

CHAIRPERSON
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COUNTY SERVICES COMMITTEE
RYAN SEBOLT, CHAIR
VICTOR CELENTINO
MARK GREBNER
CAROL KOENIG
EMILY STIVERS
RANDY MAIVILLE
ROBIN NAEYAERT

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, OCTOBER 6, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/99950118111>.

Agenda

Call to Order

Approval of the [September 15, 2020 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Circuit Court – Notice of Additional Emergency Purchase Orders for [Jury Trials](#)
2. Innovation & Technology Department
 - a. Resolution to Approve the Renewal of Multi-Factor [Authentication Solution](#)
 - b. Resolution to Approve the Purchase of [Support Hours](#) from Sentinel Technologies
3. Facilities Department – Resolution to Authorize a Purchase Order to Horn Heating & Cooling for the Replacement [Air Conditioning System](#) for the Drain Vault
4. Road Department
 - a. Resolution to Authorize Re-Approval of the Preliminary Plat of [Brookstone Estates](#) Subdivision
 - b. Resolution to Authorize Re-Approval of the Preliminary Plat of [Meadow Ridge \(Phases 7-10\)](#) Subdivision
5. 9-1-1 Dispatch Center – Resolution to Authorize a Staff Services [Manager/Night Shift](#) at the 9-1-1 Center
6. Public Defenders Office – Resolution to Authorize a [Grant](#) Between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Resolution #17-445 and Creating Three New Grant Funded Positions
7. Controller's Office – Resolution to Adopt an Ordinance Amending the Ingham County Ordinance to Provide for the Imposition and Collection of [Excise Tax](#) on Persons Engaged in the Business of Providing Rooms for Transient Guests, to Provide for Collection of Unpaid Delinquent Taxes in the Same Manner as Delinquent Special Assessments

8. Human Resources Department
 - a. Resolution to Approve Generic **Service Credit** Purchase for County Employee:
Janice Dooley
 - b. Discussion of Collective Bargaining Pursuant to MCL 15.268(c) (*Closed Session*)

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
September 15, 2020
Draft Minutes

Members Present: Sebolt, Celentino, Grebner, Koenig (arrived at 6:31 p.m.), Stivers, Maiville, and Naeyaert.

Members Absent: None.

Others Present: Gregg Todd, Teri Morton, Becky Bennett, Sue Graham, Rob Bateman, Bill Conklin, Richard Terrill, Dillon Rush, Elizabeth Noel, and Michael Tanis.

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. virtually via Zoom in accordance with the Governor’s Executive Order 2020-154 regarding the Open Meetings Act.

Approval of the August 26, 2020 Minutes

CHAIRPERSON SEBOLT STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE AUGUST 26, 2020 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Koenig.

Additions to the Agenda

Substitute –

5. Health Department – Resolution to Convert a Health Educator II Position to a Health Educator Lead Position in the Strong Start Healthy Start Program

Late –

7. Ingham County Brownfield Development Authority – Resolution to Approve Amended Brownfield Plan, K3 Property LLC (Klavon’s) in City of Mason

Commissioner Koenig arrived at 6:31 p.m.

Limited Public Comment

None.

1. Women’s Commission – Interviews

Robin Smith interviewed for the Women’s Commission.

Madeleine Robling interviewed for the Women’s Commission.

Chelsie Boodoo interviewed for the Women’s Commission.

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

2. Circuit Court – Resolution to Accept the FY 2021 Michigan Mental Health Court Program Grant, Continue and Modify the Grant Funded Three-Quarter Time Mental Health Court-Court Services Coordinator Position and Mental Health Court-Case Coordination Specialist Position, and Authorize Subcontracts
3. Facilities Department
 - b. Resolution to Authorize an Agreement with Smart Homes Inc. for the Architectural and Engineering Services for the Mason Courthouse Circuit Courtroom Technology Upgrades
 - c. Notice of Emergency Purchase Order for Fire Suppression System Duct Detector Failure at the Human Services Building
 - d. Notice of Emergency Purchase Order for Sanitary Grinder Pump at the Jail
4. Road Department
 - a. Resolution to Authorize the Extension of Resolution #17-348 Supplied Propane at the Road Department
5. Health Department – Resolution to Convert a Health Educator II Position to a Health Educator Lead Position in the Strong Start Healthy Start Program
6. Human Resources Department
 - a. Resolution Certifying Representatives for the MERS 2020 Retirement Conference
 - b. Resolution Approving Acceptance and Disbursement of First Responder Hazard Pay Premiums Program Grant Funds
7. Ingham County Brownfield Development Authority – Resolution to Approve Amended Brownfield Plan, K3 Property LLC (Klavon’s) in City of Mason

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

3. Facilities Department
 - a. Resolution to Authorize an Agreement with Cusack Masonry Restoration for the Hilliard Building Exterior Renovations

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION.

Commissioner Maiville stated that funding for this project would come from a transfer from the Mason Courthouse Clock Tower project. He asked when the Mason Courthouse Clock Tower project would be done.

Richard Terrill, Facilities Director, stated that he had spoken to the architect and contractor Cusack Masonry Restoration. He further stated that because it was masonry and the County might not have good weather to start the project, both the architect and contractor had agreed to hold their prices until 2021, and would begin as weather permitted.

Commissioner Maiville asked what the impact would be for the Mason Courthouse Clock Tower project.

Mr. Terrill stated that funding came from the Public Improvement Fund for the Mason Courthouse Clock Tower project. He further stated that the project was in the 2021 Capital Improvement Plan (CIP), and so the use of Public Improvement Fund would not affect the Mason Courthouse Clock Tower project and would proceed after January 1, 2021.

Commissioner Celentino asked if he was correct that one of the contractors that bid close to Cusack Masonry Restoration did not fall into the County's local preference policy.

Mr. Terrill stated that it did exceed the County's 10 percent local preference policy.

