

CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE

ROBERT PEÑA, CHAIR
VICTOR CELENTINO
MARK GREBNER
RYAN SEBOLT
SIMAR PAWAR
KARLA RUEST
MONICA SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, APRIL 2, 2024 AT 6:00 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 [March 19, 2024](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Farmland and Open Space Preservation Board – Interviews
2. Economic Development Corporation Board of Directors – Interviews
3. Clerk’s Office – Resolution to Film 2024 County Clerk [Public Service Announcements](#)
4. Innovation & Technology Department
 - a. Resolution to Approve the Continuation of [Dark Fiber](#) from Zayo Group
 - b. Resolution to Approve the Renewal of Virtual Meeting Software from [CDWG](#)
5. Facilities Department
 - a. Notice of Emergency Purchase Order for Ingham County Youth Center [Security Door Replacement](#)
 - b. Notice of Emergency Purchase Order for Ingham County Youth Center Lower [Security Fence](#)
 - c. Notice of Emergency Purchase Order for Replace the [Reception Counters](#) at the Veterans Affairs Office
 - d. Notice of Emergency Purchase Order for Ingham County Youth Center Privacy [Screening](#)
 - e. Notice of Emergency Purchase Order for Ingham County Youth Center Upper [Security Fence](#)
 - f. Notice of Emergency Purchase Order for Hilliard Building Flange [Bolt Replacement](#)
 - g. Notice of Emergency Purchase Order for Hilliard Building [Glycol Line Replacement](#)
 - h. Resolution to Authorize a Service Agreement with [Accurate Controls Inc.](#), at the Ingham County Justice Complex
 - i. Resolution to Authorize a Service Agreement with [Trane U.S. Inc.](#), for the Chillers and Roof Top Units at Multiple County Facilities

6. Road Department
 - a. Resolution to Authorize Agreements with Alaieton, Ingham, Leroy, and Wheatfield Townships for the 2024 [Local Road Program](#)
 - b. Resolution to Authorize Agreements with the City of Leslie, City of Mason, and the City of Williamston for the 2024 [Pavement Marking Program](#)
 - c. Resolution to Authorize a Bituminous Pavement Agreement with [Okemos Grand Reserve, LLC](#) for Extending the Paved Limits of Powell Road
 - d. Resolution to Authorize an Addition to the Road Department 2024 Capital Improvement Projects to Purchase an [Excavator](#)
 - e. Resolution to Approve Stop Sign [Traffic Control Orders](#) for Various Roads in the Edgemont Park Subdivision

7. Controller's Office – Consult with Counsel Pursuant to MCL 15.268(1)(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
March 19, 2024
Draft Minutes

Members Present: Sebolt, Peña, Celentino, Grebner (Arrived at 6:06 p.m.), Pawar, Ruest, and Schafer.

Members Absent: None.

Others Present: Becky Bennett, Gregg Todd, Sue Graham, Chris Mattson, Paul Pratt, Claudia Kerbawy, Larry Wagenknecht, Rebecca Kasen, Pierre LaVoie, Richard Kerbawy, Anika Ried and others.

The meeting was called to order by Chairperson Peña at 6:00 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 March 5, 2024 Minutes

CHAIRPERSON PEÑA STATED, WITHOUT OBJECTION, THE MINUTES OF THE MARCH 5, 2024 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioner Grebner.

Additions to the Agenda

3. Drain Commissioner
 - b. Resolution To Approve the Transfer of the Procurement and Management of Engineering and Construction Services for the Lake Lansing Water Level Control Structure Project to the Ingham County Road Department

Substitute

13. Board of Commissioners
 - b. Request for a Step Increase for Controller/Administrator

Additional Materials Provided

3. Drain Commissioner
 - a. Lake Lansing Water Control Structure Options Review

Limited Public Comment

Claudia Kerbawy, Lake Lansing Property Owners Association (LLPOA) President, provided a statement that was included in the minutes as Attachment A.

Commissioner Grebner arrived at 6:06 p.m.

Larry Wagenknecht, Lake Lansing Special Assessment District Advisory Committee Member, provided a statement that was included in the minutes as Attachment B.

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

2. Treasurer's Office – Resolution to Authorize an Investment Advisory Agreement between the Ingham County Treasurer and Robinson Capital Management, LLC
4. Office of the Public Defender – Resolution to Authorize the Addition of One Paralegal Position within the Office of the Public Defender
5. 9-1-1 Central Dispatch Center – Resolution Approving the Grievance Settlement Agreement with the Command Officers Association of Michigan 911 Supervisory Unit
6. Health Department
 - a. Notice of Emergency Purchase Order for Urgent Autoclave Device
 - b. Resolution to Authorize Converting Position #601127 from a 0.5 FTE Health Program Assistant Position to a 1.0 FTE Community Health Representative III Position
7. Potter Park Zoo – Notice of Emergency Purchase Order for Water Main Repair
8. Financial Services Office – Resolution to Approve an Agreement with Maner Costerisan for Accounting Services
9. Innovation & Technology Department
 - a. Resolution to Approve Reporting Software for Phone System by ISI Telemanagement Solutions
 - b. Resolution to Approve the Renewal of the VMWare Support Agreement from CDWG
10. Facilities Department
 - a. Resolution to Authorize an Amendment to the Agreement with Boling Janitorial Services, Inc.
 - b. Resolution to Authorize an Agreement with Smart Homes Smart Offices for Technology Upgrades to Conference Room A at the Human Services Building
 - c. Resolution to Authorize a Custodial - Special Part-Time Position for the Facilities Department
 - d. Resolution to Authorize an Amendment to the Elevator Maintenance Agreement with Elevator Service Inc., to Include the 30th Circuit Court Annex Building
 - e. Resolution to Authorize an Agreement with Smart Homes Smart Offices for Technology in the Facilities Office Conference Area
 - f. Resolution to Authorize an Agreement with Hedrick Associates to Replace the Liebert Units in the Server Room

