

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

COUNTY SERVICES COMMITTEE
RYAN SEBOLT, CHAIR
EMILY STIVERS
MARK GREBNER
VICTOR CELENTINO
ROBERT PEÑA
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, JUNE 21, 2022 AT 6:30 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/87805478336>.

Agenda

Call to Order

Approval of the [June 7, 2022 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize Four Temporary Sheriff's Deputy Law Enforcement [Recruit Sponsorship](#) Positions
2. Circuit Court – Notice of Emergency Purchase Order to Replace Failing [Courtroom Components](#)
3. 55th District Court – Resolution to Authorize the [Reorganization](#) of the 55th District Court
4. Drain Commissioner
 - a. Resolution to Approve Agreement for the Installation and Relocation of [Nilson Drain](#) Beneath Okemos Road and Installation of a Water Quality Control Structure
 - b. Resolution to Allocate \$1,000,000 in American Rescue Plan Funds to the [Montgomery Drain](#) Maintenance and Improvement Project
5. Innovation and Technology Department – Resolution to Approve the Purchase of a Cable Internet Connection from [Comcast](#)
6. Facilities Department – Notice of Emergency Purchase Order of Modulating [Heat Valve](#) at Animal Control
7. Road Department
 - a. Resolution to Authorize an Agreement with [Leslie Township](#) for the 2022 Local Road Program
 - b. Resolution to Update the Ingham County Road Department [Permit Fee Structure](#)
8. Potter Park Zoo – Notice of Emergency Purchase Order for [Penguin Exhibit](#) Electrical Panel Replacement
9. Controller's Office – Resolution to Establish an MC 20 Grade and to Reclassify the County [Controller, Health Officer, and Budget Director](#) Positions

10. Board of Commissioners

- a. A Resolution Opposing Michigan [House Bills 4729, 4730, 4731, and 4732](#)
- b. Written Attorney/Client Privileged Letter from the County Attorney as Permitted by MCL 15.268(h) (*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

June 7, 2022
Draft Minutes

Members Present: Sebolt, Peña, Grebner (Arrived at 6:35 p.m.), Maiville, and Celentino.

Members Absent: Naeyaert and Stivers.

Others Present: Judge Donald Allen Jr., Nicole Noll-Williams, John Shaski, Terry Lewis, Aaron Jackson, Michael Dillon, Anne Barna, Sue Graham, Becky Bennett, Gregg Todd, Kylie Rhoades and others.

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/87805478336>.

Approval of the May 17, 2022 Minutes

CHAIRPERSON SEBOLT STATED, WITHOUT OBJECTION, THE MINUTES OF THE MAY 17, 2022 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Grebner, Naeyaert, and Stivers.

Additions to the Agenda

Substitute –

8. Human Resources Department – Controller & Budget Director Salaries Market Study Results (Discussion Item)

Limited Public Comment

None.

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

4. Financial Services Department – Resolution to Extend the Agreement with MGT of America Consulting, LLC for the Preparation of a County-Wide Cost Allocation Plan
5. Innovation and Technology Department
 - a. Resolution to Approve Equipment Purchase from Sentinel Technologies
 - b. Resolution to Approve Support Renewal from ID Networks
 - c. Resolution to Approve Fiber Engineering and Construction from Western Tel-Com
6. Facilities Department
 - a. Notice of Emergency Purchase Order of a Chilled Water Pump Replacement

- b. Resolution to Authorize an Agreement with Laux Construction LLC for the Improvements to the 9-1-1 Center
7. Road Department
- b. Resolution to Authorize Agreements with Aurelius, Lansing, and White Oak Townships for the 2022 Local Road Program
 - c. Resolution to Authorize a Contract with Capital Asphalt LLC and with Rieth-Riley Construction Co., Inc for Bid Packet #82-22 for the 2022 Countywide Paving Program
10. Board of Commissioners – Resolution Honoring the Lansing Juneteenth Committee on the 29th Annual Juneteenth Celebration

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Grebner, Naeyaert, and Stivers.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Grebner, Naeyaert, and Stivers.

- 1. Capital Region Airport Authority – Update by President & CEO Nicole Noll-Williams (*Discussion*)

Nicole Noll-Williams, Capital Region Airport Authority President and CEO, provided a presentation on the Capital Region International Airport.

Commissioner Grebner arrived at 6:35 p.m.

Commissioner Peña asked for clarification on what DL referred to in the presentation.

Ms. Noll-Williams stated that DL referred to Delta. She further stated that the Commissioners were welcome to reach out to her personally if they had any further questions or concerns when they further reviewed the provided material.

John Shaski, Capital Area Airport Authority Chairperson, expressed his thanks to Commissioner Celentino and Commissioner Peña for their involvement with the Capital Area Airport Authority. He further stated that the Capital Area Airport Authority Board had faith and confidence in Ms. Noll-Williams, as she was an excellent leader who had hit the ground running since she joined 13 months ago.

Commissioner Maiville stated that the Allegiant Air had provided service to the airport in the past. He further asked for clarification if the Lansing airport had lost Allegiant to the Grand Rapids or Flint airports, or if there was a possibility for future service.

Ms. Noll-Williams stated that Allegiant had requested a meeting with her for the following week. She further stated that Lansing had been one of the first airports that Allegiant had serviced.

Ms. Noll-Williams stated that she believed there was an opportunity for the Allegiant Air to return to Lansing, as she was knocking on every door in search of opportunities. She further

stated that Florida and Arizona were key destinations that they were working on getting service to.

Commissioner Peña stated that he knew of two cyclists who had visited the observation area, and that it was well appreciated by the community. He further expressed thanks for the hard work that has been done, including the airport security as he knew of cyclists that had locked their bikes there while traveling.

Commissioner Peña stated that he would like to acknowledge that Commissioner Celentino has served a quarter of a century on the Capital Region Airport Authority Board at the end of his current term. He further stated that while he was personally not an official member of the Capital Region Airport Authority Board he liked to be an avid participant and enjoyed the meetings.

Commissioner Peña expressed gratitude towards Commissioner Celentino for his hard work on the Capital Region Airport Authority Board.

Mr. Shaski stated that they had recently recognized two Public Safety Officers who had assisted a passenger that had experienced cardiac arrest in the parking lot. He further stated that it had been a humbling experience to see the professionalism of the team when the Lansing airport experienced a fatal crash a few years ago.

Commissioner Grebner asked for clarification on if the Lansing airport had considered the excessive amount of public parking that they had available.

Ms. Noll-Williams stated that there was currently more parking space than what was needed, however, they had leased part of the space out to Amazon. She further stated that they were working with General Motors (GM) to help establish additional revenue sources.

Commissioner Grebner stated that leasing the space was a great option, however, over time the parking lot would deteriorate. He further asked if it was intended to reconstruct all of the current parking space or a fraction of it.

Ms. Noll-Williams stated that half of the parking lot would be repaved over the summer. She further stated that they did not intend to make any major change as it was part of the Master Plan assessment which reviewed all facilities and the future demands.

Commissioner Grebner asked for clarification on if the current Master Plan assessment included any change to the parking lot.

Ms. Noll-Williams stated that the current plan from 2006 did not include the removal of the parking lot.

Mr. Shaski stated that one of the unintended opportunities of the COVID-19 Pandemic was that the Lansing airport was able to lease out space to Amazon for their delivery vehicles. He further stated that finding opportunities to utilize available space was a priority.

Commissioner Grebner stated that they would eventually find that they have sun-baked asphalt. He further stated that Michigan State University had found a deal with GM to lease out available space.

Ms. Noll-Williams stated that the intent was to have the spaces filled as growth and opportunities to service additional locations come.

Commissioner Grebner asked for clarification if there was a plan to act on the land that had been acquired for the second runway and terminal.

Ms. Noll-Williams stated that the land was currently leased out for farming. She further stated that it came back to the Master Plan, and that the land was considered aeronautical use which meant that commercial development could not occur.

Commissioner Grebner stated that he has heard rumors that the international port of entry had not received much business.

Ms. Noll-Williams stated that the Lansing airport became international in 2009, which included a Federal Inspection Station which allowed the airport to clear international flights with over 19 passengers. She further stated that in the last year the Lansing airport had 50 international departures and expected to see additional frequencies this year following the announcement of a new market.

Ms. Noll-Williams stated that the international designation was a tool for the economic growth in the Lansing area. She further stated that GM could take advantage of international flights as they begin to produce electric batteries.

Commissioner Grebner stated that the Federal Agent that was assigned to the Lansing airport might only see individuals once a week. He further asked for clarification on the operational cost.

Ms. Noll-Williams stated that the operational cost was around \$400,000 annually. She further stated that fees were collected from users.

Mr. Shaski stated that the Lansing airport was one of two airports in the State of Michigan that had the international designation. He further stated that the designation set Lansing apart from the other airports.

Commissioner Grebner asked for clarification if the Capital Region Airport Authority had needed to draw on reserves due to the COVID-19 Pandemic.

Ms. Noll-Williams stated that the airport had not needed to touch the reserves.

Commissioner Grebner asked for clarification if the Michigan Flyer was a friend or an enemy.

Ms. Noll-Williams stated that from her perspective the Michigan Flyer had not ever been considered an enemy. She further stated that there had been a controversial issue that had occurred years ago, and funds had not been utilized properly.

Ms. Noll-Williams stated that a region needed to have multiple opportunities to move individuals in and out. She further stated that there needed to be options for individuals, one of which included sitting on a bus for two hours that included multiple stops.

Commissioner Grebner stated that the Michigan Flyer had been seen as an enemy years ago, and he was glad to see that they were no longer considered as such.

Mr. Shaski stated that he had personally used Michigan Flyer before, but did not agree that it exported individuals from the local airport to other alternatives. He further stated that the Lansing airport competed with a leakage issue of the Grand Rapids, Flint, and Detroit airports being in close proximity.

Mr. Shaski encouraged the need to support the local Lansing airport.

Commissioner Grebner stated that viewing the Michigan Flyer as an enemy has caused grief for many individuals. He further stated that if they were viewed as a friend the Michigan Flyer would be pleased to arrive at the airport and complete the trip when Delta came up short.

Commissioner Grebner stated that Delta refused to permit such interaction and instead left individuals stranded or put them up in a hotel.

Ms. Noll-Williams stated that it was important to note that there was different leadership then when it was established years ago.

Commissioner Peña stated that he knew of individuals who had ties to Canada, and hoped that service expansion to Canada would be considered.

Ms. Noll-Williams stated that it should be noted that any airline would consider the potential and evaluate how much return would come from providing service to a given location. She further stated that there needed to be justification to financially support such opportunity.

3. 55th District Court – Reorganization of the 55th District Court (*Discussion*)

Judge Donald Allen Jr., 55th District Court Chief Judge, provided an overview of the requested reorganization. He further stated that the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) provided approval of the reorganization.

Commissioner Grebner asked for clarification if the position integrated with the new Justice Complex.

Judge Allen stated that there would be some fundamental changes as the physical layout of the facility is different. He further stated that the Security Coordinator would be responsible for both of the two floors at the new facility.

Commissioner Celentino stated that the presentation at the Law and Courts Committee meeting had gone well. He further stated that he had previously expressed that he would support the resolution when it was presented at the next round of meetings.

Commissioner Peña stated his thanks to Judge Allen for his service. He further asked for clarification on how he envisioned the future changes.

Judge Allen stated that they did not have all of the answers yet but were able to walk through the new facility and visualize the flow. He further stated that the current facility in use was not conducive to public safety and would be a liability if something were to happen.

Judge Allen stated that the Safety Coordinator would be responsible to evaluate and ensure the safety of everyone.

2. Ingham County Sunrise – Employee Co-Op/Succession Planning (*Presentation by LEAP*)

Aaron Jackson, The Center for Community Based Enterprise (C2BE) Business Development Manager, stated that Karen Tyler-Ruiz, The Center for Community Based Enterprise Executive Director, had been the second Director of the organization and had over 20 years of experience in community development. He further stated that he personally had a formal background in law and had since focused on the development of self-sufficient businesses for the youth and individuals with disability.

Terry Lewis, The Center for Community Based Enterprise Chief Financial Officer, stated that she also had a background that included law and had spent her career working with housing and financial cooperatives. She further provided a presentation on the history of C2BE.