THE MOTION CARRIED UNANIMOUSLY.

4. Road Department
 - b. Resolution for Highway Worker and Mechanic Market Wage Adjustments

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated that he was not opposed to the resolution, but thought it was a large enough decision for the County Services Committee to probe around.

Commissioner Grebner asked Bill Conklin, Road Department Director, if the proposed wages were typical of hiring in the Road Department.

Chairperson Sebolt stated that he wanted to remind Commissioner Grebner that County Services Committee had a lengthy conversation on this topic earlier this year.

Commissioner Grebner stated that he recalled that conversation.

Mr. Conklin stated that in the Highway worker classifications, Class 4, Class 5, and Class 6 did similar work. He further stated that the differences between the classifications were relatively flat.

Mr. Conklin stated that he felt mechanics needed a larger career path, and so he proposed additional steps in Class 7. He further stated that he proposed to introduce a Class 8 for welder fabricators.

Commissioner Grebner asked if this was typical of construction or public roads.

Mr. Conklin stated that this was similar of other comparable Road Commissions. He further stated that as he looked at other Road Commissions, their wage structures were similar to Ingham County, but the County's wages were below them.

Commissioner Grebner stated that he was not opposed to the resolution, but was fascinated because he wanted to know how this worked.

Mr. Conklin stated that most of his Highway workers were Class 4, and only had three permanent Class 5 workers. He further stated that Class 6 was a temporary assignment, so most of the workers were in Class 4 and did similar work.

Commissioner Grebner asked if supervisors were paid substantially more.

Mr. Conklin stated that he was correct. He further stated that workers would receive an additional \$1 per hour if they were a crew leader, and the Road Department looked to permanent crew leaders to become supervisors, who made \$30,000 more per year.

Commissioner Grebner stated that he did not think additional \$1 per hour would make a person's heart race.

Commissioner Grebner asked if these workers had longevity pay.

Mr. Conklin stated that some workers had longevity pay, but he believed a "hired before" a certain date had longevity pay while a "hired after" a certain date did not.

Commissioner Grebner stated that he thought he was right, and that longevity had been abolished by the Road Commission years ago.

Commissioner Grebner stated that he was pleased to see that positions were compared at terminal wage instead of where individual incumbents found themselves on the scale.

Discussion.

Commissioner Koenig asked if she was correct that this resolution came about in February 2020 because the County had lost a number of employees.

Mr. Conklin stated that she was correct. He further stated that he had trouble recruiting and retaining employees, especially mechanics.

Commissioner Koenig asked if the loss of employees was all at once or over a period of time.

Mr. Conklin stated that it was over a period of time. He further stated that he did not want to say bad things about people who were hired, but the employees had been a lower skill level than whom he wanted to hire.

Commissioner Koenig asked if Mr. Conklin was able to replace the lost employees. Mr. Conklin stated yes. He further stated that three positions were open due to the hiring freeze, but it had taken awhile to recruit employees.

Commissioner Koenig stated that this was an extensive memo.

Commissioner Koenig asked if he had worked with Sue Graham, Human Resources Director, to create this memo.

Mr. Conklin stated yes.

Discussion.

Commissioner Koenig asked how the wage study had been performed.

Mr. Conklin stated that he had looked at other Road Commissions, the Michigan Department of Transportation (MDOT), City of Lansing, and other comparable employers who competed for workers. He further stated that they had been chosen based on comparable size, classifications and benefits.

Commissioner Koenig stated that it was not typical for the Board of Commissioners to make something retroactive.

Mr. Conklin stated that he asked the Commissioners to consider retroactive pay. He further stated that this idea had come up at the 2019 wage reopener, and it took most of fall 2019 to complete.

Mr. Conklin stated that this was intended for January 2020, but wanted to come before the County Services Committee in February 2020 and had a closed session meeting, but then COVID-19 hit the country. He further stated that he asked the Commissioners to consider the timeline.

Mr. Conklin stated that this was not the fault of the unions, and had been intended to be in place by January 2020. He further stated that it was a wage reopener, but not a full contract reopener.

Commissioner Koenig stated that she understood that, but she wanted make a point that it was not typical of the Board of Commissioners to make something retroactive.

Commissioner Koenig stated that she assumed that there would be employees who got a windfall. She asked how this would play out.

Mr. Conklin stated that employees would receive a sizable retroactive check. He further stated that the Road Department was still in wage negotiations from the 2019 wage reopener, and this was a market adjustment but it did not include the 2 percent wage increase that the Road Department was authorized to negotiate, which would be brought back for approval at a later date.

Discussion.

Commissioner Grebner stated that he bet this was not retroactive pay because if a person was not on payroll as of, for example, September 30, 2020, they were not eligible for the retroactive pay.

Mr. Conklin stated that his feeling was that those employees should receive the retroactive pay.

Ms. Graham stated that philosophical considerations aside, a person who was not a member of a bargaining unit when both parties ratified an agreement were not part of resulting disbursements of any increases.

Commissioner Grebner stated that there was a prohibition of counties giving gifts to individuals. He further stated that if a person already performed the service at an agreed upon price, especially covered by a collective bargaining agreement, he did not think that it was possible to give a person more money of the county had given the person a higher wage.

Commissioner Grebner stated that the form of this would be a bonus. He further stated that it was not retroactive, but a bonus payment for that time of work.

Commissioner Grebner stated that if the County did not do this, the union would yell at the County to adopt it now and not to table it, because then the County was taking thousands of dollars away from their members. He further stated that Mr. Conklin would want to have the ability to say to the union not to worry because the County would make this pay retroactive.

Commissioner Grebner stated that as he had stated in the Finance Committee budget meeting, he did not believe in fairness. He further stated that he agreed with the decision being made, but he had a different take on it.

Commissioner Grebner stated that if the County had a market problem, then the County needed to raise wages. He further stated that he did not like across-the-board wage increases.