- g. Resolution to Authorize a Purchase Order to MacAllister Machinery Company Inc., for the Purchase of a Scissor Lift
- h. Resolution to Authorize an Agreement with Redguard Fire & Security, Inc., for Monitoring, Warranty, and Inspection Services for the Fire Panel at the Veterans Memorial Courthouse And Grady Porter Building

11. Road Department

- a. Resolution of Support for the Local Bridge Program Funding Applications for Fiscal Year 2027
- b. Resolution to Authorize a Second-Party Agreement with the Michigan Department of Transportation for a Federal Funded Project on Dietz Road Over the Red Cedar River
- c. Resolution to Authorize a Second-Party Agreement with the Michigan Department of Transportation for Federal and State Funded Projects on Hoxie Road Over Wolf Creek and Waldo Road Over Deer Creek Drain
- d. Resolution to Approve a Stop Sign Traffic Control Order for the Intersection of Wild Ginger Trail and Woodwind Trail
- e. Resolution to Authorize a Purchase Order for Reflective Sign Faces, Complete Signs, Aluminum Sheet Sign Panels and Signposts

12. Controller's Office – Resolution to Approve an Agreement with eX2 for Broadband Middle Mile Design Services

13. Board of Commissioners

- a. Resolution to Modify the Composition of the Ingham County Housing Trust Fund Committee
- b. Request for a Step Increase for Controller/Administrator

THE MOTION CARRIED UNANIMOUSLY.

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

1. Women's Commission – Interviews

Rebecca Kasen interviewed for the Women's Commission.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. RUEST, TO RECOMMEND THE APPOINTMENT OF REBECCA KASEN TO THE WOMEN'S COMMISSION.

THE MOTION PASSED UNANIMOUSLY.

3. Drain Commissioner
 - a. Lake Lansing Water Control Structure Options Review

Chris Mattson, Spicer Group Inc. Project Manager, provided an overview of the Spicer Group Inc. Lake Lansing Level Control Structure Analysis and the proposed alternatives, which was included in the Agenda Packet.

Chairperson Peña asked if they would submit the aluminum sluice for Alternative II or if they would remove the aluminum.

Mattson stated that Alternative II would not do anything to change the primary spillway and the recommendation for replacing the current lake control boards would be addressed in Alternative IV.

Chairperson Peña asked what the difference was between Alternative I and Alternative II.

Mattson stated that Alternative I was to leave the drawdown pipe in place with the gate closed and Alternative II would be to either remove it, which was actually not as easily done as filling it with concrete and leaving it in place would be. Mattson continued their overview of the Lake Lansing Level Control Analysis.

Commissioner Pawar asked if replacing the pipe was worse than doing the insert and asked what Spicer Group Inc. recommended.

Mattson stated it was simpler to replace the pipe and that a pipe lining was totally possible. Mattson further stated they had spoken with contractors who had done the linings in the past and they stated the quality and placement of the liner was critical to the contractors' operations and having a clean pipe to work with was a big deal.

Mattson stated that essentially, the liner would be pressed against the pipe to act as a mold and create a new inner lining that was rigid. Mattson further stated it was preferred by most contractors they worked with to have a clean pipe that was free of sediment and stones.

Mattson stated that Spicer Group Inc. felt that providing a dry workspace was preferred and that, while it would still be possible without, it would be difficult to ensure there was no sediment in the bottom of the pipe. Mattson further stated that it was among the concerns for the project and they thought it would be doable, however there needed to be some consideration in order to make sure the process would be done according to what a contractor may warrant.

Chairperson Peña asked if the existing pipe was made of reinforced concrete.

Mattson clarified the existing pipe was made of corrugated metal. Mattson continued their overview of the Lake Lansing Level Control Analysis.

Chairperson Peña asked, in both cases where they replaced the pipe, if they would increase it from 24 to 48 inches in diameter.

Mattson stated they looked into the cost between the two, but the decision on size would come later in the design process because there would need to be a sensitivity analysis done to determine what made the most sense. Mattson further stated the current capacity sort of left the other outside factors in place and would not be a worry if they kept the same capacity.

Mattson stated there were many unknowns, including what would be required from regulatory agencies.

Chairperson Peña clarified that 48 inch pipe would be dependent upon their analysis with a 100-year storm.

Mattson stated that it would provide capacity closer to the 100-year storm.

Chairperson Peña asked if the Drain Commissioner's Office would issue a permit for the work.

Mattson stated that the Drain Commissioner's Office would not issue a permit, but the project could possibly need permits from the Dam Safety Unit at the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and also from Protected Resources under the Inland Lakes and Streams Statute.

Chairperson Peña asked if there were any Federal requirements, like from the U.S. Army Corps of Engineers (USACE).

Mattson stated they were not certain, but knew that projects above a particular magnitude required a sign-off from the Environmental Protection Agency (EPA), above and beyond EGLE. Mattson further stated the USACE would step in under certain situations that were typically around navigable waters.

Mattson stated the EGLE application for Inland Lakes and Streams resource permitting was a joint permit application from the United States Army Corps of Engineers and EGLE. Mattson continued their overview of the Lake Lansing Level Control Analysis.

