATION SERVICE
and
INGHAM COUNTY
for the
FARM AND RANCH LANDS PROTECTION PROGRAM

Change IV. First Paragraph To:

IV. OBLIGATION OF FUNDS

Upon execution of this agreement, the United States shall obligate the sum of $ 630,363.00 for the acquisition by Ingham County of conservation easements for the parcels listed on the Attachment. This agreement may be amended to obligate funds in Fiscal Year 2013 if the cooperating entity submits parcels that rank high enough to warrant the obligation of funds. Ingham County must close on the easement acquisition and request payment of this amount in accordance with Part VII of this Cooperative Agreement before the dates in Table 2. Ingham County must request payment in accordance with Part VII of this Cooperative Agreement no later than 23 months after the end of the fiscal year of fund obligation. Should the cooperating entity not meet the Closing Deadline or the Payment Request Deadline dates established in Table 2, any remaining funds may be de-obligated from this agreement unless the agreement is amended as provided for in paragraph XI D.

Table 1

Fiscal Year	Attachment with Associated Parcels	Funds Obligated	Fund Citation	Budget Object Code
2011	A	$305,913.00	261169F	4115
2012	B	$324,450.00	261269F	4115
2013	C	$		

Attachments

Add Attachment B[1]- List of Pending Conservation Easement Offers on Which the Obligation of FY 2012 Funds is Based

All other terms, conditions, and provisions of the agreement remain in force and effect and are hereby made a part of this agreement.

IN WITNESS WHEREOF, the following authorized representatives of the United States and Ingham County have executed this Cooperative Agreement.

INGHAM COUNTY

_____

By:

Chair of the Ingham County Board of Commissioners Date
Ingham County

UNITED STATES OF AMERICA
COMMODITY CREDIT CORPORATION

_____

By: Garry Lee
State Conservationist Date

This action was authorized at an official meeting of Ingham County on the ___ day of _____, 2012 at [Mason, Michigan]. Attest: _____ Title: _____ Date: _____	Programs Funds: Authorized Brian MacMaster/ASTC-P Date FNM Funds: Available Bruce Miles/Budget Officer Date Amount: $_324,450.00_____ Acct. Code: _261269F _____

Landowner's Name	Total Acres	Estimated Conservation Easement Value	Estimated Federal Contribution (no greater than 50%)	NEST Parcel ID Number	Selected for Funding (check)
Gregory Shannon	211.1	$211,000.00	$83,329.00		x
Joanna Rogers	331.1	$264,880.00	$103,303.00		x
David and Marilyn Nussdorfer	159	$95,400.00	$37,206.00		x
Gerald and Martha Schwab	191	$133,980.00	$52,252.00		x
Matthew and Derick Rogers	115	$124,000.00	$48,360.00		x
Totals	**1047.2**	**$829,260.00**	**$324,450.00**		
Larry Richardson	60	$48,000.00	$18,720.00		
Ron, Pete, Fred and Tom Hudson	107.9	$75,033.00	$29,263.00		
Bruce and Audrey Thorburn	102	$81,600.00	$31,824.00		
Totals	**269.9**	**$204,633.00**	**$79,807.00**		

Agenda Item 7c

To: County Services Committee

From: Stacy Byers

Date: 6/14/2012

Re: Resolution Approving The Ranking Of The 2010 Open Space Application Cycle And Recommendation To Purchase Permanent Conservation Easement Deeds On The Top Ranked Properties.

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This resolution approves the 2010 Open Space Application Cycle ranking, establishes a priority for the top applications and authorizes the Farmland and Open Space Preservation Board to proceed with purchasing Permanent Conservation Easement Deeds. The Ingham County Farmland and Open Space Preservation Board recommends the County Board of Commissioners adopt the ranking established by the approved 2010 selection criteria, and also approve proceeding with negotiations on the top scoring properties.

There will be future costs associated with proceeding with negotiations on the top scoring properties, including, but not limited to, appraisal, survey, title commitment and insurance costs. These costs are allocated through the established County budget process.

Attached is a spreadsheet with the scores of the 2010 Open Space applicants and their subsequent ranking.

Agenda Item 7c

Introduced by County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE RANKING OF THE 2010 OPEN SPACE APPLICATION CYCLE AND RECOMMENDATION TO PURCHASE PERMANENT CONSERVATION EASEMENT DEEDS ON THE TOP RANKED PROPERTIES

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

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Open Space Preservation Purchase of Development Rights Ordinance adopted by Resolution #10-99 on April 13, 2010; and

WHEREAS, the Ingham County Open Space Preservation Purchase of Development Rights 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, in the course of implementing the Ingham County Open Space Preservation Purchase of Development Rights Ordinance, the Ingham County Farmland and Open Space Preservation Board established Open Space Selection Criteria for ranking landowner applications to the Ingham County Farmland and Open Space Preservation Program and was approved by the Board of Commissioners by Resolution #10-101 on April 13, 2010; and

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

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all open space applications received for the 2010 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 2010 Open Space Application Ranking as attached, and as set forth in the Open Space Purchase of Development Rights Ordinance.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Farmland and Open Space Preservation Board to proceed with negotiations on the top ranked Open Space properties.