Commissioner Grebner stated that he supported this resolution, but he thought the County probably acted too slowly to adjust these wages.

Chairperson Sebolt disclosed that the local bargaining unit affiliated with the American Federation of State, County and Municipal Employees (AFSCME) that affiliated with his daytime employer, the Michigan American Federation of Labor-Congress of Industrial Organizations (AFL-CIO).

THE MOTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:33 p.m.

**OCTOBER 6, 2020 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

2a. *Innovation & Technology Department (ITD)* – *Resolution to Approve the Renewal of Multi-Factor Authentication Solution*

Renewal of 2017 contract with Duo Security to provide multi-function authentication to secure County data and applications. Authentication is required for LEIN and FOC audits. \$50,316 licensing fee will come from the ITD's Network Fund.

See memo for details.

2b. *Innovation & Technology Department* – *Resolution to Approve the Purchase of Support Hours from Sentinel Technologies*

Sentinel Technologies is a proven contractor for ITD and this contract will enable them to provide on call hours of support for services outside of ITD's area of expertise. Sentinel has experience with the County's systems (telephone, network, faxing, etc.) and purchasing the support hours will eliminate the need for costly emergency P.O.s. Funding for this \$8,200 project will come from the County's Network Software Fund.

See memo for details.

3. *Facilities Department* – *Resolution to Authorize a Purchase Order to Horn Heating & Cooling for the Replacement Air Conditioning System for the Drain Vault*

The air conditioning for the Drain Vault has failed and needs to be replaced to maintain the indoor air temperature and humidity levels for files and personnel. Horn Heating & Cooling fell within the local preference policy and lowered its proposal to match the lowest proposal in the amount of \$5271.00. Funding will come from the Public Improvement Fund.

See memo for details.

4a. *Road Department* – *Resolution to Authorize Re-Approval of the Preliminary Plat of Brookstone Estates Subdivision*

State Statute limits a Preliminary Plat approval to a two-year period. Brookstone Estates two-year plat approval expired on August 28, 2020 and the proprietor, Ballard Development, Inc., is requesting a re-approval. The Brookstone Estates development is a 24 unit single-family subdivision located on 21.81 acres, located north of Rowley Road, between Vanneter Road and Harris Road. The subdivision is part of the Northeast ¼ of Section 36, Williamstown Township, Ingham County, Michigan. Road Department supports this request.

See memo for details.

4b. Road Department – Resolution to Authorize Re-Approval of the Preliminary Plat of Meadow Ridge (Phases 7-10) Subdivision

Similar to Brookstone Estates, Meadow Ridge (Phases 7-10) two-year plat approval has expired (on May 23, 2019) and the proprietor, Delhi, Inc., is requesting a re-approval. The Meadow Ridge (Phases 7-10) development is a 42 unit single-family subdivision located on 37.32 acres. This plat is part of a 222 unit residential subdivision located south of Holt Road, between Kahres Road and Onondaga Road. The subdivision is part of the Northeast ¼ of Section 20, Delhi Township, Ingham County, Michigan. The proprietor wishes to proceed immediately with Phase 8 of the subdivision (lots 188 through 201) with Phase 9 (lots 202 through 209) and Phase 10 (lots 210 through 222) to be constructed in the future. Phase 7 (lots 181 through 187) has already been constructed, with the final plat approval granted in 2018 (Board Resolution #18-268). Road Department supports this request.

See memo for details.

5. 9-1-1 Dispatch Center – Resolution to Authorize a Staff Services Manager/Night Shift at the 9-1-1 Center.

Resolution #17-386 authorized a reorganization of the 9-1-1 Center that created a Systems Manager and Staff Services Manager. Due to the 24/7 nature of the 9-1-1 Center, an additional Staff Services Manager is needed to provide oversight and guidance on the night shift. Staff Services Manager is classified as a Manager/Confidential (MC) grade 11 position. The annual cost at Step 1 is \$124,686, and \$145,410 at Step 5. Funding for position is available within the 9-1-1 Fund.

See memo for details.

6. Public Defenders Office – Resolution to Authorize a Grant Between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Resolution #17-445 and Creating Three New Grant Funded Positions

Every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes. In November 2017, as approved by Resolution #17-445, the Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee. The State of Michigan approved full funding of the plan effective October 1, 2018.

The plan recommended a Public Defenders Office to be administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court. This resolution would accept the third year of grant funding from the State of Michigan for the compliance plan for the time period October 1, 2020 through September 30, 2021 and will include the addition of two Assistant Public Defender positions and a Paralegal position. The grant also includes funding for additional rental space to accommodate additional staff. Approval of an amended rental agreement will be brought before the Board in a future resolution.

The newly created positions will be effective upon approval of this resolution. The two new Assistant Public Defender positions are classified as a Manager Confidential Grade 09 (salary range \$59,205.80 - \$71,065.43) and the Paralegal is classified as an ICEA Professional Grade 5 (salary range \$45,736.56 - \$54,905.41).

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

7. *Controller's Office – Resolution to Adopt an Ordinance Amending the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests, to Provide for Collection of Unpaid Delinquent Taxes in the Same Manner as Delinquent Special Assessments.*

Resolution #14-438, an identical resolution, was adopted by the County in 2014 but was not published as required for it to take effect. This resolution will replace #14-438.

See memo for details.

- 8a. *Human Resources Department – Resolution to Approve Generic Service Credit Purchase for County Employee Janice Dooley*

Pursuant to standing County Resolution #02-101, dated April 9, 2002; it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Janice Dooley has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan. Cost will be borne entirely by the employee.

See memo for details.