Commissioner Sebolt asked if everything Mattson had listed were reflected in the total estimated project cost that went with each alternative that was reviewed.

Mattson stated confirmation and they tried to have a full total cost to design, bid and build the alternative, as well as a ten percent inflation figure but they hoped inflation would not be that high in 18 months. Mattson further stated at the current stage of a project like this, having a super sharpened pencil, could sometimes be a disservice to those making decisions on a project if they were trying to set some expectations for costs.

Mattson stated, as this moved forward, they would recommend contracting with consultants and contractors for finding numbers. Mattson continued their overview of the Lake Lansing Level Control Analysis.

Commissioner Grebner asked if they had found the Court Order that specified the Assessment District.

Paul Pratt, Deputy Drain Commissioner, stated maybe.

Discussion.

Mattson clarified they were told that the documents were in cold storage with the 30th Circuit Court and that they would be delivered, however they had not yet been delivered. Mattson further clarified it was not the Assessment District but the Apportionment Roll that was used to construct the dam in 1976.

Mattson stated the Apportionment Roll was not set by Court Order, but the Assessment District was, and that was what they were trying to get.

Pratt stated you could go back from the 1976 Roll and see that it was probably close to what was ordered by the Court, but they did not have anything dated.

Commissioner Grebner stated that every property that was assessed would be on the Roll.

Pratt stated confirmation.

Discussion.

Pratt stated it was a property-by-property list and it would be assigned to the proper individuals to map out the district.

Commissioner Sebolt asked how many properties were on the list.

Pratt stated they had not counted, but at least hundreds.

Discussion.

Mattson stated it was a three-page form document, and there were 13 of those three-page form documents, so it was potentially 40 pages of properties.

Commissioner Sebolt asked if they assumed Ingham County and Meridian Township would be a part of that.

Pratt stated that it was interesting the 1976 Assessment gave 15% to Meridian Township and 25% to Ingham County.

Commissioner Sebolt clarified that they were potentially looking at a couple hundred to 300 properties and the County picking up 25% and Meridian Township picking up 15%.

Commissioner Grebner stated there were around 200 properties with lake frontage and, if the district was larger than the lake, it could potentially be upwards of 700 properties. Commissioner Grebner further stated they did not think the municipal corporations would be bound and that it was a choice to be made.

Discussion.

Commissioner Grebner stated they believed they could adopt the previous district and either include or not include the municipal corporations.

Mattson continued their overview of the Lake Lansing Level Control Analysis.

Pratt stated the Drain Commissioner had no position on either of the alternatives for transfer and that were both within the power of the Board of Commissioners to initiate and the Drain Commissioner's Office would serve their role as stated in the resolution, whether that was with the Road Department or a Lake Board, which they would be a part of by Statute.

Commissioner Grebner asked if the Drain Commissioner's Office had any feelings about whether the whole thing should be run through a Lake Board.

Pratt stated they had no feelings on it, but 30 years ago, the Drain Commissioner advised people, when they were put in charge of killing back the Eurasian Watermilfoil, to form a Lake Board, however it was declined by the public at that time.

3. Drain Commissioner

- b. Resolution To Approve the Transfer of the Procurement and Management of Engineering and Construction Services for the Lake Lansing Water Level Control Structure Project to the Ingham County Road Department

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

Commissioner Pawar stated she wanted to make sure that constituent voices were heard regarding the request to initiate a Lake Improvement Board along with the recommendations the County Services Committee would make regarding the transfer of the project to the Road Department. Commissioner Pawar further encouraged her colleagues to seriously consider the request for the Lake Improvement Board for the purpose of long term maintenance of the dam.

Commissioner Pawar explained if the Lake Board was formed simultaneously, they could be the ones to service Lake Lansing and the dam moving forward.

Discussion.

Commissioner Grebner stated at the March 5, 2024 County Services Committee meeting, they had made two somewhat broad points, which were sort of adopted through a consensus, however firm that consensus was. Commissioner Grebner further stated the first point had been that they would

act through the Road Department, which seemed to be agreed upon, and the second point being that the County would voluntarily participate as if they were property owners and they would not pay more or less than the proportion of their linear footage.

Commissioner Grebner stated they now wanted to propose that a Lake Board be pursued, but not as a critical step towards the Lake Level Control Structure, and that they would move forward with the project through the Road Department, so as to not hold it up for the creation of a Lake Board because the legal creation would introduce delays and create controversies. Commissioner Grebner further stated they thought it would be a good idea in the long-term, however there were enough delays in this project as it was.

Commissioner Grebner stated they would like to move forward and seek the opinion of the County Attorney on whether Ingham County had the power to create a Lake Board or what the alternatives would be and begin the process, but still understand it would be a separate branch. Commissioner Grebner further clarified that the Lake Board would be available to maintain the Lake Level Control Structure after it was built and to do other lake improvements and projects as they came up, but they would not make fixing the Lake Level Control Structure subservient to setting up a Lake Board.

Commissioner Grebner stated they would also like to propose a general principle for the Assessment of the District, which was that each property be assessed in proportion to the value that was added or subtracted from the property if the lake were to lose four feet in height. Commissioner Grebner further clarified that a property that was located a considerable distance from the lake and was not dependent on the appearance of the lake, may not be assessed at all, even if it fell within the drainage district of the lake, and a property that would be dramatically affected would be fully taxed.

Commissioner Grebner stated in that scenario, the County Parks would be parks without lake front if the lake level dropped four feet and it created clear set of criteria that could be applied and potentially modified. Commissioner Grebner further stated that they believed the cost of maintaining the lake ought to be borne by those who economically benefited from maintaining the lake as an attractive feature, similarly to when the lake had been dredged.