Mr. Jackson provided a presentation on the Leave a Legacy Program timeline as well as the three-fold win for the community, business owner, and employees.

Ms. Lewis stated that worker-owned businesses' impact to the Lansing area could be profound. She further stated that the structuring that allowed them to engage with the business owners should leave a business ready to make the transaction.

Commissioner Grebner stated that C2BE operated out of the Detroit area. He further asked for clarification on a specific tax classification for worker-owned businesses.

Ms. Lewis stated that Commissioner Grebner had referred to Employee Stock Ownership Plans (ESOPs), which was a form of worker ownership that was essentially a retirement plan. She further stated that they served smaller businesses that did not qualify for the classification.

Ms. Lewis stated that they did have a partner that they would gladly refer a business to if they happened to qualify for the ESOPs classification.

Commissioner Grebner asked for clarification on how many businesses they have helped transition to employee-owned in the Detroit area.

Ms. Lewis stated that they were currently working with five businesses and had previously worked with several startups. She further stated that they had two or three businesses that were up and running that they had helped transition.

Ms. Lewis stated that one of their startups used scrap leather from the automobile industry to produce top of the line products, and proudly employed homeless Veterans. She further stated that they had done a great deal of work in the stitchery industry.

Ms. Lewis stated that it should be noted that the slightest event causes startups to pause. She further stated COVID-19 Pandemic had caused one of their gaming startups to pause due to lack of gaming conventions.

Commissioner Peña asked for clarification on what the acronym C2BE meant.

Ms. Lewis stated that it stood for The Center for Community Based Enterprise. She further stated that they helped create sustainable community-based businesses that provided living wages and gave the community a real voice.

7. Road Department

- a. Resolution to Authorize a Contract for As-Needed Fabrication Inspection Services with KTA-Tator

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

Commissioner Peña stated that the material provided did not mention the spring in the Saginaw aquifer that existed in the northeast quadrant of the project. He further stated that it could potentially lead to additional expenses and cause difficulty with potential mud.

Commissioner Peña stated that he would reach out to notify Kelly Jones, Ingham County Road Department Director.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert and Stivers.

9. Controller's Office – Resolution to Authorize an Agreement with the Mejorando Group for Strategic Planning Facilitation

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

Commissioner Celentino asked for clarification on why it had been decided to go with the higher bid. He further asked for clarification on what action could be taken to replenish the contingency funds, as the agreement took a large chunk.

Gregg Todd, Ingham County Controller, stated that Management Partners did have a lower bid but did not follow the Request for Proposal (RFP) as closely as what would have been preferred. He further stated that \$75,000 of the contingency fund had been allocated to the contract extension with Jensen Partners.

Mr. Todd stated that an amendment could be made to have the funds come from Jail Medical instead, as there was a surplus.

Commissioner Peña stated that one definition of Meorando meant improvement.

Commissioner Grebner stated that Ingham County was liquid and had plenty of funds available. He further stated that Ingham County was not Lansing Township.

Commissioner Celentino stated that he understood, and that he had a right to ask the Controller for an explanation.

Commissioner Grebner stated that there could be a negative transfer to Jail Medical, and discover that there was an amount of unspent funds.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Naeyaert and Stivers.

8. Human Resources Department – Controller & Budget Director Salaries Market Study Results
(Discussion Item)

Mr. Todd stated that there are not a lot of standalone Budget Directors in Michigan, but upon review there was a warrant for an increase to an MC 14, which would take it to \$112,000. He further stated that the Controller position was closest to Kalamazoo County with regard to the same amount of citizens and responsibility.

Mr. Todd stated that there were currently two positions that fell within the current MC 19 scale, the Health Department Director and the Controller. He further stated that one option would be to adjust the current scale to align with the Kalamazoo County range, or create a new scale for the Controller.

Mr. Todd stated that it made the most sense to adjust the current scale accordingly and include both the Controller and the Health Director.

Commissioner Maiville stated that Kalamazoo County was often considered the benchmark. He further stated that he was in support of the reevaluation of the scales.

Commissioner Grebner stated that one option could include the creation of a MC 20.

Chairperson Sebolt asked if there was a specific recommendation.

Commissioner Grebner requested the creation of an MC 20, which included both the Controller and the Health Department Director. He further stated that he would like to see the Budget Director move to the classification of MC 14.

Commissioner Maiville expressed thanks towards the Controller's Office and the Human Resource Department for compiling the additional information. He further stated that the efforts helped retain talent.

Commissioner Grebner stated that it was always dangerous to review market data as it revealed that Ingham County underpaid. He further stated that it made individuals question how they became stuck with Ingham County.

Announcements

Commissioner Celentino stated that Becky Bennett, Ingham County Board Director, and Commissioner Grebner were the only members present who knew the story of how he had been elected to the Capital Region Airport Authority Board in 2001. He further stated that former Commissioner Chris Swope had initially been considered but was unable to serve as the representative as he lived in the City of Lansing.

Commissioner Celentino stated that Commissioner Grebner had then pointed and suggested that he serve as he lived in Lansing Township.

Commissioner Maiville stated that the Broadband Taskforce had experienced some difficulty with supply chain issues and mailing, and individuals were now receiving the mailers. He further stated that they would like to see additional participation for the survey and encouraged those present to share and promote the survey on social media platforms.

Commissioner Maiville stated that the survey participation was essential to obtaining broadband internet access in Ingham County.

Commissioner Peña stated that the Kalamazoo Street project between Mifflin Avenue and Clippert Street was underway. He further encouraged individuals to seek alternate routes, as there may often be total closure on the route.

Commissioner Peña stated that the Alfreda Schmidt Center would host a Veterans Story Project on June 14, 2022 at 7:00 p.m. that focused on women who have served.

Commissioner Peña stated that the Women's Center of Greater Lansing on Michigan Avenue in Lansing had a position open and was in need of a new Director. He further stated that the Women's Center was located near Sparrow Hospital and the Soup Spoon Café.

Public Comment

Anne Barna, Ingham County Health Department Deputy Officer, introduced herself to the County Services Committee. She further stated that she had previously worked with the Barry-Eaton Health Department and was a lifelong resident of Mason.

Ms. Barna expressed that she was excited to begin working with everyone.

Adjournment

The meeting was adjourned at 8:13 p.m.

**JUNE 21, 2022 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

1. Sheriff's Office – Resolution to Authorize Four Temporary Sheriff's Deputy Law Enforcement Recruit Sponsorship Positions

The Sheriff's Office currently has several open Field Services Sheriff's Deputy, MCOLES-certified positions and they have been unable to hire qualified applicants. This has been a local and national problem for law enforcement agencies. The Sheriff's Office would like to hire up to four temporary employees annually beginning in 2023 to sponsor through the 17-week, Mid-Michigan Police Academy. Upon successful completion of the academy the employee will be hired as a full-time Deputy. The estimated total annual cost is \$98,600 and funds are budgeted in the Sheriff's Office to cover this expense.

See memo for details.

2. Circuit Court – Notice of Emergency Purchase Order to Replace Failing Courtroom Components

This Emergency PO is for the Court's audio/visual components required for official records of proceedings and to allow people to participate both in person and virtually. Thalner Electronic Labs, Inc. (dba TeL Systems), the vendor that installed these systems and supports them, is able to replace the failing components for \$28,685.24.

See memo for details.

3. 55th District Court – Resolution to Authorize the Reorganization of the 55th District Court

The proposed reorganization would eliminate a Court Officer, UAW TOPS – Grade Level E position (\$38,634.60 - \$46,050.88) and create a Court Security Coordinator position as a UAW TOPS – Grade Level K position (\$54,061.53 - \$64,543.45). The new position will have the primary responsibility of daily assessment and monitoring of security measures, including the identification of strategies for addressing and monitoring security and safety challenges. One of the Court Officer positions will be eliminated as the new position will be filled with one of the existing Court Officers. The Court Security coordinator will continue to serve as a Court Officer as needed. The long-term cost of this reorganization will be \$25,634.

As required under county policy, this reorganization was first submitted as a discussion item at the Law & Courts and County Services Committees, and is now being brought forward as an action item.

See memo for details.

4a. Drain Commissioner – Resolution to Approve Agreement for the Installation and Relocation of Nilson Drain beneath Okemos Road and Installation of a Water Quality Control Structure

This resolution approves entering into an agreement between the Road Department and the Drain Commissioner on behalf of the Nilson Drain Drainage District to replace and relocate the Nilson Drain within the Okemos Road and Okemos Road right-of-way near Mt. Hope Road in Meridian Charter Township, which includes the design and installation of a water quality control structure to meet water quality requirements in connection with the County's NPDES general permit for stormwater discharges.

See memo for details.

4b. Drain Commissioner – Resolution to Allocate \$1,000,000 in American Rescue Plan Funds to the Montgomery Drain Maintenance and Improvement Project

This resolution approves an allocation of \$1,000,000 to the Montgomery Drain Maintenance and Improvement project. The funding being requested is to construct two water quality plazas in the median of Michigan Avenue to provide water treatment for the Montgomery Drain along with the final phase of the rain gardens. The plazas consist of two water quality structures that pour out into a stepped waterfall area where the water is oxygenated before flowing into rain gardens in the median of Michigan Avenue, allowing chemical and biological reactions to break down pollutants in the water and prevent anaerobic conditions. It should be noted that 50,000-75,000 pounds of pollution, historically, is input into the drain on an annual basis.

The Drain Commissioner is still uncertain of the exact budgetary shortfall the project is facing due to, “the current, extremely volatile, bidding environment.” You could hold this resolution until all of the budget information is available. I am sure Mr. Pratt will be in attendance for an exhaustive discussion on the issue on Tuesday.

See memo for details.

5. Innovation and Technology Department – Resolution to Approve the Purchase of a Cable Internet Connection from Comcast

This resolution approves the purchase of a cable internet connection from Comcast at a cost of \$8,500 to ensure a cost-effective, reliable, and secure connection for the Circuit Court’s visiting Judge’s program at 426 South Walnut, Lansing.

Funds for this project will be paid out of the CESF MSP grant.

See memo for details.

6. Facilities Department – Notice of Emergency Purchase Order of Modulating Heat Valve at Animal Control

This Emergency PO is for the modulating heat valve in roof top unit (RTU) #4 which has failed and needs to be replaced. This valve regulates the heat and cooling function. The failure of this valve has caused the roof top unit to completely shut down not supplying any heat or cooling to the area RTU #4 services.

Trane supplied for a total cost of \$2,693 which includes the part, installation, and testing the operation of the new valve.

See memo for details.

7a. Road Department – Resolution to Authorize an Agreement with Leslie Township for the 2022 Local Road Program

This resolution authorizes the Local Road Program agreement with Leslie Township in the amount of \$47,484.87 for the asphalt wedging and overlay of Olds Road. Funding is available in the 2022 Road Fund Budget.

See memo for details.

7b. Road Department – Resolution to Update the Ingham County Road Department Permit Fee Structure

This resolution approves an update to the Road Department permit fee structure to include state mandated provisions for small cell and telecommunication providers as well as an increase to the driveway permit and culvert installation fees due to increased labor and material costs.

See memo for details.

8. Potter Park Zoo – Notice of Emergency Purchase Order for Penguin Exhibit Electrical Panel Replacement

As the result of multiple equipment failures in the penguin exhibit, an inspection of the electrical panel was performed. The busbars showed evidence of arcing and burning. Further equipment failures could result in the inability to maintain conditions for the well-being of the penguins. This Emergency PO is with Centennial Electric for \$4,300, which includes the panel, installation, and testing of the electrical panel.

9. Controller's Office – Resolution to Establish an MC 20 Grade and to Reclassify the County Controller, Health Officer, and Budget Director Positions

This resolutions authorizes the creation of a new MC 20 Grade, the reclassification of the Controller and the Health Officer (the two positions in the MC 19 Grade) to MC 20 and the reclassification of the Budget Director from MC 13 to MC 14. These reclassification requests are the result of a salary study of comparable counties.

See memo for details.