OTHER:

- 8b. *Human Resources Department – Discussion of Collective Bargaining Pursuant to MCL 15.268(c)
(Closed Session)*

Agenda Item 1

TO: Ingham County Board of Commissioners

FROM: George M. Strander
Court Administrator, 30th Circuit Court

CC: Hon. Richard J. Garcia, Chief Judge, 30th Circuit Court
Jim Hudgins, Purchasing Director

DATE: Sept. 14, 2020

RE: Additional Emergency Purchase Orders for Jury Trials

The COVID crisis has changed how many aspects of our courts must operate, and perhaps no aspect so much as jury trials. For months, as various court functions morphed into some form of social distancing or Zoom hearing, a moratorium on jury trials was in place. How to conduct jury selection, with voir dire, and allow for the concentration of jurors and other individuals necessary, was a question for which no one had a good answer.

As courts have progressed into higher phases of capacity, and as different ideas about the conduct of jury trial have been considered, the Michigan Supreme Court recently decided to allow jury trials in some courts as long as certain safeguards are met.

In recent weeks we have outfitted two 30th Circuit Court courtrooms for jury trials along the below lines:

- Some jurors can sit in the normal jury box, but with social distancing and appropriate Plexiglas shields in place.
- One side of the gallery in the back half of each courtroom (typically used by the public) must be used to seat the rest of the jury, suitably socially distanced. Microphones, a juror speaker, and a monitor displaying what is on the wall-mounted screen in the front of the courtroom, are all necessary to allow these jurors in back to participate appropriately.
- Defense and Prosecution tables must be shifted away from the jury side of the courtroom so that no juror is in a position to peer over the shoulder of either attorney and gain information not necessarily presented or admitted into evidence. This shifting requires underfloor cabling to be extended.

We are ready now to outfit two more 30th Circuit Court courtrooms along these lines, and again we have reached out to Thalner Laboratories (TeL) for a quote on installing the temporary microphones, providing the monitor and juror speaker, and extending the cabling for the counsel tables. We have worked with TeL for several years on all aspects of technology upgrades to courtrooms. They have proven to be both skilled and dependable.

TeL's charge to provide what is needed for each courtroom is \$9,044.49 – the total for doing both is \$18,088.98. We have secured purchase orders – which the Controller's Office has supported – to provide the technological changes necessary for two courtrooms to conduct jury trials.

Agenda Item 2a

TO: Board of Commissioners, County Services Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: 9/21/2020

SUBJECT: Resolution – Multi-Factor Authentication Renewal
For the meetings of October 6th, October 7th, and October 14th

BACKGROUND

In 2017, ITD implemented a multi-factor authentication tool to protect the County's resources at the most cost effective price. Duo Security was chosen and continues to be the recommended solution. The product was developed by a Michigan based company and is used by many counties in the state including Washtenaw, Livingston, and Oakland.

In accordance with our purchasing requirements, this solution was put together from the State of Michigan's MiDeal contract. CDWG will be able to provide for our needs going forward under the contract.

ALTERNATIVES

There are a couple of other brands that do provide somewhat similar features but with either a substantial increase in price or are more difficult for the end user to use. These were ruled out as unsuitable to our needs.

FINANCIAL IMPACT

The project is budgeted and funding for the \$50,316.00 for one year for the licensing will come from the County's Innovation and Technology Department's Network Fund #636-25810-932030.

STRATEGIC PLANNING IMPACT

This Resolutions supports Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

This authentication method is also required for both our LEIN audit and our FOC audit every 3 years.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the renewal of the Duo Security solution from CDWG.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF MULTI-FACTOR
AUTHENTICATION SOLUTION**

WHEREAS, Ingham County needs to protect our data and our network from cyber threats; and

WHEREAS, multi-factor authentication will provide a more robust method of securing our data and applications; and

WHEREAS, Duo Security provides a robust, affordable, top-rated authenticated security product; and

WHEREAS, the purchase price of said solution will be \$50,316.00 for one year from CDWG under the State of Michigan MiDeal contract.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the Duo Security solution in the amount not to exceed \$50,316.00.

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

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

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

TO: Board of Commissioners
FROM: Deb Fett, CIO
DATE: 9/22/2020
SUBJECT: Purchase Sentinel Support Hours
For the meetings of October 6th, October 7th, and October 14th

BACKGROUND

Ingham County has previously had a contract in place with Sentinel to provide us with on call hours for support. As we seem to have small needs for support involving our telephone system, network, and faxing system pop up at infrequent intervals, it would be beneficial to continue to have a pool of hours available for these needs without needing to do an emergency PO with the associated higher costs.

ALTERNATIVES

Sentinel Technologies has provided Ingham County with low pricing and offered good, reliable service. ITD is very happy with the work that has been done with Sentinel on many of our projects. Sentinel also has the experience with our systems that allows them to do the work faster without needing to pay for hours for them to learn what we have. However, we do have the option of not pre-purchasing hours with Sentinel and handling things on an emergency basis at that higher rate.

FINANCIAL IMPACT

The funding for the \$8,200.00 will come from the County’s Network Software Fund #636-95800-802000. Sentinel Technologies is a participant of the WSCA-NASPO Cooperative Purchasing Organization. Master Agreement Number AR233, Contract Number: 071B4300133, GSA Contract #GS-35-F-0511T.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long term objective of enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of Support Hours from Sentinel Technologies.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF SUPPORT HOURS FROM
SENTINEL TECHNOLOGIES**

WHEREAS, Ingham County has a need for small amounts of support hours at various times throughout the year for areas that are beyond our in-house expertise; and

WHEREAS, ITD has worked with Sentinel Technologies in the past and is pleased with their support finding them to be the most reasonable and efficient option; and

WHEREAS, the requested amount is available in the 2020 budget; and

WHEREAS, Sentinel Technologies is a participant of the WSCA-NASPO Cooperative Purchasing Organization which provides the best pricing available to Ingham County and is the vendor of choice for providing these services.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize purchasing support hours from Sentinel Technologies in the amount not to exceed \$8,200.00; and

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Network Fund Consulting account (636-25810-802000); and

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

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

Agenda Item 3

TO: Board of Commissioners, County Services & Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: September 22, 2020
RE: Resolution Authorizing a Purchase Order to Horn Heating & Cooling for the Replacement Air Conditioning System for the Drain Vault

For the meeting agendas of: October 6 & 7

BACKGROUND

The air conditioning unit for the Drain Vault has failed and needs to be replaced. This unit maintains the indoor air temperature and humidity levels for files and personnel. Horn Heating & Cooling fell within the local preference policy and lowered their proposal to match the lowest proposal in the amount of \$5,271.00.