Commissioner Grebner asked that those ideas be underlying assumptions moving forward and that it did not require modifying the resolution.

Commissioner Pawar asked Commissioner Grebner if it was a possibility to have the Road Department be the Chair of the Lake Board if they moved forward simultaneously.

Commissioner Grebner stated they should explore the Lake Board and that it could be set up in a couple of ways, but if it involved more than just Ingham County, it would be something different. Commissioner Grebner further stated they had a feeling if they explored it, they would discover nuances they did not expect and they should not connect the Lake Board with the fixing of the Lake Level Control Structure.

Commissioner Pawar clarified the constituents wanted a Lake Board to be established so they had more say on the Special Assessment District design, rather than changing the protocol of the project design and contracts.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

Commissioner Schafer stated that morning, she had attended a meeting regarding the State of Michigan Disaster Emergency Contingency Fund, Emergency Management Act Section 19 Applicant Guidebook that brought into account the disaster that was declared in her district by the Federal Emergency Management Agency (FEMA). Commissioner Schafer further stated it was not at the Federal level, but the State level, and that they had a great showing of people that were affected in Ingham County, Townships, and the Village of Webberville.

Commissioner Schafer stated she had great conversations with Robert Boerkoel, Emergency Operations Center Sergeant, and there was a great presentation done by the Michigan State Police. Commissioner Schafer further stated she also went to the Ingham County Fairgrounds where there were 700 third graders present for Rural Educational Development (RED) Day, which was put on by volunteers from Farm Bureau Insurance and the Mason and Webberville National FFA Organization groups.

Commissioner Schafer stated it was a beautiful showing of the Fairgrounds and showing over 700 kids where food and animals came from.

Chairperson Peña stated the last Fish Fry at the Cristo Rey Church on 201 West Miller in South Lansing would be held on Friday, March 22, 2024 as there was no Fish Fry on the following Friday, which was Good Friday. Chairperson Peña further stated that the housing issue in Ingham County was dire, but the Treasurer's Office had been working very hard through the Housing Trust Fund and would be presenting at the Ingham County Fairgrounds located at 700 East Ash Street in Mason on April 17, 2024 from 6:00 p.m. to 7:30 p.m.

Commissioner Peña stated the event was to inform, encourage, and educate individuals on how to purchase housing for the first time.

Public Comment

C. Kerbawy stated they did not have a problem with the Road Department taking responsibility for the project, but they thought that it was very important, and helpful in the long run, to have a Lake Board established and chaired by the Drain Commissioner or Road Director, as long as it was established by the County. C. Kerbawy further stated the primary thing the Lake Board could do, was set the Special Assessment district.

C. Kerbawy stated the Lake Board could be created by a motion from the County Commissioners and was something they would be happy to draft a resolution for if that would be helpful.

Pierre LaVoie, LLPOA Dam Committee Member, stated at the March 5, 2024 County Services Committee meeting they had thanked past and present Ingham County Drain Commissioners for their work and that Lake Lansing would be a swamp if not for the Drain Commissioners. LaVoie further stated that there was one thing that evening that went against working together, which was the late introduction of Agenda Item 3b.

LaVoie stated they were struggling to read through the resolution without any input, and they wanted to work with the Commissioners, but understood they would have to take different action in the next steps. LaVoie further stated the creation of a Lake Board was essential to keep the funding of these big projects in check for the County, the poor people, and the people who lived around Lake Lansing.

LaVoie stated they would be fighting for the Lake Board and that it would be very fair and would have complete oversight of hiring and future projects. LaVoie further stated the hundreds of hours that had been spent by volunteers of the LLPOA Dam Committee and the amount of inaccuracies, unanswered questions, and files that could not be found was mind boggling.

LaVoie stated they had been very patient but could not let this happen moving forward and that they wanted to keep Lake Lansing safe, which was why the Lake Committee and the Special Assessment District Committee were originally established. LaVoie further stated there was pollution and E. coli issues that caused the Special Assessment District Committee to be formed to ensure the safety of Lake Lansing.

LaVoie stated they would be pushing it forward at the next level and promised it would happen and be fair. LaVoie further stated their disappointment.

Richard Kerbawy, Lake Lansing Resident and former LLPOA President, stated that part of having worked in Ingham County Government meant they got to know a lot of people and knew, from the moment this project had come to the table, there was a great deal of anger, distrust, and unwillingness to accept anything the government said about the project. R. Kerbawy further stated there were individuals around Lake Lansing that stated they should not trust the Drain Commissioner or the process because in the end it would be dumped on the Lake Lansing property owners without getting any other government funding or support for the project, regardless of the choice made out of the six alternatives.

R. Kerbawy stated that having known many people sitting in the room, and having great respect for what they had done and being politically aligned with them, they asked their fellow Lake Lansing Residents to be patient, trusting, and understanding. R. Kerbawy further stated they were not sure what to tell them after what they saw tonight.

R. Kerbawy stated they shared LaVoie's concerns and when they were in Grand Rapids that day and they asked C. Kerbawy about the agenda where they learned the alternative options would be reviewed and that was it. R. Kerbawy further stated they arrived to the meeting and were handed the Late Resolution and they had questions on it, but there was no opportunity for public comment before the resolution was added to the Agenda.

R. Kerbawy stated they wanted to work with the County and they understood the cooperation, trust, and transparency was the way things would get done and would guide the process. R. Kerbawy further stated they believed there would be a great reservoir of anger when the Lake Lansing property owners heard what happened at the County Services Meeting that evening.