10a. Board of Commissioners– A Resolution Opposing Michigan House Bills 4729, 4730, 4731, and 4732

This resolution opposes Michigan House Bills 4729, 4730, 4731, and 4732 which would provide Zillow, and other similar corporations copies of official records maintained in Register of Deeds and County Treasurer offices at a significant discount or, in some instances, free of charge.

ADDITION ITEMS:

10b. Board of Commissioners – Written Attorney/Client Privileged Letter from the County Attorney as Permitted by MCL 15.268(h) (Closed Session)

Agenda Item 1

TO: Board of Commissioners: Law & Courts, County Services, and Finance Committees
FROM: Captain Andrew Daenzer
DATE: June 7, 2022
SUBJECT: ICSO Sheriff's Deputy Recruit Sponsorship/Temporary Position(s)
For the meeting agenda of June 16, June 21, June 22, respectively.

BACKGROUND

The Sheriff's Office currently has several open Field Services Sheriff's Deputy, MCOLES-certified positions. The Sheriff's Deputy Law Enforcement job posting has been active for over a year and we have been unable to hire any qualified applicants. There are many reasons for this, but like other law enforcement leaders we believe the social climate and lingering COVID-19 related factors are the principle influences.

Law Enforcement agencies locally and nationally have been struggling to fill their open positions. The current trend is for agencies to hire recruits and sponsor them through a police academy.

From March of 2023 - February of 2024 we are expecting 10 retirements of MCOLES licensed employees. The Sheriff's Office would like to hire up to four (4) temporary employees annually beginning in 2023 to sponsor through the 17-week, Mid-Michigan Police Academy. Upon successful completion of the academy the employee will be hired as a full-time Deputy.

ALTERNATIVES

The alternative is to continue with our job posting seeking MCOLES licensed applicants. This has not been productive in the past year. Most of the applications we received were from non- MCOLES licensed applicants seeking a department to sponsor them in a police academy.

We will continue, as we have in the past, to sponsor corrections deputies to fill vacancies, but we are limited with this option due to corrections staffing needs. Without these sponsorships, we will be severely understaffed and lack the ability to provide law enforcement and support services without negative impact.

FINANCIAL IMPACT

The estimated total cost is \$98,600 to include the following items:

- \$20 per hour during the academy for 4 positions of \$54,400
- Potential overtime cost of \$10,200
- Academy cost for 4 sponsorships of \$34,000

Funding sources for these temporary positions already exists in the Sheriff's Office Budget.

STRATEGIC PLANNING IMPACT

The strategic plan may be impacted if this is not approved by reducing the ability to provide basic Law Enforcement Services to the citizens of Ingham County.

OTHER CONSIDERATIONS

The next Mid-Michigan Police Academy has approximately 45 recruits. All of the recruits are sponsored by agencies.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support up to 4 temporary Sheriff's Deputy Law Enforcement Recruit Sponsorship positions annually beginning in 2023.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FOUR TEMPORARY SHERIFF'S DEPUTY
LAW ENFORCEMENT RECRUIT SPONSORSHIP POSITIONS**

WHEREAS, the Sheriff's Office has several current open Sheriff's Deputy Law Enforcement positions; and

WHEREAS, the Sheriff's Office expects 10 retirements of Law Enforcement, MCOLES-certified personnel from March of 2023 through February of 2024; and

WHEREAS, the Sheriff's Office has been unable to hire any MCOLES-licensed applicants in the past 12 months; and

WHEREAS, other local police agencies have encountered the need to sponsor applicants and are doing so to fill vacancies; and

WHEREAS, the citizens of Ingham County rely on the Sheriff's Office MCOLES licensed Deputies to provide Law Enforcement and support services to include court security; and

WHEREAS, the Sheriff's Office would like to hire up to four (4) applicants annually beginning in 2023 as temporary employees to sponsor through the Mid-Michigan Police Academy; and

WHEREAS, the temporary employees would be hired as new, full-time, Law Enforcement Deputies upon successful completion of the academy; and

WHEREAS, the full-time Deputies would still be required to complete a Field Training program; and

WHEREAS, funding sources for these temporary positions already exist in the Sheriff's Office annual budget; and

WHEREAS, the temporary recruit sponsorship positions would only be filled if there were current or expected vacancies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the creation of the temporary Sheriff's Deputy Law Enforcement Recruit Sponsorship positions effective upon approval of this resolution.

BE IT FURTHER RESOLVED, that the positions may be used in future budget years after to fill vacant positions.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham county Sheriff's Office budget.

Agenda Item 2

TO: County Services Committee
Ingham County Board of Commissioners

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

CC: Hon. Joyce Draganchuk, Chief Judge, 30th Circuit Court
Jim Hudgins, Purchasing Director

DATE: June 8, 2022

RE: Emergency Purchase Order to Replace Failing Courtroom Components

All of the courtrooms in the Veterans Memorial Courthouse and the Mason Courthouse are dependent upon technology for their functioning. Audio and video systems allow for the court to make an official record of proceedings and have people participate both in person and virtually. These systems are installed by third-party vendors and mainly supported by those vendors.

While we are beginning to partner with the IT Department to develop an end-of-life calendar for these various systems so the county can be more proactive in updating these crucial systems, we, at this time, have two courtrooms with failing components (a Crestron Panja device and a Crestron mixer). It is imperative that these components be replaced to ensure the judges can properly conduct proceedings.

Thalner Electronic Labs, Inc. (dba TeL Systems), the vendor that installed these systems and supports them, is able to replace the failing components for \$28,685.24. Based on approval from the Controller and the Purchasing Director, Emergency Purchase Order # 02022232-00 has been issued to Thalner for this work. We look forward to working with Thalner to get the courtrooms fully functional.

TO: Law & Courts Committee
County Services Committee
Finance Committee

FROM: Michael J. Dillon, Court Administrator

DATE: June 7, 2021

SUBJECT: Reorganization Plan – Court Security Coordinator Position

NEED FOR THE REORGANIZATION PLAN

We live in a time where threats against judges and court staff and acts of violence in courthouses and courtrooms are occurring throughout the country with greater frequency than ever. Therefore, creating a safe place for our judges, employees, and all who enter the courthouse must be a top priority for both the Court and the County.

Courts are hosts to individuals from opposing sides. There is a winner and a loser for every court case, and in some circumstances, neither side feels much like a winner. Being adversarial in nature, courts operate every day with the potential for an event that jeopardizes the safety and security of those in a courthouse.

The best way to minimize the potential for a security event is to take a proactive approach to court security. The first step in adopting a proactive approach would be to appoint a person whose primary responsibility is the daily assessment and monitoring of security measures. Currently, our magistrate serves as our security coordinator. Unfortunately, our magistrate does not have the time nor is trained to perform that role adequately. Recognizing this serious deficiency, the 55th District Court Courthouse Security Committee has recommended that the County create and fund a court security coordinator position.

The 55th District Courthouse Security Committee was formed as directed by Michigan Supreme Court Administrative Order 2019-01 (AO2019-1). The Order requires a chief judge to establish a courthouse security committee. One of the goals of AO2019-01 is to have the committee recommend goals and objectives specific to improving physical security, emergency preparedness, and employee training. Currently, the committee is comprised of representatives from the Court, the Ingham County Controller’s Office, the Ingham County Sheriff’s Office, the Ingham County Facilities Department, and the Mason Police Department. Again, this committee has recommended that the Court request funding for a court security coordinator position.

REORGANIZATION PLAN

The plan calls for the following:

- Creation of a Court Security Coordinator position (UAW – Grade Level K)
- Elimination of a Court Officer position (UAW – Grade Level E)

The Court Security Coordinator position will identify strategies for addressing and monitoring security and safety challenges, ranging from physical protection of all persons in and around the courthouse to staff education on security issues and from workplace violence to data integrity to the day-to-day operational challenges.

One court officer position will be eliminated as the court security coordinator position will be filled with one of our existing court officers. The court security coordinator will continue to serve as a court officer as needed. Hence, the Court will not be increasing its allotted FTEs.

FISCAL IMPACT

The cost of the plan is \$25,634. The increase in costs results from the difference between the wages and fringes of a UAW grade level E position and a UAW K position. Wages and fringes were calculated using the highest pay step for the affected positions. The Court is not requesting a budget increase as the \$26,634 will be absorbed in the current budget. Ingham County’s Budget Office provided the financial data.

CURRENT ORGANIZATION

<u>Position #</u>	<u>Job Title</u>	<u>Unit</u>	<u>Wage/Fringes</u>
137027	Court Officer	UAW E-5	\$ 87,580
137033	Court Officer	UAW E-5	\$ 87,580
			\$ 175,160

REORGANIZATION

<u>Position #</u>	<u>Job Title</u>	<u>Unit</u>	<u>Wage/Fringes</u>
TBD	Court Officer - eliminated		\$ -
TBD	Court Officer	UAW E-5	\$ 87,580
TBD	Court Security Coordinator	UAW K-5	\$ 113,214
			\$ 200,784
Cost			\$ 25,634

HUMAN RESOURCES ANALYSIS OF REORGANIZATION

The Ingham County Human Resources Department conducted an analysis of the reorganization (see May 6, 2022 memorandum). As a result of the analysis, the court security coordinator job description was created.

REORGANIZATION REQUEST

The safety of Court and County employees and all who use Ingham County facilities has been and is a top priority for Court and the County. The creation of a court security coordinator position in the 55th District Court will be a significant step in realizing that priority at the Court.

With the support of the 55th District Court Courthouse Security Committee, the Court respectfully requests that the Ingham County Board of Commissioners approve the reorganization plan and create a Court Security Coordinator position. At the last round of committee meetings, this request was reviewed by both the Law & Courts Committee and the County Services Committee.

From: [Teresa Carter](#)
To: [Elisabeth Bliesener](#); [Bradley Prehn](#)
Cc: [Joan Clous](#)
Subject: Re: Draft Court Security Coordinator for your review
Date: Thursday, May 05, 2022 10:05:23 AM
Sensitivity: Confidential

Hello Elisabeth,

My apologies I don't remember receiving this, Yes the UAW is in agreement with this job description pointing out as a K with 1130 points.

Thank you.

Teresa Carter
Office Coordinator
517-676-8374 desk
517-676-8380 fax

From: Elisabeth Bliesener <EBliesener@ingham.org>
Sent: Thursday, May 5, 2022 9:49 AM
To: Teresa Carter <TCarter@ingham.org>; Bradley Prehn <BPrehn@ingham.org>
Cc: Joan Clous <JClous@ingham.org>
Subject: RE: Draft Court Security Coordinator for your review

Hi Theresa,
Have you had a chance to review this job description yet? District Court would like to take this for a resolution hopefully soon.

Thanks
Beth

From: Elisabeth Bliesener
Sent: Thursday, April 28, 2022 4:12 PM
To: Teresa Carter <TCarter@ingham.org>; Bradley Prehn <BPrehn@ingham.org>
Cc: Joan Clous <JClous@ingham.org>
Subject: Draft Court Security Coordinator for your review
Sensitivity: Confidential

Hi Theresa,
I have attached a draft JD that District Court would like to create. The plan would be if the position is approved to convert one of the existing court officer into this Court Security Coordinator. There would be no change in FTE or to the Union placement.

You can see the JPE in the draft job description attached.

Does the Union give their support to create a Court Security Coordinator, District Court – UAW K

Let me know what questions you have.

Thanks,
Beth

Beth Bliesener
Ingham County
Human Resources
517-887-4375

Transmission is Privileged and Confidential.

Confidentiality Notice: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to whom it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify me by e-mail reply and delete the original message from your system.

**INGHAM COUNTY
JOB DESCRIPTION**

COURT SECURITY COORDINATOR, DISTRICT COURT

General Summary:

Under the supervision of the District Court Administrator, responsible for the planning and administration of court security functions. Responsibilities include overall administration of court security and serving as the Courts' liaison with Sheriff's Department and local law enforcement to ensure the safety of Judges, court personnel, the public and to ensure the court facility is secure. Performs the functions of a court officer.