ALTERNATIVES

The alternative would be to no longer provide air conditioning to this space.

FINANCIAL IMPACT

Funds are available in the approved 2020 CIP:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
# 245-27599-976000-20F28	\$7,000.00	\$7,000.00	\$5,271.00	\$1,729.00
Public Improvement Fund				

OTHER CONSIDERATIONS

Would be to not go forward with the project, prolonging uncomfortable indoor conditions in the workspace.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a purchase order be issued to Horn Heating & Cooling for the replacement of the failed air conditioning system for the Drain Vault.

Agenda Item 3

TO: Rick Terrill, Facilities Director
FROM: James Hudgins, Director of Purchasing
DATE: September 1, 2020
RE: Memorandum of Performance for Packet No. 138-19: Installing Air Conditioning in the Vault at the Drain Office

The Purchasing Department can confirm that three written bids were sought and received from vendors for the purpose of furnishing and installing an air conditioning unit in the vault at the Ingham County Drain office.

The Purchasing Department can confirm the following:

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

A summary of the vendors' costs:

Company Name	Local Pref.	Quoted Amount
Myers Plumbing	No, Clinton County	\$5,271.00
*Horn Heating & Cooling	Yes, Mason	\$5,316.00
Trane	No, Fint MI	\$9,083.00

*Horn Heating & Cooling is willing to match the low price per the local purchasing preference policy.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Agenda Item 3

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO HORN HEATING & COOLING FOR THE REPLACEMENT AIR CONDITIONING SYSTEM FOR THE DRAIN VAULT

WHEREAS, the air conditioning system within the Drain Vault has failed and needs to be replaced; and

WHEREAS, this system maintains the indoor air temperature for files and personnel; and

WHEREAS, it is the recommendation of the Facilities Department to issue a purchase order to Horn Heating & Cooling, who fell within the local preference policy and matched the lowest proposal of \$5,271.00 for the replacement air conditioning system; and

WHEREAS, funds are available in the approved Public Improvements Fund CIP line item # 245-27599-976000-20F28.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order be issued to Horn Heating & Cooling 2697 Rolfe Road, Mason, MI 48854, for the replacement air conditioning system for the Drain Vault, for a cost not to exceed \$5,271.00.

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

TO: Board of Commissioners and County Services Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: September 22, 2020

SUBJECT: Proposed Resolution to Authorize Re-Approval of the Preliminary Plat of Brookstone Estates
Subdivision

For the Meeting Agendas of October 6 and 13

BACKGROUND

The process by which land divisions and plats are developed follows state statute. The platting process essentially starts with development of a Preliminary Plat showing the overall configuration, how it fits into the lands surrounding it, public utilities serving the lots, and the phases of construction planned to complete the development. Once a Preliminary Plat is approved by the stakeholders (Township, Road Department, Drain Commissioner, etc.), construction plans can be developed, which are also approved by the stakeholders. Once the construction plans are approved, construction can begin. After construction is completed, an acceptance process is normally initiated to make the roads, drains, and utilities public.

The Brookstone Estates development is a 24 unit single-family subdivision located on 21.81 acres, located north of Rowley Road, between Vanneter Road and Harris Road. The subdivision is part of the Northeast ¼ of Section 36, Williamstown Township, Ingham County, Michigan.

The reason for this memo is to re-approve the Brookstone Estates Preliminary Plat. The two-year Preliminary Plat approval (Board Resolution #18-327), as dictated by state statute, expired on August 28, 2020. The proprietor, Ballard Development, Inc., is requesting re-approval.

RECOMMENDATION

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

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE RE-APPROVAL OF THE PRELIMINARY PLAT OF
BROOKSTONE ESTATES SUBDIVISION**

WHEREAS, the process by which land divisions and plats are developed follows state statute; and

WHEREAS, the platting process essentially starts with the development of a Preliminary Plat showing the overall configuration, how it fits into the lands surrounding it, public utilities serving the lots, and the phases of construction planned to complete the development; and

WHEREAS, the proposed Brookstone Estates development is a 24 unit single-family subdivision located on 21.81 acres, located north of Rowley Road, between Vanneter Road and Harris Road; and

WHEREAS, the subdivision is part of the Northeast $\frac{1}{4}$ of Section 36, Williamstown Township, Ingham County, Michigan; and

WHEREAS, the Board of Ingham County Commissioners last approved the Preliminary Plat for Brookstone Estates on August 28, 2018 per Board Resolution #18-327; and

WHEREAS, Preliminary Plat approvals are valid for a two year period, per state statute; and

WHEREAS, the two-year Preliminary Plat approval period has expired and the proprietor, Ballard Development, Inc. has requested re-approval of the Brookstone Estates Preliminary Plat.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners re-approves the Brookstone Estates Preliminary Plat for a period of two years, in accordance with state statute.

TO: Board of Commissioners and County Services Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: September 22, 2020

SUBJECT: Proposed Resolution to Authorize Re-Approval of the Preliminary Plat of Meadow Ridge
(Phases 7-10) Subdivision

For the Meeting Agendas of October 6 and 13

BACKGROUND

The process by which land divisions and plats are developed follows state statute. The platting process essentially starts with development of a Preliminary Plat showing the overall configuration, how it fits into the lands surrounding it, public utilities serving the lots, and the phases of construction planned to complete the development. Once a Preliminary Plat is approved by the stakeholders (Township, Road Department, Drain Commissioner, etc.), construction plans can be developed, which are also approved by the stakeholders. Once the construction plans are approved, construction can begin. After construction is completed, an acceptance process is normally initiated to make the roads, drains, and utilities public.