Commissioner Grebner clarified the Resolution would be in front of the Finance Committee on March 20, 2024 and the Board of Commissioners on March 26, 2024.

Commissioner Sebolt clarified that, procedurally, additions were made to the Agenda and public comment took place after, so the resolution was added to the Agenda prior to public comment.

Commissioner Grebner stated it was still a surprise and the Finance Committee would be happy to take up the issue.

Adjournment

The meeting was adjourned at 7:15 p.m.

Attachment A: Statement from Claudia Kerbawy

March 19, 2024

To: Commissioner Ryan Sebolt, Chairperson, County Board of Commissioners
Commissioner Robert Peña, Chairperson, Ingham County Services Committee
Commissioner Victor Celentino, Vice Chairperson, Ingham County Services Committee
Commissioner Mark Grebner
Commissioner Simar Pawar
Commissioner Karla Ruest
Commissioner Monica Schafer
Mr. Patrick Lindemann, Ingham County Drain Commissioner

From: Claudia Kerbawy, President, Lake Lansing Property Owners Association

Regarding: Lake Lansing Water Level Control System Repairs, Operation and Maintenance

Thank you for your service to our County. We appreciate this opportunity to work together on the decisions being made regarding repairs for the Lake Lansing Water Level Control System. To that end, we have the following positions regarding key issues under consideration. Our three main points are:

1. **Project Lead:** We would like to see a Lake Improvement Board established by motion of the County Board of Commissioners and consisting of representatives of the following: Drain Commissioner; the Parks Department, the Road Department and/or County Comptroller; Meridian Township; and Lake Lansing riparian, back lot and other watershed residents. That board could then take the lead for the project.
2. **Remedy:** We want selection of a reasonable cost, and cost-contained, remedy that effectively addresses the deficiencies identified in the December 2022 inspection report, is protective of the Lake Lansing and downstream environment, resources and property, and can be easily and safely operated and maintained. Key in this is the provision of an owner's representative engineer in the contracting for the project. Alternative 3 in the Spicer Group report is pretty close to what we can support.
3. **Cost Allocation:** We want the cost of the project to be spread fairly among all those who benefit from beautiful Lake Lansing, a public lake that is appreciated and used by those in the surrounding communities as the largest lake in the multi-county capital area. To the extent possible, appropriations or grants from public and private entities should be sought to assist in funding the project.

1. Project Lead:

The County Services Committee is currently considering reassigning the project lead for the Lake Lansing Water Level Control System remedy to the Road Department. We can support reassignment of the project, as we have lost trust in the Drain Commission to cost-effectively manage the project and are disappointed by the past lack of appropriate maintenance of the current water level control structure. We do propose and strongly support that the county choose to create a Lake Improvement Board to carry out the management of the repairs to the Lake Lansing Water Level Control System. This can be done by motion of the county or township. We recommend that such a Lake Board, in accordance with Act 451 Part 309, consist of representatives of the following: the Drain Commission; at least one of the Parks Department, Road Department or County Comptroller; Meridian Township; and riparian, back-lot, and other watershed residents.

Precedent:

There is precedent for creation of a Lake Board for this type of project for Lake Lansing. In 1969 Ingham County created a Lake Board for Lake Lansing, chaired by Drain Commissioner and Director of Public Works, Richard Sode. The purpose of the Lake Board was to manage the Lake Lansing Improvement Project. This board oversaw the following for that project: obtaining grants and appropriations, establishing special assessment districts, and

contracting for feasibility and other studies, design and construction. That project included a number of sub-projects that ran through at least 1981, including installation of sewers around the lake, modifications to the dam/water level control system, dredging of the lake, creating an improved boat launch, and creating sand beaches.

Timing:

As the December 2022 and 2023 reports do not identify an imminent threat posed by the current condition of the Lake Lansing Water Level Control Structure, there is not a need to rush this project through immediately. Certainly, the conditions warrant action and that should be taken in the short term rather than the long term. There is the opportunity, however; for the county to move forward with a motion to create a Lake Improvement Board that would determine a special assessment district and contract for design and construction of the water level control system remedy.

2. Remedy:

Incorporation of Existing Comments Submitted:

We have submitted a number of comments already and incorporate those here by reference. Those comments are related to:

- a. Selection of a cost-effective project that addresses the recommendations of the 2022 inspection. In general, that would be close to alternative 3 in the Spicer Group report. We would recommend consideration of a liner to the existing pipe that would eliminate the need for the coffer dam and likely be significantly less expensive than digging up and replacing the current 24" pipe with a new concrete one.
- b. Incorporating an owner's representative engineer as part of any contract for design and construction
- c. Cost containment through fixed cost contracts and constraints on cost overruns in construction and minimization of construction oversight percentages to industry standards.
- d. Disclosure of detail and justification regarding costs incurred in the past to be assessed as a part of this project.

Measurement of Water Level and Court Order Compliance:

Another item that has been mentioned frequently throughout the conduct of the alternatives analysis project is the need to modify the court order in order to be able to more easily comply with its requirements. Part of the reason cited is that the current staff gauge used has moved with time and is not a stable datum with which to compare measurements. We agree that the staff gauge is not a stable datum, however; the top of the cement weir (dam) is very stable and represents the winter level cited in the court order. We do not need to change the court order. We need to measure the water level from the stable point of the top of the cement weir. A new staff gauge could also be installed in a stable manner for future use.