Essential Functions:

1. Performs the functions of a court officer as listed on the court officer job description.
2. Assesses court security operations, staffing levels and policies and procedures.
3. Assists in developing the court's security plan, policies, procedures, and provides oversight of court security functions.
4. Reviews and tests the court's security plan, policies and procedures to ensure that systems and procedures in place are adequately protecting the public, judiciary, and court personnel.
5. Plans, coordinates, and implements court emergency evacuation procedures.
6. Assists with security checks for employees, contractors, and vendors.
7. Schedules and coordinate security details with the Ingham County Sheriff's Department and other law enforcement agencies
8. Serve as a chair of the Courthouse Security Committee.
9. Oversees building evacuations and emergency management coordination during emergency or drill situations.
10. Participates in the employment interviews for the court officer position.
11. Orients and trains court officers.
12. Schedules and oversees the work assignments of court officers.
13. Counsels and assists court officers with complex security issues.
14. Recommends security training programs for court officers and other staff.
15. Serves as Terminal Agency Coordinator (TAC) for the Law Enforcement Information Network (LEIN).
16. Attends and participates in court administrative meetings.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to but not limited to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: A minimum of an Associate's Degree in in criminal justice, sociology, psychology or a related field or two years college equivalent in criminal justice, sociology, psychology or a related field is required.

Experience: Five years of experience as a court officer or ten years' experience as a law enforcement officer or closely related capacity is required. Supervisory experience preferred. Knowledge of court security management and emergency procedures.

Other Requirements: Must be able to be deputized and to make arrests. Must have valid Michigan Driver's License. May be required to carry and be trained in the use of Firearms, Electromuscular Disruption Device (Taser) and Chemical Irritant spray.

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Physical Requirements:

- Sitting, walking, standing, bending over and lifting/holding/carrying objects found in an office environment.
- Ability to lift, hold and carry objects weighing up to 25 pounds.
- Ability to communicate and respond to co-worker and customer inquiries both in person and over the phone.
- Ability to operate a PC/laptop and to enter & retrieve information from a computer.
- Ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

Working Conditions:

- Work environment varies.
- Regular contact with people charged and/or convicted of criminal offenses.
- Traveling to or spending time tracking delinquent persons.
- Exposure to unusual elements such as smoke, unpleasant odors, loud noises and extreme temperature increases.
- May encounter physical altercations in the course of providing security or making an arrest

UAW K
April 2022

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE REORGANIZATION OF
THE 55th DISTRICT COURT**

WHEREAS, we live in a time where threats against judges and staff and acts of violence in courthouses and courtrooms are occurring throughout the country with greater frequency than ever before; and

WHEREAS, the Ingham County Board of Commissioners is committed to providing a safe workplace for the public and its employees, customers, and contractors; and

WHEREAS, the 55th District Court is committed to enhancing security measures as set forth as a goal in its strategic plan; and

WHEREAS, within the Court's strategic plan, the Court established an objective to work with the County to create a security coordinator position; and

WHEREAS, a court security coordinator position will be responsible for the planning and administration of all court security functions; and

WHEREAS, when the Court moves into the new Ingham County Justice Complex, court operations will be on two floors instead of one floor as in the existing courthouse, which will require significant attention to the implementation and monitoring of new security measures in the new complex; and

WHEREAS, the 55th District Court Courthouse Security Committee, comprised of representatives from the Court and the following offices/agencies: Ingham County Controller's Office, Ingham County Sheriff's Office, Ingham County Facilities, and the Mason Police Department, have recommended that the County create a court security coordinator position within the Court; and

WHEREAS, the reorganization calls for the creation of a court security position and the elimination of a court officer position, thereby not increasing the Court's total staffing number; and

WHEREAS, the Human Resources Department has reviewed the proposed reorganization, analyzed the responsibilities of the positions involved, approved the new job description, and submitted a Memo of Analysis; and

WHEREAS, the UAW union leadership supports this reorganization; and

WHEREAS, the Budget Office has calculated an increased cost of \$25,634, with funding coming from the Court's existing budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the reorganization of the 55th District Court.

BE IT FURTHER RESOLVED, that a Court Officer position is eliminated (position number to be determined).

BE IT FURTHER RESOLVED, that a Court Security Coordinator position (position number to be determined) is created as a UAW TOPS – Grade Level K position (\$54,061.53 - \$64,543.45).

BE IT FURTHER RESOLVED, that the reorganization shall be effective upon passage 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.

Agenda Item 4a

TO: Memo to County Services Committee and Finance Committee

FROM: Patrick E. Lindemann, Ingham County Drain Commissioner

RE: Agreement for the Installation and Relocation of Nilson Drain Beneath Okemos Road; and Installation of Water Quality Control Structure

DATE: June 7, 2022

I am requesting that the Ingham County Board of Commissioners, on behalf of the Ingham County Road Department (ICRD), approve entering into an agreement to replace and relocate the Nilson Drain within Okemos Road and the Okemos Road right-of-way near Mt. Hope Road in Meridian Charter Township (“Agreement”). The Agreement also includes the design and installation of a water quality control structure to meet water quality requirements in connection with the Road Department’s compliance with the County’s National Pollutant Discharge Elimination System (NPDES) general permit for stormwater discharges. The drain relocation was made necessary by the road improvements attendant with the Okemos Road bridge replacement over the Red Cedar River and are at the request of the County Road Department. I am requesting approval of an agreement that is substantially in final form but subject to the ICRD’s legal counsel’s final approval.

This project will be administered by the Michigan Department of Transportation (MDOT) in cooperation with the ICRD. At the conclusion of the project, the Nilson Drain Drainage District will be responsible for the operation and maintenance of the relocated Nilson Drain and water quality control structures.

Thank you for consideration of my request. I will be in attendance at your June 21 and 22, 2022 Committee meetings to answer any questions you might have regarding my request.

It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AGREEMENT FOR THE INSTALLATION AND RELOCATION OF
NILSON DRAIN BENEATH OKEMOS ROAD AND
INSTALLATION OF A WATER QUALITY CONTROL STRUCTURE**

WHEREAS, the County on behalf of the Road Department, has entered into a contract with the Michigan Department of Transportation (MDOT) bearing Contract No. 21-5294 (hereinafter referred to as the “MDOT Contract”) for the concrete reconstruction and drainage along Okemos Road from approximately 100 feet south of Mount Hope Road to 250 feet south of Clinton Street, excluding bridge, and all together necessary related work (the “Road Project”); and

WHEREAS, the Ingham County Drain Commissioner (ICDC) on behalf of the Nilson Drain Drainage District, has jurisdiction over a storm sewer within Okemos Road and the Okemos Road right-of-way located near the road intersection of Mount Hope Road, in Meridian Charter Township; and

WHEREAS, the MDOT and the Road Department are undertaking the reconstruction of Okemos Road and approach to the bridge crossing the Red Cedar River, which will include replacing and relocating the storm sewer within the Okemos Road right-of-way, and further will include the design and installation of a water quality control structure, commonly known as the “Baysaver Barracuda “S6” Stormwater Treatment Unit” (“Baysaver Barracuda System”) to meet water quality requirements in connection with the County’s National Pollutant Discharge Elimination System (NPDES) general permit for stormwater discharges; and

WHEREAS, the County has agreed, pursuant to the MDOT Contract, that the Road Department shall replace, relocate, and pay all costs associated with the Project, which includes the installation of the “Baysaver Barracuda System” as part of the Project in accordance with the plans and specifications prepared by the Road Department’s engineers, Fishbeck, Inc., as amended and approved by the ICDC, and in accordance with Rules of the Ingham County Drain Commissioner, 2005 Edition, as amended.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners on behalf of the Road Department approves entering into an agreement with the Ingham County Drain Commissioner on behalf of the Nilson Drain Drainage District to replace and relocate the Nilson Drain within the Okemos Road and Okemos Road right-of-way near Mt. Hope Road in Meridian Charter Township, which includes the design and installation of a water quality control structure to meet water quality requirements in connection with the County’s NPDES general permit for stormwater discharges.

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

Agenda Item 4b

TO: County Services Committee and Finance Committee

FROM: Patrick E. Lindemann, Ingham County Drain Commissioner

RE: Resolution for American Rescue Plan Funds for Montgomery Drain

DATE: June 14, 2022

This memorandum will serve as a follow up to the Montgomery Drain Drainage District's original request to the Ingham County Board of Commissioners for the allocation of \$3,250,000 of American Rescue Plan (ARP) funds made on March 11, 2022, and the Controller's notification of the reserve of the possibility of a \$1,000,000 grant, as referenced in the addendum of June 7, 2022. Copies of the March 11 memorandum and June 7 addendum are attached and incorporated by reference. Also attached are the resolution approving the \$1,000,000 from the County's ARP funds and the previously submitted ARP assistance request.

The budget history of the Montgomery Drain project is fairly simple. The City of Lansing and Ingham County Board of Commissioners petitioned for the drain project in 2014 and, after public hearing, the petition was found necessary. Being an urban retrofit with numerous other infrastructure and commercial and residential properties involved, the project took approximately four years to design. In November 2018, the drain project's design scope and estimated cost of \$36,500,000 was approved by the Drainage Board. There is approximately \$6,400,000 remaining of the bonded amount, and that amount is insufficient to complete the approved drain project design scope due to increased supply costs and supply chain issues directly related to the COVID-19 pandemic (see the March 11, 2022, memorandum for further details).

The project engineers are still working to determine the exact shortfall in the current, extremely volatile, bidding environment. When a shortfall amount is determined as accurately as possible, it will be presented to the Drainage Board, for deliberation and decision as to how to proceed. I will copy the Board of Commissioners with the meeting materials for that Drainage Board meeting. In the meantime, the Drain Commissioner's office has sought State and Federal COVID-19 related funding; however, those attempts have been less successful than hoped for.

As reflected in the March 11, 2022, memorandum, the original request to the Board of Commissioners was for \$3,250,000. The request has been revised to seek \$1,000,000 based on guidance from the Controller, in the Drainage District's attempt to leave no stone unturned to reduce the unexpectedly increased cost of this drain project. This is exactly the purpose of the American Rescue Plan.

Thank you for your consideration of my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

Addendum to Montgomery American Rescue Plan (ARP) Request

June 7, 2022

ARP Funding Request - \$1 million

The controller has reserved the possibility of a \$1,000,000 grant from County ARP funds for COVID-19 related cost increases. The project's cost increases due to COVID-19 are approximately 33% at this time. If granted, the drain district proposes to use the amount in the following manner:

The funding being requested is to construct two water quality plazas in the median of Michigan Avenue to provide water treatment for the Montgomery Drain along with the final phase of the rain gardens. The plazas consist of two water quality structures that pour out into a stepped waterfall area where the water is oxygenated before flowing into rain gardens in the median of Michigan Avenue, allowing chemical and biological reactions to break down pollutants in the water and prevent anaerobic conditions. It should be noted that 50,000-75,000 pounds of pollution historically is input into the drain on an annual basis.

The rain gardens constructed in Michigan Avenue also provide for the filtering and treatment of stormwater runoff from the adjacent roadways. Installing native plantings in the median will facilitate this treatment process because the native plantings have extended root systems that allow stormwater to infiltrate through the filter media of the rain garden, while also providing biotic uptake by the plants of various heavy metals and pollutants commonly found in runoff from high-traffic areas like Michigan Avenue.

The water is pulled from a large holding pond near the end of the Montgomery Drain and pumped up to several treatment facilities (treatment train) throughout the service area to allow the storm water to cycle through the treatment processes before out-letting into the Red Cedar River. These plazas are part of a treatment train to remove and treat pollutants from a drain that has a history of showing a visible plume of pollution where it outlets into the Red Cedar River. The controls for the plazas have already been constructed as part of different divisions of the project, so the remaining work is limited to building the plazas, rain gardens, and structures.

The work in the Michigan Avenue median currently is anticipated to be \$1,025,000 excluding soft costs. The work is planned for completion in 2022/23 construction seasons. The Michigan Avenue treatment train portion of the project is extremely important to meeting our goals set by the Chapter 20 Drain Board to improve water quality in the Red Cedar River.

The goal of the entire project is to remove 96% of the pollution from entering the Red Cedar River. Scientific research for the project has shown this is a necessary and achievable outcome. Without this project this outflow to the river is the most polluted of all the 200 plus outlets in the Red Cedar River watershed under our jurisdiction.