The Meadow Ridge (Phases 7-10) development is a 42 unit single-family subdivision located on 37.32 acres. This plat is part of a 222 unit residential subdivision located south of Holt Road, between Kahres Road and Onondaga Road. The subdivision is part of the Northeast ¼ of Section 20, Delhi Township, Ingham County, Michigan. The development has followed the process described above for seven of the ten phases illustrated on the previously approved Preliminary Plats dating back to July of 2000. The proprietor wishes to proceed immediately with Phase 8 of the subdivision (lots 188 through 201) with Phase 9 (lots 202 through 209) and Phase 10 (lots 210 through 222) to be constructed in the future. Phase 7 (lots 181 through 187) has already been constructed, with the final plat approval granted in 2018 (Board Resolution #18-268).

The reason for this memo is to re-approve the Meadow Ridge (Phases 7-10) Preliminary Plat. The two-year Preliminary Plat approval (Board Resolution #17-196), as dictated by state statute, expired on May 23, 2019. The proprietor, Delhi, Inc., is requesting re-approval.

RECOMMENDATION

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

**PRELIMINARY PLAT OF
MEADOW RIDGE (PHASES 7-10)**
A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 20,
T9N, R26W, DELTA TOWNSHIP, INGHAM COUNTY, MICHIGAN.

PROPOSED TO BE ADDED TO THE RECORDS

1	100.00	100.00
2	100.00	100.00
3	100.00	100.00
4	100.00	100.00
5	100.00	100.00
6	100.00	100.00
7	100.00	100.00
8	100.00	100.00
9	100.00	100.00
10	100.00	100.00
11	100.00	100.00
12	100.00	100.00
13	100.00	100.00
14	100.00	100.00
15	100.00	100.00
16	100.00	100.00
17	100.00	100.00
18	100.00	100.00
19	100.00	100.00
20	100.00	100.00
21	100.00	100.00
22	100.00	100.00
23	100.00	100.00
24	100.00	100.00
25	100.00	100.00
26	100.00	100.00
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33	100.00	100.00
34	100.00	100.00
35	100.00	100.00
36	100.00	100.00
37	100.00	100.00
38	100.00	100.00
39	100.00	100.00
40	100.00	100.00
41	100.00	100.00
42	100.00	100.00
43	100.00	100.00
44	100.00	100.00
45	100.00	100.00
46	100.00	100.00
47	100.00	100.00
48	100.00	100.00
49	100.00	100.00
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89	100.00	100.00
90	100.00	100.00
91	100.00	100.00
92	100.00	100.00
93	100.00	100.00
94	100.00	100.00
95	100.00	100.00
96	100.00	100.00
97	100.00	100.00
98	100.00	100.00
99	100.00	100.00
100	100.00	100.00

SQUARE FOOTAGE TABLE

Lot No.	Area (sq. ft.)	Area (Acres)
1	100.00	0.0023
2	100.00	0.0023
3	100.00	0.0023
4	100.00	0.0023
5	100.00	0.0023
6	100.00	0.0023
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10	100.00	0.0023
11	100.00	0.0023
12	100.00	0.0023
13	100.00	0.0023
14	100.00	0.0023
15	100.00	0.0023
16	100.00	0.0023
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40	100.00	0.0023
41	100.00	0.0023
42	100.00	0.0023
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46	100.00	0.0023
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89	100.00	0.0023
90	100.00	0.0023
91	100.00	0.0023
92	100.00	0.0023
93	100.00	0.0023
94	100.00	0.0023
95	100.00	0.0023
96	100.00	0.0023
97	100.00	0.0023
98	100.00	0.0023
99	100.00	0.0023
100	100.00	0.0023

SEWER INVENTORIES

Station	Structure	Notes
1+00	Manhole	12" dia. - 10' deep
1+25	Manhole	12" dia. - 10' deep
1+50	Manhole	12" dia. - 10' deep
1+75	Manhole	12" dia. - 10' deep
2+00	Manhole	12" dia. - 10' deep
2+25	Manhole	12" dia. - 10' deep
2+50	Manhole	12" dia. - 10' deep
2+75	Manhole	12" dia. - 10' deep
3+00	Manhole	12" dia. - 10' deep
3+25	Manhole	12" dia. - 10' deep
3+50	Manhole	12" dia. - 10' deep
3+75	Manhole	12" dia. - 10' deep
4+00	Manhole	12" dia. - 10' deep
4+25	Manhole	12" dia. - 10' deep
4+50	Manhole	12" dia. - 10' deep
4+75	Manhole	12" dia. - 10' deep
5+00	Manhole	12" dia. - 10' deep
5+25	Manhole	12" dia. - 10' deep
5+50	Manhole	12" dia. - 10' deep
5+75	Manhole	12" dia. - 10' deep
6+00	Manhole	12" dia. - 10' deep
6+25	Manhole	12" dia. - 10' deep
6+50	Manhole	12" dia. - 10' deep
6+75	Manhole	12" dia. - 10' deep
7+00	Manhole	12" dia. - 10' deep
7+25	Manhole	12" dia. - 10' deep
7+50	Manhole	12" dia. - 10' deep
7+75	Manhole	12" dia. - 10' deep
8+00	Manhole	12" dia. - 10' deep
8+25	Manhole	12" dia. - 10' deep
8+50	Manhole	12" dia. - 10' deep
8+75	Manhole	12" dia. - 10' deep
9+00	Manhole	12" dia. - 10' deep
9+25	Manhole	12" dia. - 10' deep
9+50	Manhole	12" dia. - 10' deep
9+75	Manhole	12" dia. - 10' deep
10+00	Manhole	12" dia. - 10' deep
10+25	Manhole	12" dia. - 10' deep
10+50	Manhole	12" dia. - 10' deep
10+75	Manhole	12" dia. - 10' deep