A simple conversion factor based on the winter level in the court order and the NAVD88 system that the Drain Commissioner utilizes would obviate the need to modify the court order. Last week Spicer Group provided a 2-page letter that will be an addendum to their report that discusses the aluminum beam (board) currently being used to bring the dam up to summer levels. That addendum provides a conversion factor based on the inaccurate staff gauge rather than the top of the weir. Below is an alternative analysis, based on the use of the top of the weir to create a conversion factor, that we recommend be substituted for the analysis on page 2 of the addendum letter. This could also necessitate changes to the way the conversion was made in the main report. There may or may not be any changes needed to the Hydraulic analysis, however; it would not be expected to materially impact the conclusions of this generalized report.

“The top of the weir used to establish the winter court ordered level can be measured and assigned a datum in the standard North American Vertical Datum of 1988 (NAVD88) used by the Drain Commissioner. This can then be used to assess water level compliance with the court order.

- The winter level according to the court order is 851.72 feet above sea level.
- The top of weir was surveyed at 850.93 NAVD88.
- The conversion difference from the top of weir court ordered winter lake level to the NAVD88 elevation is ~~-.79 feet~~.
- The elevation of the top of the lake level control board that is currently installed is 851.63 feet NAVD88.
- The difference is .13 feet or 1.56 inches above the court-ordered summer lake level of 852.29 feet above sea level, or 851.50 NAVD88 using the conversion factor of ~~-.79~~.
- With base flow over the structure, it can be assumed that the lake will be above the court ordered summer lake level by slightly over 1.56 inches using the currently installed lake level control board.”

Simply put, it appears that the lake level has not been properly managed or calculated over the last several years. This has resulted in a lake level that has been approximately 2.5 inches too high. This can result (and appears to have resulted) in sea wall damage, shoreline erosion and continued violation of the court order. This matter has been and continues to be a subject of verbal and written communications to the Drain Commissioner from concerned Lake Lansing residents, members of the Special Assessment District Advisory Board, the LLPOA Board members and Dam Committee members, several of whom are engineers and have substantial engineering background. Over the years members of the Special Assessment District Advisory Committee and the LLPOA Board and Dam Committee have personally collected, compiled and analyzed data and measurements of the lake level and rainfall data. Less than 2 weeks ago, in response to our pictures that clearly showed the installed beam to be over 2 inches too high, drain commission staff finally took note and cleaned out the accumulated sand and gravel in the channel where the beam sits and were able to reset the beam about 1 inch lower.

Even after that partial correction, using Spicer's beam elevation of 851.63 NAVD88, we have calculated that the summer lake level beam still in use sets the lake level approximately 1.25-1.56 inches higher than the court-ordered lake level. That assessment was provided to Pat Lindemann in response to Spicer's recent addendum letter. It is our understanding from the Drain Commissioner's office that the same incorrectly sized beam has been in use since 2017. While the years of 2017-2021, had relatively low rainfall, in the last two years the incorrect placement and beam size has caused the lake to be substantially higher and out of compliance with the court order for extended periods. As lake residents with the qualifications and information to know have been pointing out, the beam is the incorrect height and needs to be replaced with a correctly sized beam. We await a response that addresses this situation in an effective manner.

3. Cost Allocation:

As residents of Lake Lansing, we know and embrace our responsibility for helping to maintain the health of the lake. We have for years participated in and chaired the Special Assessment District Advisory Committee run by Meridian Township for weed control and the improvement and maintenance of water quality in Lake Lansing. We are assessed yearly to fund that effort. We take action to clean debris from the lake, help maintain safe boating, often rescue (mostly off-lake inexperienced) boaters under distress and promote responsible use of non-damaging fertilizers and other materials that could damage the lake environment. We do not ask to be absolved of contributing to the cost of the repairs to the Lake Lansing Water Level Control Structure; indeed, we strongly

support the necessary repairs being made. What we ask is that the cost be fairly shared among those who benefit from Lake Lansing, a public lake and the largest in the multi-county capital area.

The Ingham County 2022-2026 Parks & Recreation Master Plan identifies that in 2020 there were over 180,000 visitors to Lake Lansing Park South and over 150,000 users of the Lake Lansing Boat Launch, and that was not the highest use year! Ingham County rightly considers Lake Lansing to be a gem in their parks system and we are happy to see is investing over \$10,000,000 in its boat launch and parks around Lake Lansing. This will support the continued strong use of the parks and lake.

There are several other entities on the lake that bring in off-lake parties to enjoy the lake. These include the MSU Sail Club and the Lake Lansing Sail Club. Both are good citizens of the lake, and residents and park users alike enjoy watching the sail classes and regattas. Meridian Township owns a number of wetlands, preserves and parks around Lake Lansing, and also shares a stake in the health of the Lake along with the county, sail clubs, riparians, and all of us in the surrounding communities.

We understand that the Ingham County Board of Commissioners included \$700,000 for the Lake Lansing Water Level Control Project in their wish list of funding projects sent at the request of state legislators last week. We applaud you for that. We will vigorously support that request in our ongoing efforts, as we believe it is a worthwhile investment providing for long term use of the lake by Ingham County Residents.

Precedent:

From 1969 through the early 1980's, the Lake Lansing Improvement Project was administered by a Lake Board established by Ingham County and chaired by Richard Sode, the Drain Commissioner and Director of Public Works. The Federal and State governments, Ingham and Clinton Counties, the Cities of Lansing and East Lansing, Meridian Township, and riparian and back-lot residents as well as residents throughout the Lake Lansing watershed all contributed to the Lake Lansing Improvement Project(s) through grants, appropriations, or assessments. The special assessment established in 1977 for the dredging portion of the project, was large and had 3 assessment tiers. It extended east to the section and railroad lines, somewhat south of Haslett Road, somewhat west of Marsh Road and north to the county line.