Thank you for considering the Montgomery Drain grant,

Patrick E. Lindemann, Drain Commissioner

TO: Memo to County Services Committee and Finance Committee

FROM: Patrick E. Lindemann, Ingham County Drain Commissioner

RE: Resolution for American Rescue Plan Funds for Montgomery Drain

DATE: March 11, 2022

On behalf of the communities served by the Montgomery Drain, I request that the Ingham County Board of Commissioners approve the allocation of \$3,250,000 of American Rescue Plan (ARP) funds to the Montgomery Drain Drainage District (the “Drainage District”) for the purposes of maintenance and improvement of the Montgomery Drain (the “Drain”), located in the City of Lansing, the City of East Lansing, and Lansing Charter Township.

On June 3, 2014, the City of Lansing and Ingham County petitioned for the maintenance and improvement of the Drain to address long-standing public health, pollution, and flooding problems. Those ongoing problems date back to at least the mid-1990s.

On July 15, 2014, the petition was found necessary by the Drainage Board (comprised of two County Commissioners and the Drain Commissioner) and a multi-year project is underway to repair failing infrastructure, add, and relocate branches for better storm water control, add storage capacity to the Drain, and install devices to purify the flow of the Drain as it outlets into the Red Cedar River. The Drain is located immediately east of US-127 and along the Grand River/Saginaw junction, in the busy hub for Lansing and East Lansing.

Minor construction began in 2019, with the more significant divisions commenced after obtaining the County’s full faith and credit in 2020. Much of the Red Cedar and Ranney Park ponds, Force Main, Pump Station, and Low Impact Design sections of the treatment train¹ are underway. There are still several significant areas of storm sewer repair and replacement, water quality structures, and low impact design yet to be completed.

The previously approved cost of this capital improvement was \$36,500,000. COVID-19 upset the bidding process in many ways, most notably by causing the project cost to escalate substantially. This has resulted in a considerable funding gap to fill to conclude the project at its intended level of service. We have continually made project adjustments to reduce costs but need more funding. We are pursuing several funding mechanisms besides County ARP Funds and intend to exhaust all available options before taking action to increase assessments to the municipalities and the County, recognizing that increased assessments ultimately would fall on the property owners and community residents.

Thank you for your consideration of my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

¹ The Montgomery Drain Project involves making improvements to the Drain infrastructure, adding storage capacity, and placing water quality features at key locations. The construction of ponds and storage increases the capacity of the system. This additional storage is part of an overall “treatment train” of media filters, engineered biofiltration, and constructed wetlands to improve water quality.

INGHAM COUNTY MICHIGAN ARPA ASSISTANCE REQUEST

ORGANIZATION INFORMATION

Organization: Montgomery Drain Drainage District
Location: Ingham County
Primary Contact: Patrick E. Lindemann, Ingham County Drain Commissioner
707 Buhl Street, PO Box 220
Mason, MI 48854
(517) 676-8395 Phone
Signatory Contact: Paul Pratt, Ingham County Deputy Drain Commissioner
If any contact information has changed, email us at ppratt@ingham.org

NARRATIVE

Project Title: Montgomery Drain Project
Amount Requested: \$3,250,000
Project Start Date: March, 2022
Project End Date: Fall 2022

1. Executive Summary

Provide a high-level overview of the jurisdiction's proposed use of funding including, but not limited to: the jurisdiction's plan for use of funds to promote a response to the pandemic and economic recovery, with key outcome goals.

In Michigan, county drains are critical infrastructure supporting billions of dollars worth of commercial and residential property values. The Montgomery Drain Service Area alone supports approximately \$154,639,600 of taxable value, generating over \$1,043,493 annual revenue for the General Fund.

In recent years, increased precipitation throughout Michigan has resulted in regional flooding impacting low lying properties and roads. As Ingham County Drain Commissioner, in the past three to five years, my office has received an unprecedented number of petitions requesting improvements to stormwater infrastructure for drains to address and relieve severe flooding, erosion, water quality, and other stormwater related problems throughout Ingham County. One of the adversely impacted areas has been within the Montgomery Drain Drainage District (“Drainage District”).

The Montgomery Drain, originally constructed in 1906 and modified numerous times since, has been overwhelmed by intensive development, and its infrastructure is beyond its useful life. This has resulted in water quality issues particularly significant due to the Drain’s outlet being the Red Cedar River, one of the “waters of the state.”

The City of Lansing and Ingham County petitioned for a maintenance and improvement project of the Montgomery Drain (the “Drain Project”), and the Drainage Board – comprised of two County Commissioners and the Drain Commissioner – found the Drain Project necessary for the public health of citizens of the City of Lansing, the City of East Lansing, and Lansing Charter Township. Payment for this Drain Project is collected through assessments to the City of Lansing, City of East Lansing, Lansing Charter Township, MDOT, and Ingham County.

The Drain Project involves the reconstruction and addition of critical stormwater infrastructure to restore drainage, address pollution, and reduce the incidence of flooding. The Drain Project also provides other related public health and economic benefits to the community as a whole.

The complex Drain Project was designed and set up for numerous construction divisions to attract bidders and achieve cost savings. The divisions let for bid during the pandemic resulted in much higher bids than were anticipated due to labor shortages and supply chain issues, to the point where the total of all bids exceeded what could be absorbed by the Drain Project's approved budget of \$36,534,273.62. The Drainage District requires additional funds to achieve the Drain Project's intended outcome. The Drain is critical infrastructure that needs to be improved to adequately protect and serve residents and businesses, all of which have been adversely affected by COVID-19, including the Frandor area commercial district; residences in the City of Lansing, the City of East Lansing, and Lansing Charter Township; and also city, county and state roads, all located in the Montgomery Drain Service Area.

The American Rescue Plan Act ("ARPA") funding would directly offset the cost overages of the Montgomery Drain Project that are to be borne by the public corporations who are assessed for the cost of the Project. Use of these funds for this Drain Project is specifically authorized by Section 603(c)(1)(D) of ARPA.

Receipt of the requested ARPA funds would reduce, but not eliminate, the need for additional funding. We are also seeking additional funding from federal, state, and local sources; and we will only levy an additional assessment to the public corporations as a last resort.

To assist with the consideration of this request, this Drain Project is authorized under the following sections of ARPA rules "Appendix 1: Expenditure Categories" attached hereto:

- 1.12 Other Public Health Services
- 2.13 Other Economic Support
- 2.2 Household Assistance: Rent, Mortgage, and Utility Aid
- 5.4 Clean Water: Combined Sewer Overflows
- 5.5 Clean Water: Other Sewer Infrastructure
- 5.6 Clean Water: Stormwater
- 5.8 Clean Water: Water Conservation
- 5.9 Clean Water: Non-point source

2. Purpose of Grant

Describe in further detail your jurisdiction's intended uses of the funds, such as how your jurisdiction's approach would help support a strong and equitable recovery from the COVID-19 pandemic and economic downturn. Describe any strategies employed to maximize programmatic impact and effective, efficient, and equitable outcomes. Given the broad eligible uses of funds and the specific needs of the jurisdiction, please also explain how the funds would support the communities, populations, or individuals in your jurisdiction. Your description should address how you are promoting each of the following, to the extent they apply:

- a. Public Health (EC 1): As relevant, describe how funds are being used to respond to COVID-19 and the broader health impacts of COVID-19 and the COVID-19 public health emergency.
- b. Negative Economic Impacts (EC 2): As relevant, describe how funds are being used to respond to negative economic impacts of the COVID-19 public health emergency, including to households and small businesses.
- c. Services to Disproportionately Impacted Communities (EC 3): As relevant, describe how funds are being used to provide services to communities disproportionately impacted by the COVID-19 public health emergency.

- d. Premium Pay (EC 4): As relevant, describe the approach, goals, and sectors or occupations served in any premium pay program. Describe how your approach prioritizes low-income workers.
- e. Water, sewer, and broadband infrastructure (EC 5): Describe the approach, goals, and types of projects being pursued, if pursuing.
- f. Revenue Replacement (EC 6): Describe the loss in revenue due to the COVID-19 public health emergency and how funds have been used to provide government services.

The intended use of the ARPA funds falls into categories of Public Health (EC-1), Negative Economic Impacts (EC-2), and Water, sewer, and broadband infrastructure (EC-5).

(EC-1): This Drain Project was determined necessary for public health and will address long-standing public health, pollution, and flooding problems. It is rebuilding a 100-year-old urban storm drain where 80% of the current land cover is impervious - meaning that is developed with pavement, concrete, rooftops, etc. - all of which lead to the direct runoff of stormwater into the Montgomery Drain that ultimately discharges into the Red Cedar River. This direct runoff causes an increase in nonpoint source pollution and introduces metals, salts, hydrocarbons, solids, bacteria, nutrients, and other contaminants into the River. Independent studies have shown that contamination of the stormwater within the Montgomery Drain exceeds mandated state and federal water quality criteria. The high level of contamination is a major contributor to the impairment of the Red Cedar River. Using creative storm drain infrastructure, 50,000 to 75,000 pounds of pollution that currently flows from the Montgomery Drain into the Red Cedar River annually will be eliminated by the Drain Project.

(EC-2): The ARPA funds will be used to directly offset the costs of the Montgomery Drain Project for the municipal corporations, which are then passed on to their landowner constituents. This will assist those who have already suffered negative economic impacts from the COVID-19 crisis and flooding.

The Drain Project also will provide a positive economic impact by protecting property values and encouraging commerce. Upon completion, the Drain Project will provide additional general economic benefits to the area by reducing the incidence of flooding, insuring access for residents and emergency vehicles, and enhancing public spaces.

(EC-5): The investment in this critical stormwater infrastructure project will provide long-term, continued stormwater service for the businesses and residences, as well as the public roads and parks, within the Drainage District's Service Area.

KEY CITATIONS FROM THE COMPLIANCE & REPORTING GUIDANCE FOR STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF) UNDER THE AMERICAN RESCUE PLAN ACT (ARPA) FINAL RULE THAT REFERENCE THIS PROJECT

“Provision of drinking water and removal, management, and treatment of wastewater and stormwater are the typical responsibilities of “water and sewer” authorities throughout the country, and there is a tremendous need for improvements to the ability of state, local, and Tribal governments to provide such services, including to address the consequences of deferred maintenance and additional resiliency needed to adapt to changes to the climate.

“Although the meaning of water and sewer infrastructure for purposes of sections 602(c)(1)(D) and 603(c)(1)(D) of the Social Security Act does not include all water-related uses, Treasury has made clear in this final rule that investments to infrastructure include a wide variety of projects. Treasury

interprets the word “infrastructure” in this context broadly to mean the underlying framework or system for achieving the given public purpose, whether it be provision of drinking water or management of wastewater or stormwater [see fn 307, below]. As discussed below, this can include not just storm drains and culverts for the management of stormwater, for example, but also bioretention basins and rain barrels implemented across a watershed, including on both public and private property, that together reduce the amount of runoff that needs to be managed by traditional infrastructure.

“Further, Treasury understands that investments in infrastructure include improvements that increase the capacity of existing infrastructure and extend the useful life of existing infrastructure. Accordingly, water and sewer infrastructure investment projects include those that conserve water, thereby reducing pressure on infrastructure for the provision of drinking water, and that recycle wastewater and stormwater, thereby reducing pressure on the infrastructure for treating and managing wastewater and stormwater. As with other infrastructure projects and capital expenditure projects that are permitted as responses to the public health emergency and its negative economic impacts, costs for planning and design and associated pre-project costs are eligible uses of SLFRF funds.”

fn 307 See, e.g., section 502 of the Federal Water Pollution Control Act (33 U.S.C. 1362), defining “green infrastructure” as “the range of measures that use plant or soil systems, permeable pavement or other permeable surfaces or substrates, stormwater harvest and reuse, or landscaping to store, infiltrate, or evapotranspire stormwater and reduce flows to sewer systems or to surface waters.”