DATE	10/15/20
PROJECT	MEADOW RIDGE (PHASES 7-10)
CLIENT	KERS INC.
SCALE	AS SHOWN
DRAWN BY	J. KERS
CHECKED BY	J. KERS
DATE	10/15/20
PROJECT	MEADOW RIDGE (PHASES 7-10)
CLIENT	KERS INC.
SCALE	AS SHOWN
DRAWN BY	J. KERS
CHECKED BY	J. KERS
DATE	10/15/20

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE RE-APPROVAL OF THE PRELIMINARY PLAT OF MEADOW RIDGE (PHASES 7-10) SUBDIVISION

WHEREAS, the process by which land divisions and plats are developed follows state statute; and

WHEREAS, the platting process essentially starts with the development of a Preliminary Plat showing the overall configuration, how it fits into the lands surrounding it, public utilities serving the lots, and the phases of construction planned to complete the development; and

WHEREAS, the proposed Meadow Ridge (Phases 7-10) development is a 42 unit single-family subdivision located on 37.32 acres, part of a 222 unit residential subdivision, located south of Holt Road, east of Kahres Road and west of Onondaga Road; and

WHEREAS, the development is part of the Northeast ¼ of Section 20, Delhi Township, Ingham County, Michigan; and

WHEREAS, Phases 1 through 7 of Meadow Ridge were previously built and the roads accepted into Ingham County’s public road system; and

WHEREAS, the Board of Ingham County Commissioners last approved the Preliminary Plat for Meadow Ridge (Phases 7-10) on May 23, 2017 per Board Resolution #17-196; and

WHEREAS, Preliminary Plat approvals are valid for a two year period, per state statute; and

WHEREAS, the two-year Preliminary Plat approval period has expired and the proprietor, Delhi, Inc. has requested re-approval of the Meadow Ridge (Phases 7-10) Preliminary Plat.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners re-approves the Meadow Ridge (Phases 7-10) Preliminary Plat for a period of two years, in accordance with state statute.

Agenda Item 5

TO: Board of Commissioners Law & Courts, County Services and Finance Committees
FROM: Terri Thornberry, Director, 9-1-1 Center
DATE: August 31, 2020
SUBJECT: Resolution Authorizing the Creation of an Additional Staff Services Manager to Oversee Night Shift

For the meeting agendas of October 1, 6, and 7

BACKGROUND

Resolution #17-386 authorized a reorganization at the 9-1-1 Center to eliminate the Deputy Director position and create a Systems Manager and a Staff Services Manager. This reorganization has allowed the 9-1-1 Center Administration to complete projects in a timelier manner and to work with staff more directly and regularly. The Staff Services Manager is responsible for the day to day people side of the organization. The creation of this position has allowed for more direct oversight and guidance of the 9-1-1 Supervisors, and an increased focus on quality assurance. However, as a 24-7 operation, it has become apparent that this same oversight and guidance is needed on the night shift, and cannot be accomplished with only one position. Addition of another Staff Services Manager would also allow for continued expansion of quality assurance, improvements in the training program and additional access to management staff for employees.

ALTERNATIVES

The alternative would be to continue the status quo. Center Administration would continue to work toward organizational improvements to the extent possible.

FINANCIAL IMPACT

The Staff Services Manager is classified as a Manager/Confidential (MC) grade 11 position. The annual cost at Step 1 is \$124,686, and \$145,410 at Step 5. Funds are available within the 9-1-1 fund for this ongoing cost.

OTHER CONSIDERATIONS

As the 9-1-1 Center is a 24/7 operation and funded exclusively from a special revenue fund, it is exempt from the current moratorium on hiring, creation of new positions and filling of vacant positions are provided by Resolution 20-327.

With the large number of complex projects ongoing at the Center, it would be beneficial for the Director to have another manager available for additional delegation of personnel matters. Also, a management position assigned specifically to the night shift would allow for management attention and oversight to be given to these employees on a more consistent basis as day shift employees currently are provided.

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A STAFF SERVICES MANAGER/NIGHT SHIFT
AT THE 9-1-1 CENTER**

WHEREAS, Resolution #17-386 authorized a reorganization at the 9-1-1 Center to eliminate the Deputy Director position and create a Systems Manager and a Staff Services Manager, which has allowed the 9-1-1 Center Administration to complete projects in a timelier manner and to work with staff more directly and regularly; and

WHEREAS, the creation of the Staff Services Manager has allowed for more direct oversight and guidance of the 9-1-1 Supervisors, and an increased focus on quality assurance; and

WHEREAS, since the creation of this position, it has become apparent that this same oversight and guidance is needed on the night shift, and cannot be accomplished with only one position; and

WHEREAS, the addition of another Staff Services Manager would also allow for continued expansion of quality assurance, improvements in the training program and additional access to management staff for employees; and

WHEREAS, funds are available within the 9-1-1 fund for this ongoing cost.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the creation of a new 9-1-1 Staff Services Manager/Night Shift position, classified as a Manager/Confidential (MC) Grade 11 position (wage range of \$69,923.85 - \$83,930.39).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Budget and Position Allocation List in accordance with this resolution.

Agenda Item 6

TO: Law & Courts, County Services and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: September 29, 2020

SUBJECT: Resolution to Authorize a Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Resolution #17-445 and Creating Three New Grant Funded Positions

For the meeting agendas of October 1, 6 and 7

BACKGROUND

Every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes. In November 2017, as approved by Resolution #17-445, the Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee. The State of Michigan approved full funding of the plan effective October 1, 2018.

The plan recommended a Public Defenders Office to be administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court. This resolution would accept the third year of grant funding from the State of Michigan for the compliance plan for the time period October 1, 2020 through September 30, 2021.