Cc:

Senator Sam Singh
Representative Penelope Tsernoglou
Commissioner Irene Cahill
Commissioner Chris Trubac
Commissioner Randy Maiville
Commissioner Myles Johnson
Commissioner Thomas Morgan
Commissioner Gabrielle Lawrence
Commissioner Mark Polsdofer
Commissioner Todd Tennis
BOC Office Director Becky Bennett
Comptroller Gregg Todd
Deputy Drain Commissioner Paul Pratt

Attachment B: Statement from Larry Wagenknecht

Larry Wagenknecht
6097 Partridge Street
Haslett, MI 48840
517-719-6167

March 19, 2024

To: Ingham County Board of Commissioners

Re: Lake Lansing - Project No. 134489SG2023

Dear Commissioners:

I am writing to share my thoughts and concerns regarding the proposed changes to the Lake Lansing water level control structure - Project No. 134489SG2023.

It is clear that due to the amount of time that the water level control structure has been in place and lack of maintenance over the years, the water level control structure currently needs improvements. However, I do NOT think that a complete replacement of the structure is necessary and should not be pursued under any circumstance - other than an outright failure of the structure. Additionally, I believe that all costs associated with repairing the structure should be assessed to ALL properties within the Lake Lansing watershed, as well as to Meridian Township, Ingham County and Clinton County, since all benefit from having Lake Lansing as a resource to our area.

Related to the proposals put forward by Spicer Group - December 2023, I have the following comments, concerns, and recommendations:

1. A complete replacement of the water control structure is not necessary and should not be considered as a viable option.
2. Restoring the functionality of the drawdown pipe is critical.
3. The most acceptable option is a modified Option III. The modifications are as follows:
 - a. Leave the size of the drawdown pipe as it is – a larger drawdown pipe is not necessary. Even in the heaviest of rains, the increased level of the lake is mitigated in a couple of days. The volume and number of wetlands feeding into the lake are able to contain large amounts of water. And, the number of streams/drains going into the lake are limited and create additional capacity of water retention within the watershed.
 - b. Do not increase the size of the drawdown pipe. Increasing the size of the pipe will require an additional flood study – which is NOT necessary.
 - c. Whatever modifications are made to the drawdown pipe and/or gate structure should be done (or not done) so that dredging around the structure is not required in the future.
4. The assessment district for the water control structure should include all properties within the Lake Lansing watershed, including those properties in Clinton County that drain into Lake Lansing. I am aware that the Drain Commission has not been able to locate the

assessment roll from the last time that upkeep to the water control structure occurred. Because of this and the fact that the information that has been located shows significant inconsistencies in the assessments to the various parcels, a new assessment roll needs to be created that includes all properties within the watershed, including Meridian Township, Ingham County and Clinton County. Simply repeating what was done several years ago is not acceptable.

5. I am opposed to any of the options that include changes that would require an additional flood study. It is not necessary...
6. Cost overruns related to implementation of improvements need to be monitored closely.
7. Even though I have concerns with how the Drain Commission has handled previous projects, it makes no sense to have the Road Commission in charge of the project. The project should be completed by the Drain Commission.
8. Regardless of which option is selected, the costs associated with installing remote monitoring of the structure should be pursued. The costs seem very reasonable compared to whatever costs the County/Drain Commission charges to send individuals out to the lake to monitor the height, etc.

Thank you for the opportunity to provide input on this project.

Please contact me if you have any questions.

Sincerely,



Larry Wagenknecht
Member, Lake Lansing SAD Advisory Committee

**APRIL 2, 2024 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

3. Clerk's Office – Resolution to Film 2024 County Clerk Public Service Announcements

This resolution authorizes an agreement with Unodeuce Multimedia to provide filing, editing and video production services for the County Clerk to film public service announcements relating to the election law changes set forth in Proposal 2 of 2022. Although Unodeuce was the high bidder, they are local, and the Clerk has worked with them before and trusts their ability to provide a superior product.

Funding is available in the Clerk's 2024 budget.

See memo for details.

4a. Innovation and Technology Department – Resolution to Approve the Continuation of Dark Fiber from Zayo Group

This resolution approves the extended use of a data circuit robust enough to support the many IT systems that the Public Defender's Office will need at their current location until they move to a new location.

Funding for the \$1,600/month cost to Zayo Group will be supported through the MIDC grant for the Public Defender's Office.

See memo for details.

4b. Innovation and Technology Department – Resolution to Approve the Renewal of Virtual Meeting Software from CDWG

This resolution approves a new contract with CDWG for the County's Zoom account. A contract with CDWG was previously approved through the passage of Resolution #23-570, but an increase in the annual cost requires new approval.

Funding for the additional \$5,048 is available in the IT network fund.

See memo for details.

5a. Facilities Department – Notice of Emergency Purchase Order for Ingham County Youth Center Security Door Replacement

This emergency PO is the first of four this round that are a result of recent juvenile escapes from the Youth Center. This one is for security door replacement in the amount of \$9,998 to purchase and install two doors to Metal Frames, Inc.

See memo for details.

5b. Facilities Department – Notice of Emergency Purchase Order for Ingham County Youth Center Lower Security Fence

This emergency PO is second of four this round that are a result of recent juvenile escapes from the Youth Center. This one is for replacement of the lower portion of the security fence in the amount of \$109,340 to Dewitt Fence Company.

See memo for details.

5c. Facilities Department – Notice of Emergency Purchase Order for Replace the Reception Counters at the Veterans Affairs Office

This emergency PO so for the replacement of the reception counters at the Veterans Affairs Office to make them more secure for the office staff in the amount of \$13,810 to Laux Construction.