Landowner	Year	Acres	TWP	PCA High - 10	Riparian land - 5	100-year Flood Plain - 8	Wetlands - 4	Aquifer - 8	Forestland - 5	Other – grass lands etc. - 3	Rare Species - 10	Scenic value - 4	Geologically Significant - 3	Parcel Size - 25	other protected property - 10	Road Frontage - 2	Block Applications - 3	Total	Tier II	Tier I + Tier II
Lewis, Carol and Donald	**2010**	***153.5***	*Stockbridge*	8	5	0	0.4	0	3.75	0.3	0	1	0	5	6	1	0	30.45	*13.75*	**44.2**
Kirk Mellhaff and Wendy Villareal	**2010**	***77.7***	*Onondaga*	10	5	0	0	8	3	0	0	4	0	3.85	8	2	0	43.85	**0**	**43.85**
Culver, James & Dawn	**2010**	***10.64***	*Onondaga*	0	5	0	1.2	8	0.5	1.95	4	0	0	2.65	0	0.1	0	23.4	*13.75*	**37.15**
Gruber, Michael (steve)	**2010**	***40***	*Williamstown*	0	0	0	0.4	8	0.5	0.75	10	4	0	2	8	2	0	35.65	13.75	**49.4**
J.Linn	**2011**	***75***	*Meridian*	6	5	0	0	8	4	0.6	0	4	0	21	4	2.1	0	**54.7**		
Schrepfer	**2011**	***80.62***	*Williamstown*	6	0	0	0.4	0	2	1.5	0	4	0	20.16	8	1.78		**43.84**		

Agenda Item 8

TO: Ingham County Board of Commissioners

FROM: Jill Rhode, Director of Financial Services

DATE: June 8, 2012

RE: MUNIS Software Maintenance Agreement

Ingham County uses MUNIS software to maintain and account for all of our financial, purchasing and human resources activity.

We are very pleased with this software. It is a very powerful tool and works extremely well for our needs. During the past month, I have spent some time reviewing the software currently used by the County's Department of Transportation and Roads. While I have no specific complaints about this software, it has just reaffirmed to me how excellent MUNIS is.

The original proposed annual maintenance cost for MUNIS is $140,300.46. This fee not only provides us with help when we have questions or problems, it also is used to upgrade the software so that it is state-of-the-art and in compliance with all current accounting and payroll requirements.

As an example, for 2012, the County's cost for health insurance needs to be reported on the employee's W-2. I have no concern about this because I am certain that MUNIS will have this change in place as they have in the past with similar issues. This is just an example of the many types of changes which need to be implemented to insure compliance.

We asked MUNIS to reconsider the annual 5% increase and they have agreed that the fee for 2012-13 can remain the same as last year in the amount of $133,776.63.

I realize that $134,000 is a great deal of money but this software is the foundation of our entire business operations. While we have had this software in use since 2005, this current version is still as efficient and valuable as it was then. The cost and time to replace such a highly-integrated system would be extremely high. The cost to replace software of this type could easily reach a $1 million. In addition, it would realistically take at least six months of many employees' time to work exclusively on the installation of any new software. In my opinion, with all the other important projects the County is currently engaged in, this is not the appropriate time to consider making a change.

I am not saying this to make a "sales pitch" but I truly believe we cannot find a comprehensive package which would better meet our needs. While MUNIS is not perfect, neither is any other software package. They all have pros and cons and we have already successfully addressed the cons associated with MUNIS.
I understand that there have been some issues with other Tyler products. Tyler has many divisions and we have never experienced any of these issues with the MUNIS division.

I strongly recommend passage of this resolution since failure to continue maintenance coverage could severely impact our operations. As I mention above, any updates to W-2s, 1099s, payroll rules or accounting standard changes would not be available if we do not continue to purchase this maintenance coverage.

If you have any questions or wish to discuss, please let me know.

Agenda Item 8

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

WHEREAS, the payment totaling $133,776.63 for annual support is due for the 2012/2013 time period; and

WHEREAS, the annual contract amount is the same as the prior year; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize renewing a contract with Tyler Technologies for the annual maintenance contract for our MUNIS Software.

BE IT FURTHER RESOLVED, the total cost of $133,776.63 will be paid from the Equipment/Maintenance Fund (636-95800-932020).

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 and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 11a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF MERS HYBRID PLANS FOR THE BOARD OF COMMISSIONERS AND ELECTED OFFICIALS

WHEREAS, the County Board of Commissioners has recognized the escalating cost of the current MERS Defined Benefit Plan; and

WHEREAS, the County Board of Commissioners have discussed changes in the MERS pension plans to be provided to future newly elected Board of Commissioners and Elected Officials, serving in their initial term of office effective January 1, 2013; and

WHEREAS, the Human Resources Department has discussed with MERS the establishment of Hybrid Plans for newly elected County Board of Commissioners, in division 16 and Elected Officials, in division 19 and prepared the attached MERS mandated resolution forms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached resolutions establishing the MERS Hybrid Pension Plan for Board of Commissioners and Elected Officials, to be provided to those future newly elected to their initial term of office, effective January 1, 2013.

BE IT FURTHER RESOLVED that the County Controller/Administrator is authorized on behalf of the County's retirement system to sign and execute all documents to effectuate and finalize this transaction, subject to prior approval as to form, by legal counsel.

Agenda Item 11b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF MERS HYBRID PLANS FOR MANAGERIAL AND CONFIDENTIAL EMPLOYEES

WHEREAS, the County Board of Commissioners has recognized the escalating cost of the current MERS Defined Benefit Plan; and

WHEREAS, the County Board of Commissioners have discussed changes in the MERS pension plans to be provided to Managerial and Confidential Employees hired on or after June 12, 2012; and

WHEREAS, the Human Resources Department has discussed with MERS the establishment of Hybrid Plan for new hires in General Management - division 10 and Confidential - division 01 and prepared the attached MERS mandated resolution forms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached resolutions establishing the MERS Hybrid Pension Plan for Managerial and Confidential Employees hired on or after June 26, 2012.

BE IT FURTHER RESOLVED that Mary Lannoye, County Controller is authorized on behalf of the County's retirement system to sign and execute all documents to effectuate and finalize this transaction, subject to prior approval as to form, by legal counsel.