(DEPARTMENT OF THE TREASURY PUBLICATION [31 CFR Part 35 RIN 1505-AC77] Coronavirus State and Local Fiscal Recovery Funds Final Rule Pages 281-282)

“Stormwater Infrastructure

“The CWSRF includes a broad range of stormwater infrastructure projects, and as such these projects were eligible under the interim final rule and continue to be eligible under the final rule. These projects include gray infrastructure projects, such as traditional pipe, storage, and treatment systems. Projects that manage, reduce, treat, or recapture stormwater or subsurface drainage water are also eligible, including real-time control systems for combined sewer overflow management, and sediment control. Culvert infrastructure projects are eligible under the CWSRF if they 1) implement a nonpoint source management plan, 2) implement National Estuary Program Comprehensive Conservation and Management Plan, or 3) implement a stormwater management plan with the goal of providing a water quality benefit.

“Stormwater projects under the CWSRF also encompass a number of eligible green infrastructure categories, such as green roofs, green streets, and green walls, rainwater harvesting collection, storage, management, and distribution systems, real-time control systems for harvested rainwater, infiltration basins, constructed wetlands, including surface flow and subsurface flow (e.g., gravel) wetlands, bioretention/bioswales (e.g., bioretention basins, tree boxes), permeable pavement, wetland, riparian, or shoreline creation, protection, and restoration, establishment or restoration of urban tree canopy, and replacement of gray infrastructure with green infrastructure including purchase and demolition costs.

“In addition to the eligible uses under the CWSRF, Treasury is expanding the eligible uses under the final rule to include stormwater system infrastructure projects regardless of whether there is an expected water quality benefit from the project. Treasury anticipates that this eligible use will allow

recipients to manage increased volumes of stormwater as a result of changes to the climate. For example, the final rule now permits the use of SLFRF funds for the repair, replacement, or removal of culverts or other road-stream crossing infrastructure to the extent the purpose of the project is to manage stormwater. In addition, Treasury understands that the repair, replacement, or removal of culverts may necessitate the repair or upgrade of roads. As noted in guidance issued after the interim final rule, recipients may use SLFRF funds for road repairs and upgrades that interact directly with an eligible stormwater infrastructure project. All stormwater infrastructure projects undertaken should incorporate updated design features and current best practices.”

*(DEPARTMENT OF THE TREASURY PUBLICATION [31 CFR Part 35 RIN 1505-AC77]
Coronavirus State and Local Fiscal Recovery Funds Final Rule Pages 281-282)*

3. Community Engagement

Please describe how your jurisdiction's proposed use of funds incorporates written, oral, and other forms of input that capture diverse feedback from constituents, community-based organizations, and the communities themselves. Where relevant, this description must include how funds will build the capacity of community organizations to serve people with significant barriers to services, including people of color, people with low incomes, limited English proficient populations, and other traditionally underserved groups.

During the course of Drain Project planning, numerous public meetings and private conferences were held to update those impacted community members and municipal officials about the Montgomery Drain, the scope of the Drain Project, and the short- and long-term economic impacts of the Drain Project. These outreach programs were of particular benefit to those concerned about future assessments.

Particular attention was made to accessibility issues, including consultation and agreement with the Capital Area Transit Authority (CATA) to address public transit access. We have directly coordinated with the City of Lansing Parks Department for the infrastructure installed within the City's two public parks, Ranney Park and Red Cedar Park to enhance public access to the park facilities. We also believe, as stated above, that this Project encourages commerce and economic growth.

4. Labor Practices

Describe workforce practices on any infrastructure projects being pursued (EC 5). How are projects using strong labor standards to promote effective and efficient delivery of high-quality infrastructure projects while also supporting the economic recovery through strong employment opportunities for workers? For example, report whether any of the following practices are being utilized: project labor agreements, community benefits agreements, prevailing wage requirements, and local hiring.

Michigan law requires open bidding for this Drain Project. In addition, the Ingham County Drain Commissioner requires that the work be done as a Prevailing Wage project, consistent with Ingham County policy.

5. Use of Evidence

Briefly describe the goals of the project, and the evidence base for the interventions to be funded. Recipients must specifically identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), and Water, sewer, and broadband infrastructure (EC 5) Expenditure Categories.²¹

²¹ Of note, recipients are only required to report the amount of the total funds that are allocated to evidence-based interventions in the areas of Public Health, Negative Economic Impacts, and Services to Disproportionately Impacted Communities that are marked by an asterisk in Appendix 1: Expenditure Categories.

The total Drain Project cost has substantially exceeded its approved amount of \$36,534,273.62. It is paid for through special assessments. The goals of the Drain Project, as provided above, are to address public health, pollution, and flooding problems. The evidence-based interventions are the Drain Project itself and similar projects that have relieved pollution and flooding and improved the living environment throughout the State of Michigan.

6. Table of Expenses by Expenditure Category

Please include a table listing the amount of funds to be used in each Expenditure Category (see Appendix 1).

The requested amount of \$3,250,000 will be used to offset a portion of the total project cost and is not assigned to any single expenditure category, but specifically is related to EC 1.12, EC 2.2, EC 2.13, EC 5.5, EC 5.6, EC 5.8, AND EC 5.9.

Attached are the following documents for the Project:

- Appendix 1: Expenditure Categories
- Appendix 2: Evidence Based Intervention Additional Information
- Appendix 3: Photographs and Relevant Drain Project Information

Appendix 1: Expenditure Categories

The Expenditure Categories (EC) listed below must be used to categorize each project as noted in Part 2 above. The term “Expenditure Category” refers to the detailed level (e.g., 1.1 COVID-10 Vaccination). When referred to at the summary level (e.g., EC 1) it includes all Expenditure Categories within that summary level.

1: Public Health	
	Vaccination A
1.2	COVID-19 Testing A
1.3	COVID-19 Contact Tracing
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*
1.5	Personal Protective Equipment
1.6	Medical Expenses (including Alternative Care Facilities)
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19
1.10	Mental Health Services*
1.11	Substance Use Services*
1.12	Other Public Health Services
2: Negative Economic Impacts	
	Programs* A
2.2	Household Assistance: Rent, Mortgage, and Utility Aid* A
2.3	Household Assistance: Cash Transfers* A
2.4	Household Assistance: Internet Access Programs* A
2.5	Household Assistance: Eviction Prevention* A
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers*
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* A
2.8	Contributions to UI Trust Funds
2.9	Small Business Economic Assistance (General)* A
2.10	Aid to Nonprofit Organizations*
2.11	Aid to Tourism, Travel, or Hospitality
2.12	Aid to Other Impacted Industries
2.13	Other Economic Support* A
2.14	Rehiring Public Sector Staff
3: Services to Disproportionately Impacted Communities	
3.2	Education Assistance: Aid to High-Poverty Districts A
3.3	Education Assistance: Academic Services* A
3.4	Education Assistance: Social, Emotional, and Mental Health Services* A

3.5	Education Assistance: Other* A
3.6	Healthy Childhood Environments: Child Care* A
3.7	Healthy Childhood Environments: Home Visiting* A
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*
3.9	Healthy Childhood Environments: Other* A
3.10	Housing Support: Affordable Housing* A
3.11	Housing Support: Services for Unhoused Persons* A
3.12	Housing Support: Other Housing Assistance* A
3.13	Social Determinants of Health: Other* A
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators* A
3.15	Social Determinants of Health: Lead Remediation A
3.16	Social Determinants of Health: Community Violence Interventions* A
4: Premium Pay	
Employees	
4.2	Private Sector: Grants to Other Employers
5: Infrastructure^{2/}	
Centralized Wastewater Treatment	
5.2	Clean Water: Centralized Wastewater Collection and Conveyance
5.3	Clean Water: Decentralized Wastewater
5.4	Clean Water: Combined Sewer Overflows
5.5	Clean Water: Other Sewer Infrastructure
5.6	Clean Water: Stormwater
5.7	Clean Water: Energy Conservation
5.8	Clean Water: Water Conservation
5.9	Clean Water: Nonpoint Source
5.10	Drinking water: Treatment
5.11	Drinking water: Transmission & Distribution
5.12	Drinking water: Transmission & Distribution: Lead Remediation
5.13	Drinking water: Source
5.14	Drinking water: Storage
5.15	Drinking water: Other water infrastructure
5.16	Broadband: "Last Mile" projects
5.17	Broadband: Other projects
6: Revenue Replacement	
Services	
7: Administrative	
Expenses	
7.2	Evaluation and Data Analysis
7.3	Transfers to Other Units of Government
7.4	Transfers to Non-entitlement Units (States and territories only)

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions (see Use of Evidence section above for details)

A Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities (see Project Demographic Distribution section above for details)

²⁷ Definitions for water and sewer Expenditure Categories can be found in the EPA's handbooks. For "clean water" expenditure category definitions, please see: <https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>. For "drinking water" expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-state-revolving-fund-national-information-management-system-repo>

Appendix 2: Evidenced-Based Intervention Additional Information

What is evidence-based?

For the purposes of the SLFRF, evidence-based refers to interventions with strong or moderate evidence as defined below:

Strong evidence means the evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes.

Moderate evidence means that there is a reasonably developed evidence base that can support causal conclusions. The evidence base consists of one or more quasi-experimental studies with positive findings on one or more intended outcomes OR two or more non-experimental studies with positive findings on one or more intended outcomes. Examples of research that meet the standards include: well-designed and well-implemented quasi-experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e., a similar population that does not receive the intervention).

Preliminary evidence means that the evidence base can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one non-experimental study. A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: (1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and (2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

Appendix 3: Photographs and Relevant Drain Project Information

The Montgomery Drain is a county drain located in Ingham County and governed under Chapter 20 of the Michigan Drain Code, Public Act 40 of 1956, as amended. The Drain serves areas within the City of Lansing, the City of East Lansing, and Lansing Charter Township (“Service Area”). The Drain is under the jurisdiction of the Drainage Board, consisting of the Drain Commissioner and two members of the Ingham County Board of Commissioners.

The Drain was constructed in 1906. Over the ensuing decades, the lands served by the Drain have been converted from primarily agricultural and open space to a more intense mix of commercial and residential use. The Drain was extended when Frandor Shopping Center opened in 1954. In the mid-1960s to early-1970s, major road development and improvement projects occurred in this area, including the construction of US-127 and the expansion of Saginaw Street and Grand River Avenue. The Drain was further extended in 1978 due to additional development.



Figure 1. 1938 aerial image (left); 2015 aerial image (right)

Since the mid-1990s, there have been ongoing problems with flooding and contamination which have been reported to and investigated by the Drain Commissioner.

Within the existing Montgomery Drain Drainage District Service Area, 80% of the current land cover is impervious—meaning covered with pavement, concrete, rooftops, etc.—which leads to the direct runoff of stormwater into the Montgomery Drain. This direct runoff causes an increase in nonpoint source pollution and introduces metals, salts, hydrocarbons, solids, bacteria, nutrients, and other contaminants into the stormwater, which ultimately discharges into the Red Cedar River through the Montgomery Drain. Independent studies show that contamination exceeds mandated state and federal water quality criteria. The high level of contamination is a major contributor to the impairment of the Red Cedar River.

The Project’s targeted low impact design maximizes the use of existing infrastructure within the system while adding storage capacity where needed. A water quality “treatment train” will also be constructed, consisting of various facilities including media filters, engineered biofiltration, and wetland treatment systems to significantly reduce the estimated 50,000-75,000 pounds of pollutants conveyed through Montgomery Drain into the Red Cedar River on a yearly basis.