The major changes in the year's grant over last year's is the addition of two Assistant Public Defender positions and a Paralegal position. The grant also includes funding for additional rental space to accommodate additional staff. Approval of an amended rental agreement will be brought before the Board in a future resolution.

FINANCIAL IMPACT

The 2020-2021 grant budget is \$6,068,854.75 including a local share of \$920,963.44. The local share will be split among Ingham County (\$882,569.44), the City of Lansing (\$21,963), and the City of East Lansing (\$16,431).

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The newly created positions will be effective upon approval of this resolution. The two new Assistant Public Defender positions are classified as a Manager Confidential grade 09 (salary range \$59,205.80 - \$71,065.43) and the Paralegal is classified as an ICEA Professional grade 5 (salary range \$45,736.56 - \$54,905.41).

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

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A GRANT BETWEEN THE STATE OF MICHIGAN, MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (LARA) AND INGHAM COUNTY TO PROVIDE FUNDING TO ASSIST THE COUNTY IN COMPLYING WITH THE COMPLIANCE PLAN AND COST ANALYSIS APPROVED BY MIDC AND RESOLUTION #17-445 AND CREATING THREE NEW GRANT FUNDED POSITIONS

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

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

WHEREAS, the Ingham County Public Defenders Office submitted a FY21 grant request which was accepted and approved by the State of Michigan, the Michigan Indigent Defense Commission (MIDC), and the Department of Licensing and Regulatory Affairs (LARA); and

WHEREAS, this grant includes the creation of two new Assistant Public Defender positions and one new Paralegal position.

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

BE IT FURTHER RESOLVED, that the grant period is October 1, 2020 through September 30, 2021, and the budget is approved for an amount of up to \$6,068,854.75, including a local share of \$920,963.44.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of two Assistant Public Defender (MC09) positions and one Paralegal (ICEA Prof 5) position upon approval of this resolution.

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

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

Agenda Item 7

TO: Board of Commissioners County Services & Finance Committees
FROM: Gregg Todd, Controller
DATE: September 24, 2020
SUBJECT: Resolution to adopt an ordinance amending the Ingham County ordinance to provide for the imposition and collection of excise tax on persons engaged in the business of providing rooms for transient guests, to provide for collection of unpaid delinquent taxes in the same manner as delinquent special assessments

For the meeting agenda of 10/6/20 County Services and 10/7/20 Finance

BACKGROUND

An identical resolution, Resolution #14-438, was adopted in 2014 but not published in a newspaper of general circulation as was required for it to take effect. Therefore, a new resolution is required.

ALTERNATIVES

Without this new resolution, the existing ordinance allowing for the imposition and collection of excise tax on persons engaged in the business of providing rooms for transient guests and to provide for collection of unpaid delinquent taxes would not be in effect.

FINANCIAL IMPACT

This resolution will increase the County's ability to collect taxes owed.

STRATEGIC PLANNING IMPACT

No impact.

OTHER CONSIDERATIONS

The Ingham County Board of Commissioners approved this resolution in 2014.

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT AN ORDINANCE AMENDING THE INGHAM COUNTY ORDINANCE TO PROVIDE FOR THE IMPOSITION AND COLLECTION OF EXCISE TAX ON PERSONS ENGAGED IN THE BUSINESS OF PROVIDING ROOMS FOR TRANSIENT GUESTS, TO PROVIDE FOR COLLECTION OF UNPAID DELINQUENT TAXES IN THE SAME MANNER AS DELINQUENT SPECIAL ASSESSMENTS

WHEREAS, the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests was adopted by the Board of Commissioners on May 13, 1975, and was subsequently amended on November 13, 1990, and October 8, 1991; and

WHEREAS, the enabling statute, 1974 PA 263, MCL 141.861 *et seq.*, was recently amended by the Michigan Legislature, to enhance the County's ability to collect unpaid delinquent taxes due under the Ordinance; and

WHEREAS, under 2014 PA 284 (eff. September 23, 2014), being MCL 141.864(e), if the tax imposed under the Ordinance remains unpaid for more than 90 days, the County Treasurer may collect the tax in the same manner as a delinquent special assessment, along with any associated interest, fees, and costs, under the General Property Tax Act, 1893 PA 206, MCL 211.1 to 211.155.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the Third Amendment to the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests, as amended, attached and incorporated by reference as Exhibit 1 to this Resolution, expressly providing for the collection by the County Treasurer of unpaid delinquent taxes due under the Ordinance in the same manner as a delinquent special assessment, along with any associated interest, fees, and costs, under the General Property Tax Act, 1893 PA 206.

BE IT FURTHER RESOLVED, that the Third Amendment to the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests, as amended, will be published in hard copy and on the County's internet website.

BE IT FURTHER RESOLVED, that the amended Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

Agenda Item 8a

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 21, 2020
SUBJECT: Resolution to Approve Generic Service Credit Purchase for County Employee: Janice Dooley
For the meeting agendas of 10/6 and 10/7

BACKGROUND

Pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Janice Dooley has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan.

ALTERNATIVES

The Board of Commissioners may choose not to approve the request.

FINANCIAL IMPACT

Resolution #02-101 provides that the cost for generic service "must be totally borne by the employee."

STRATEGIC PLAN CONSIDERATIONS

N/A

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve generic service credit purchase for County employee Janice Dooley.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR
COUNTY EMPLOYEE: JANICE DOOLEY**

WHEREAS, pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS); and

WHEREAS, the Resolution further provides that the cost for generic service "must be totally borne by the employee"; and

WHEREAS, Janice Dooley has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan; and

WHEREAS, by Board of Commissioners approval under the standing Resolution, and by the employee's payment to MERS, Ms. Dooley will purchase five (5) years, zero (0) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Janice Dooley, the Board of Commissioners hereby approves the purchase of five (5) years, zero (0) months generic service under County Resolution #02-101.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized on behalf of the County to sign and execute all MERS documents to effectuate and finalize this transaction, subject to approval as to form, by the County Attorney.