Figure 2: CB Insert Maintenance in District



Figure 3: Oil Sheen in Parking Lot within the Drainage District



Figure 4: Pollutants in Snowpile within the Drainage District



Figure 5: Montgomery Drain Outlet to Red Cedar River



Figure 6: Flooding in Drainage District

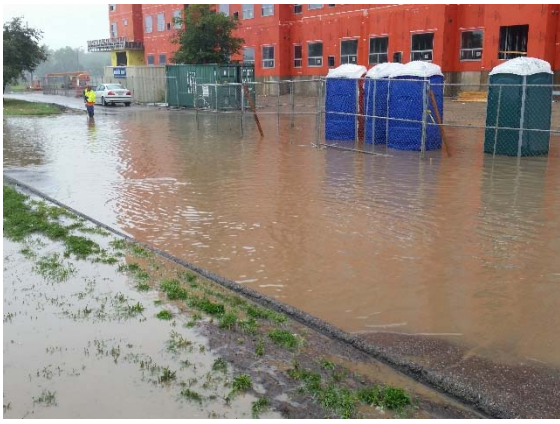


Figure 7: Flooding in Drainage District



Figure 8: Flooding in Drainage District



Figure 9: Flooding in Drainage District

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ALLOCATE \$1,000,000 IN AMERICAN RESCUE PLAN FUNDS TO THE MONTGOMERY DRAIN MAINTENANCE AND IMPROVEMENT PROJECT

WHEREAS, on June 3, 2014, a petition was submitted by the City of Lansing and Ingham County to address public health, pollution, and flooding problems; and

WHEREAS, the Montgomery Drain Drainage Board found the Drain Project necessary for public health on July 15, 2014; and

WHEREAS, the Montgomery Drain, originally established in 1906, serves the largely commercial area near the City of Lansing's eastern edge where US-127 intersects with major thoroughfares of Grand River Avenue, Saginaw Highway, Michigan Avenue, and Kalamazoo Street; and

WHEREAS, the Drain Project's targeted low impact design maximizes the use of existing infrastructure within the system while adding storage capacity where needed, providing a water quality "treatment train" consisting of various facilities to significantly reduce the estimated 50,000-75,000 pounds of pollutants conveyed through the Montgomery Drain into the Red Cedar River on a yearly basis; and

WHEREAS, the construction of the Drain Project includes repair, replacement, and improvement of existing critical infrastructure serving residents and businesses adversely affected by COVID-19; and

WHEREAS, construction of the Drain Project is in progress, and involves ongoing bidding of over 13 separate construction divisions, with the bidding environment being extremely volatile due to labor and supply chain issues directly impacted by the COVID-19 pandemic; and

WHEREAS, the relief being sought herein relates specifically to urgent stormwater infrastructure in the Frandora Hills subdivision that must be addressed this year in conjunction with work performed for the City of Lansing in the same locations in order to repair failed storm sewers, sanitary sewers, and roads; and

WHEREAS, the relief being sought also relates to critical stormwater relief connections for the City of East Lansing required to reduce combined sewage flooding of public and private lands; and

WHEREAS, on March 11, 2021, the H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became a law; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

WHEREAS, Section 603(c)(1)(D) of the American Rescue Plan provides that an eligible use of funds includes investments in water, sewer, or broadband infrastructure, for which the Montgomery Drain Project qualifies; and

WHEREAS, the national labor and material shortages and resulting cost increases have negatively affected the Montgomery Drain and the Drainage Board's ability to cost effectively complete the maintenance and improvement of the Drain Project determined necessary for the protection of the public health of the City of Lansing, the City of East Lansing, and Lansing Charter Township.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding from Ingham County's allocation from the American Rescue Plan in an amount not to exceed \$1,000,000 to assist in the completion of the maintenance and improvement of the Montgomery Drain necessary for the protection of the public health of the City of Lansing, the City of East Lansing, and Lansing Charter Township.

Agenda Item 5

TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: June 9, 2022
SUBJECT: Network connection for visiting Judge facility
For the Agendas of June 21st, June 22nd, and June 28th, 2022

BACKGROUND

The visiting Judge's facility at 426 South Walnut, Lansing is expected to be in operation sometime in the summer of 2022. This new facility will need to be able to connect to the County network to operate effectively. To ensure a cost-effective, reliable, and secure connection, Innovation and Technology is proposing a cable internet connection.

ALTERNATIVES

Comcast's pricing is based on the competitively bid MiDeal contract (#071B2200126). Given Comcast's presence in the existing building and the short time before the facility go-live date, other vendors were not considered.

FINANCIAL IMPACT

Funds for this project will be paid out of the CESF MSP grant (101 13004 726010).

STRATEGIC PLANNING IMPACT

This authorization supports Goal B – Communication: Improve service by enhancing the quality of external and internal communication as well as Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to enter into an agreement with Comcast for the installation of a cable internet connection and three years of service in the amount not to exceed a total of \$8,500 over the three-year period.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF A CABLE INTERNET CONNECTION
FROM COMCAST**

WHEREAS, Ingham County currently utilizes cable internet data connection solutions successfully at various locations; and

WHEREAS, there is a need for reliable, cost-effective, and secure data network connectivity from the new visiting Judge's facility back to the County's network; and

WHEREAS, a cable internet solution has been determined to meet all data connectivity needs while providing the best price for performance over a short term.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize the purchase of a cable internet connection from Comcast over three years in an amount not to exceed \$8,500.

BE IT FURTHER RESOLVED, that the recurring monthly fees will be paid from the CESF MSP grant (#101 13004 726010).

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 6

TO: County Service and Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: June 7, 2022
SUBJECT: Modulating Heat Valve at Animal Control

This memo is to inform you of an emergency purchase order that was made prior to receiving approval from the County Services and Finance Committees.

The modulating heat valve in roof top unit (RTU) #4 has failed and needs to be replaced. This valve regulates the heat and cooling function. The failure of this valve has caused the roof top unit to completely shut down not supplying any heat or cooling to the area RTU #4 services.

Due the importance of maintaining comfortable temperatures, an emergency purchase order was issued to Trane, for a total cost of \$2,693 which includes the part, installation, and testing the operation of the new valve.

Funds for this purchase are available in Line Item 101-23303-931000-233AC.

Both the Controller and Purchasing Director approved this purchase.

Respectfully,

Rick Terrill
Facilities Director

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 24, 2022

SUBJECT: Proposed Resolution to Authorize an Agreement with Leslie Township for the 2022 Local Road Program

For the meeting agendas of June 21, 22 and 28

BACKGROUND

As provided in Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by sources other than the Road Department, such as the township, millage, or special assessment district. Only Lansing and Meridian Townships have a millage for road improvements.

Each year, a portion of the Road Department’s budget is allocated toward the shared 50% match with each township for road work occurring on local roads within their boundaries. The annual allocation of funding from the Road Department to each of the 16 townships is called the “Local Road Program” and is based on the local road miles and population within each township. The Road Department coordinates with each township to determine the priority of road projects included in the annual program. Project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township.

Most of the projects included in the Local Road Program can be performed by the Road Department. As the Road Department only charges for materials and vendor expenses, this further increases the value of the Local Road Program funding. However, certain projects require a higher level of service than what the Road Department is able to provide, necessitating the use of outside contractors.

Leslie Township has coordinated with the Road Department to schedule work for the 2022 construction season. The attached table provides details regarding the 2022 funding allocation available from the Road Department, the project scope, the estimated project cost, the funding responsibility for the township, and the funding responsibility of the Road Department.

Other discussions are in progress with the remaining two Townships, so another resolution will be requested in the future as priorities and budgets are determined.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The Road Department match contribution for the Local Road Program in the amount of \$47,484.87 for Leslie Township is included in the adopted 2022 Road Fund Budget. The work listed in the attached table is proposed to be done by the Road Department. Any project costs exceeding the capped match amounts from the Road Department will be the township's financial responsibility.

OTHER CONSIDERATIONS

This is the fourth group of Township Local Road Program agreements. Others will be forthcoming as townships continue discussions with the Road Department.

RECOMMENDATION

Based on the information provided, the Road Department respectfully requests the following resolution be approved to authorize a Local Road Program Agreement with Leslie Township.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LESLIE TOWNSHIP
FOR THE 2022 LOCAL ROAD PROGRAM**

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by sources other than the Road Department, such as by township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Leslie Township has coordinated with the Road Department to schedule work for the 2022 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2022 construction season; and

WHEREAS, the Road Department shall provide labor without charge on the projects performed by Road Department staff, and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township; and

WHEREAS, the Road Department's capped match contribution in the total amount of \$47,484.87 for Leslie Township is included in the adopted 2022 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Leslie Township for the 2022 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the township project up to the capped allocation amount as shown in the attached table.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Leslie Township for their portion of the project cost at the conclusion of the construction season.

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

2022 Local Road Program (LRP)

Township	Match Balance Thru 2021	2022 ICRD Match Allocation	Total 2022 Match Available	Proposed 2022 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Leslie	\$11,484.87	\$36,000.00	\$47,484.87	Asphalt wedging and overlay of Olds Road (State Rd to the east for approximately 6400ft)	\$105,484.87	\$58,000.00	\$47,484.87

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: June 7, 2022

SUBJECT: Proposed Resolution to Update the Ingham County Road Department Permit Fee Structure
For the meeting agendas of June 21, 22 and 28

BACKGROUND

The Ingham County Road Department (ICRD) permit fee structure needs to be revised to accommodate fees mandated by MCL 460.1301, et seq. for small cell permits and MCL 224.19b for telecommunication providers, as well to accommodate increased costs of materials and labor.

While the fees for small cell permits and telecommunication providers are prescribed by statute, they should also be included on the road agency's fee schedule for ease of reference.

Per MCL 224.19b, fees shall be sufficient to cover only the necessary and actual costs applied in a reasonable manner for issuing the permit and for review of the proposed activity, inspection and related expenses. As a result, it was determined most fees were to remain the same, but one significant area was found to be significantly deficient, which was related to the cost of the ICRD to perform residential driveway culvert installations due to increased material and labor costs. Even with the increased costs, the ICRD crews can still install culverts at a cost savings to residents when compared to using a contractor.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The proposed increased driveway permit fees will cover actual costs for the ICRD to review permit applications, issue permits, and install culverts. Currently the ICRD is performing this work at a deficit, impacting the overall Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, the Road Department respectfully requests the following resolution be approved to update the permit fee structure, effective July 1, 2022.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO UPDATE THE INGHAM COUNTY ROAD DEPARTMENT
PERMIT FEE STRUCTURE**

WHEREAS, the Ingham County Road Department permit fee structure needs to be updated to include provisions for small cell and telecommunication providers as described in MCL 460.1301, et seq. and MCL 224.19b; and

WHEREAS, per MCL 224.19b, permit fees shall be determined based on the necessary and actual costs for a road agency to issue permits and for review of the proposed activity, inspection, and related expenses; and

WHEREAS, the Road Department determined the driveway permit and culvert installation fees were significantly deficient due to increase labor and material costs; and

WHEREAS, the Road Department proposed an updated permit fee structure based on MCL 460.1301, et seq., MCL 224.19b and actual labor and material costs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Road Department to update the permit fee structure as proposed, with an effective date of July 1, 2022.

**INGHAM COUNTY ROAD DEPARTMENT
PERMIT FEE SCHEDULE
Effective July 1, 2022**

Permit Type	Permit Fee
ROADS AND RIGHT-OF-WAY:	
Modifications or Installations within the Road Right-of-way	\$150
Lane or Shoulder Closure within the Road Right-of-way	\$150
Tree Removal or Trimming within the Road Right-of-way (Separate Permit for Lane Closure is Required if Necessary)	N/C
Landscaping in the Road Right-of-way	\$50
Land Divisions	\$150 plus \$25 /split
Seismic Testing	\$300
DRIVEWAY PERMITS:	
Resurfacing or Replacement of Residential or Field Drive (No Culvert Replacement Required, Includes Lane Closure Permit)	\$250
Commercial Driveways (Includes Lane Closure Permit)	\$350 each
Residential or Field Drive Culvert Installation (12'x 24' Culvert w/ 8 yds of Gravel) (Includes Culvert, Gravel, Installation Labor, and Equipment)	\$1100
Residential or Field Drive Culvert Installation (12'x 36' Culvert w/ 16 yds of Gravel) (Includes Culvert, Gravel, Installation Labor, and Equipment)	\$1450
Residential or Field Drive Culvert Installation (12'x 48' Culvert w/ 16 yds of Gravel) (Includes Culvert, Gravel, Installation Labor, and Equipment)	\$1600
Residential or Field Drive Culvert Installation Greater than 12" Diameter (Diameter and Length to be Determined by Road Department)	Determined During Review
UTILITY PERMITS (EXCLUDING COMMUNICATION SERVICE & WIRELESS PROVIDERS):	
Overhead Installations	\$150
Underground Installations (No Road Crossings)	\$150
Underground Installations with Open Cut Road Crossings (Bond Required)	\$150 plus \$250 /cut
Underground Installations with Bored Road Crossings (Bond Required)	\$150 plus \$150 /bore
Annual Maintenance - Municipal	N/C
Annual Maintenance – Utility (Separate Permit for Lane or Shoulder Closure is Required if Necessary)	\$220

**INGHAM COUNTY ROAD DEPARTMENT
PERMIT FEE SCHEDULE
Effective July 1, 2022**

Permit Type	Permit Fee
COMMUNICATION SERVICE & WIRELESS PROVIDER PERMITS:	
Communication Service Provider Right-of-Way Permit (Bond Required)	\$600 Each, Not to Exceed \$2000 Per Project*
Communication Service Provider Annual Routine Work	\$600
Communication Service Provider Construction Inspection	Actual Costs
Wireless Provider Small Cell Installation (Without Pole Attachment)	\$200
Wireless Provider Small Cell Installation (With Pole Attachment)	\$300
Wireless Provider Construction Inspection	Actual Costs
Wireless Provider Annual Colocation Rates	\$20/per existing utility pole or structure \$125/per newly installed pole or structure \$30/per Road Department pole In compliance with MCL 460.1301, et seq.
TRANSPORTATION PERMITS: (Plus applicable fees from the Oxcart Permit System)	
Annual Cab Card for Oversize or Overweight Vehicles	\$100
Single Moves	\$50
Haul Routes - Farm & Milk Haulers (During Spring Weight Restrictions)	\$50 single \$150 multi
Public Utilities - (During Spring Weight Restrictions)	\$100 single
Haul Routes - All Others	\$500
House and Small Structure Moves	\$50 single
Road Closures for Parades, Block Parties, Marathons, etc.	N/C
Road Closures for Construction	\$150
Overhead Banners	N/C
MISCELLANEOUS:	
Appeal Fee for Waivers or Variances	\$300
Working Without a Permit	2x Original Permit Fee or up to \$5000 Civil Fine
Engineering Plan Review Fee	\$500 Per Submittal
Subdivision Construction Inspection & Administrative Fee	3% of Engineer's Estimate
Permit Resubmittals or Revisions	Original Permit Fee

* Project defined as a series of roads within one subdivision, or a continuous segment along one primary or local non-subdivision road to be completed within the same year.

Agenda Item 8

TO: County Services Committee
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: June 07, 2022
SUBJECT: Penguin Exhibit Electrical Panel Replacement

This memo is to inform you of an emergency purchase order that was made prior to receiving approval from the Human Services and Finance Committees.

As the result of multiple equipment failures in the penguin exhibit, an inspection of the electrical panel was performed. The busbars showed evidence of arcing and burning. Further equipment failures could result in the inability to maintain conditions for the well-being of the penguins.

Due the importance of maintaining safe penguin housing conditions, an emergency purchase order was issued to Centennial Electric, for a total cost not to exceed \$4,300, which includes the panel, installation, and testing of the electrical panel.

Funds for this purchase are available in Zoo Budget Line Item 25869200 931000 30000.

Both the Controller and Purchasing Director approved this purchase.

Respectfully,

Cynthia Wagner
Potter Park Zoo Director

Agenda Item 9

TO: Board of Commissioners County Services and Finance Committee

FROM: Gregg Todd, Controller

DATE: June 9, 2022

SUBJECT: Resolution to Establish an MC 20 Grade and to Reclassify the County Controller, Health Officer and Budget Director Positions

For the meeting agendas of the June 21 County Services and June 22 Finance Committees

BACKGROUND

As part of the Controller’s Office reorganization, salary studies were completed for the County Controller and Budget Director positions. The results were the following:

County	Minimum	Maximum	Comparable Position Title
Controller			
Ottawa County	\$185,000	\$220,000	County Administrator
Oakland County	\$176,578	\$210,863	Deputy County Executive II
Kent County		\$245,000	County Administrator/Controller
Genesee County		\$156,060	Chief Financial Officer
Kalamazoo County	\$143,145	\$175,635	County Administrator
Ingham County	\$137,963	\$165,645	Controller
St. Clair County	\$111,375	\$146,561	Administrator/Controller
Washtenaw County		\$207,724	County Administrator
Budget			
Kent County	\$136,455	\$155,192	Fiscal Services Director
Oakland County	\$108,403	\$145,239	Director, Management & Budget
Kalamazoo County	\$101,587	\$124,675	Finance Director
Ottawa County	\$101,218	\$130,993	Fiscal Services Director
Ingham County	\$86,587	\$103,959	Budget Director
St. Clair County	\$84,635	\$111,375	Finance Director
Washtenaw County	\$74,566	\$114,350	Finance/Budget Operations Director
Genesee County	\$69,062	\$90,293	Accounting and Budget Mgr.

Based on this information, it was recommended at the June 8, 2022 County Services Committee meeting that the current positions in the MC 19 grade (County Controller and Health Officer) should be reclassified to a newly created MC 20 grade and the Budget Director should be reclassified as an MC 14 from an MC 13.

The proposed MC 20 Step 1 would be a 6% increase from the MC 19 Step 1 (average of grade increases in the MC unit) with a 4.7% increase per step to match the existing MC step increases as follows:

Scale	Step 1	Step 2	Step 3	Step 4	Step 5
MC 19	\$ 137,963.71	\$ 144,406.40	\$ 151,148.98	\$ 158,209.56	\$ 165,645.40
	\$ 66.33	\$ 69.43	\$ 72.67	\$ 76.06	\$ 79.64
	Step 1	Step 2	Step 3	Step 4	Step 5
MC 20	\$ 146,241.53	\$ 153,114.88	\$ 160,311.28	\$ 167,845.91	\$ 175,734.67
	\$ 70.31	\$ 73.61	\$ 77.07	\$ 80.70	\$ 84.49

It was noted at the June 9, 2022 Finance Committee that the Health Officer received a reclassification in 2021 and salary history was requested for this position. Salary history is as follows:

Salary Date	Annual Salary
1/5/2019	\$ 136,101.66
1/4/2020	\$ 138,823.69
1/2/2021	\$ 153,601.51
1/2/2022	\$ 165,645.40
Pending Reclass	\$ 175,734.67

The Budget Director reclassification from an MC 13 to an MC 14 would be as follows:

MC 13	Step 1	Step 2	Step 3	Step 4	Step 5
	\$ 86,587.48	\$ 90,633.25	\$ 94,863.50	\$ 99,292.91	\$ 103,959.67
	\$ 41.63	\$ 43.57	\$ 45.61	\$ 47.74	\$ 49.98
MC 14	Step 1	Step 2	Step 3	Step 4	Step 5
	\$ 93,289.31	\$ 97,647.45	\$ 102,203.59	\$ 106,978.18	\$ 112,006.15
	\$ 44.85	\$ 46.95	\$ 49.14	\$ 51.43	\$ 53.85

FINANCIAL IMPACT

Current Position	Current Max. Cost	Future Max. Cost	Difference
Controller	\$ 258,598.00	\$ 292,139.00	\$ 33,541.00
Health Officer	\$ 258,598.00	\$ 292,139.00	\$ 33,541.00
Budget Director	\$ 182,543.00	\$ 194,829.00	\$ 12,286.00
TOTAL	\$ 699,739.00	\$ 779,107.00	\$ 79,368.00
		Total	\$ 79,368.00

ALTERNATIVES

The Board of Commissioners could decline to approve the proposed reclassifications.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ESTABLISH AN MC 20 GRADE AND TO RECLASSIFY THE COUNTY CONTROLLER, HEALTH OFFICER, AND BUDGET DIRECTOR POSITIONS

WHEREAS, reviewing the Controller’s Office compensation was requested by the Finance Committee; and

WHEREAS, as part of the review, it was determined that a salary study of comparable counties was required to determine the proper compensation for the Controller and Budget Director; and

WHEREAS, the salary study provided the following information:

County	Minimum	Maximum	Comparable Position Title
Controller			
Ottawa County	\$185,000	\$220,000	County Administrator
Oakland County	\$176,578	\$210,863	Deputy County Executive II
Kent County		\$245,000	County Administrator/Controller
Genesee County		\$156,060	Chief Financial Officer
Kalamazoo County	\$143,145	\$175,635	County Administrator
Ingham County	\$137,963	\$165,645	Controller
St. Clair County	\$111,375	\$146,561	Administrator/Controller
Washtenaw County		\$207,724	County Administrator
Budget			
Kent County	\$136,455	\$155,192	Fiscal Services Director
Oakland County	\$108,403	\$145,239	Director, Management & Budget
Kalamazoo County	\$101,587	\$124,675	Finance Director
Ottawa County	\$101,218	\$130,993	Fiscal Services Director
Ingham County	\$86,587	\$103,959	Budget Director
St. Clair County	\$84,635	\$111,375	Finance Director
Washtenaw County	\$74,566	\$114,350	Finance/Budget Operations Director
Genesee County	\$69,062	\$90,293	Accounting and Budget Mgr.

; and

WHEREAS, based on this information the following changes are recommended:

- Reclassify Budget Director (MC 13) position to MC level 14 (\$93,289.31 to \$112,006.15)
- Create a new MC 20 level (\$146,241.53 to \$175,734.67) for the two positions in the MC 19 level now (Controller and Health Officer).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the reclassification of the Budget Director to an MC 14 and the County Controller and Health Officer to a new MC 20 from an MC 19.

BE IT FURTHER RESOLVED, that the new MC 20 Grade pay scale for 2022 be the following:

	Step 1	Step 2	Step 3	Step 4	Step 5
MC 20	\$ 146,241.53	\$ 153,114.88	\$ 160,311.28	\$ 167,845.91	\$ 175,734.67
	\$ 70.31	\$ 73.61	\$ 77.07	\$ 80.70	\$ 84.49

BE IT FURTHER RESOLVED, that this reorganization includes the following changes:

<u>Position Number</u>	<u>Position Title</u>	<u>Action</u>
223001	County Controller	Move from MC 19 to MC 20
601001	Health Officer	Move from MC 19 to MC 20
212001	Budget Director	Move from MC 13 to MC 14

The financial impact associated with the proposed reorganization is as follows:

Current Position	Current Max. Cost	Future Max. Cost	Difference
Controller	\$ 258,598.00	\$ 292,139.00	\$ 33,541.00
Health Officer	\$ 258,598.00	\$ 292,139.00	\$ 33,541.00
Budget Director	\$ 182,543.00	\$ 194,829.00	\$ 12,286.00
TOTAL	\$ 699,739.00	\$ 779,107.00	\$ 79,368.00
		Total	\$ 79,368.00

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

BE IT FURTHER RESOLVED, that each of the reclassifications made as a part of this reorganization above are effective the first full pay date following the date the reorganization request was submitted to the Human Resources Department.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

A RESOLUTION OPPOSING MICHIGAN HOUSE BILLS 4729, 4730, 4731, AND 4732

WHEREAS, Zillow, a for-profit corporation is lobbying the Michigan Legislature to pass legislation that undermines the integrity of Register of Deeds and County Treasurer offices across the State of Michigan; and

WHEREAS, the legislation would require those offices to provide copies of official records maintained by those offices at a significant discount or, in some instances, free of charge, thus requiring Ingham County taxpayers to subsidize out-of-state for-profit corporation; and

WHEREAS, if these bills become law Zillow and other similar corporations will be able to demand the manner in which Register of Deeds and Treasurer offices must provide copies of official records; and

WHEREAS, passage of these bills would result in a reduction of revenues collected by the Register of Deeds and Treasurer's offices, negatively impacting the County's general fund; and

WHEREAS, Ingham County may need to explore increasing fees charged to other service users or reducing services provided to taxpayers and land owners as a result of this loss of revenue; and

WHEREAS, the Michigan Association of Counties, Michigan Association of County Treasurers, Michigan Association of Register of Deeds, Michigan Association of County Clerks, and the Michigan Municipal League are united in opposing House Bills 4729, 4730, 4731, and 4732.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners opposes Michigan House Bills 4729, 4730, 4731, and 4732 in any form that imposes on taxpayers the cost of maintain and providing public records for the benefit of for-profit corporations.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Governor Gretchen Whitmer, the Speaker of the Michigan House of Representatives, the Majority Leader of the Michigan Senate, and all members of the Michigan Senate and House of Representatives representing Ingham County.