See memo for details.

5d. Facilities Department – Notice of Emergency Purchase Order for Ingham County Youth Center Privacy Screening

This emergency PO is third of four this round that are a result of recent juvenile escapes from the Youth Center. This one is for replacement of privacy screening in the amount of \$6,070 to Dewitt Fence Company.

See memo for details.

5e. Facilities Department – Notice of Emergency Purchase Order for Ingham County Youth Center Upper Security Fence

This emergency PO is fourth of four this round that are a result of recent juvenile escapes from the Youth Center. This one is for replacement of the upper portion of the security fence in the amount of \$55,870 to Dewitt Fence Company.

See memo for details.

5f. Facilities Department – Notice of Emergency Purchase Order for Hilliard Building Flange Bolt Replacement

This emergency PO is the first of two this round that are a result of flooding at the Hilliard Building due to failed waterline fitting. This one is for the replacement of rusted and failing bolts on the flange fitting on the water line to Myers Plumbing and Heating, Inc., in the amount of \$3,300.

See memo for details.

5g. Facilities Department – Notice of Emergency Purchase Order for Hilliard Building Glycol Line Replacement

This emergency PO is the second of two this round that are a result of flooding at the Hilliard Building due to failed waterline fitting. This one is for the replacement of the failing glycol line to Myers Plumbing and Heating, Inc., in the amount of \$19,889.

See memo for details.

5h. Facilities Department – Resolution to Authorize a Service Agreement with Accurate Controls Inc., at the Ingham County Justice Complex

This resolution authorizes a service agreement with Accurate Controls Inc., for maintenance of the Ingham County Justice Complex’s electronic security system for a three-year term of \$56,508.18.

Funding is available in the Facilities Department’s building maintenance budget.

See memo for details.

5i. Facilities Department – Resolution to Authorize a Service Agreement with Trane U.S. Inc., for the Chillers and Roof Top Units at Multiple County Facilities

This resolution authorizes a service agreement with Trane U.S. Inc, for a three-year term to service rooftop chillers on various County buildings. Funding for the \$78,896 agreement is available in the Facilities Department maintenance contractual budget.

See memo for details.

6a. Road Department – Resolution to Authorize Agreements with Alaiedon, Ingham, Leroy, and Wheatfield Townships for the 2024 Local Road Program

This resolution authorizes agreements with Alaiedon, Ingham, Leroy, and Wheatfield Townships for the 2024 Local Road Program. Total match from the Road Department is \$151,075, which is available in the 2024 Road Fund Budget.

See memo for details.

6b. Road Department – Resolution to Authorize Agreements with the City of Leslie, City of Mason, and the City of Williamston for the 2024 Pavement Marking Program

This resolution authorizes agreements with the Cities of Leslie, Mason, and Williamston for the 2024 Pavement Marking Program in the following amounts:

City of Leslie:	\$3,149.20
City of Mason:	\$5,146.56
City of Williamston:	\$2,815.00

See memo for details.

6c. Road Department – Resolution to Authorize a Bituminous Pavement Agreement with Okemos Grand Reserve, LLC for Extending the Paved Limits of Powell Road

This resolution authorizes an agreement with Okemos Grand Reserve, LLC to extend the paved limits of Powell Road by an additional 730’ within two years for their new development. Okemos Grand Reserve, LLC has provided an escrow deposit in the amount of \$130,478.82 to guarantee the completion of the Powell Road paving.

See memo for details.

6d. Road Department – Resolution to Authorize an Addition to the Road Department 2024 Capital Improvement Projects to Purchase an Excavator

This resolution adds the purchase of an excavator to the Road Department’s 2024 CIP. Funding for the \$264,289.09 purchase of the excavator will come from the agreement with Consumer’s Energy, with will contribute \$6mil in funding over two years for the Road Department to remove abandoned gas lines from under County roads.

See memo for details.

6e. Road Department – Resolution to Approve Stop Sign Traffic Control Orders for Various Roads in the Edgemont Park Subdivision

This resolution approves various stop sign traffic control orders in the Edgemont Park Subdivision.

See memo for details.

Additional Items:

- 1. Farmland and Open Space Preservation Board – Interviews**
- 2. Economic Development Corporation Board of Directors – Interviews**
- 7. Controller’s Office – Consult with Counsel Pursuant to MCL 15.268(1)(h) (Closed Session)**

TO: Ingham County Board of Commissioners
FROM: Chief Deputy County Clerk Scott Hendrickson
DATE: March 14, 2024
SUBJECT: Resolution to Film 2024 County Clerk Public Service Announcements

BACKGROUND

Election Law is ever changing and there are many new provisions in state statute relating to ballot initiatives that have been passed in recent years on the subject of voting. These materially impact the way voters are able to vote and how they interact with their local clerk and their County Clerk’s office.

Because these changes can be confusing and there are very few centralized options as to where voters can receive information on these changes, Clerk Byrum is seeking to film and distribute several Public Service Announcements regarding these changes and other facets of the Clerk’s office that have changed recently. An example of another topic will be the Clerk’s new Self-Service system, which allows customers to request records through an online portal.

Due to the size of the expenditure, quotations were solicited by the Clerk’s Office for this work. A summary of those quotations is below:

Bidder	Quoted Cost	Address	Ingham County
Sleekfire	\$ 8,600	117 E. Walker St. St Johns, MI 48879	N
Good Fruit	\$ 7,500	2501 Coolidge Rd. Ste 302 East Lansing, MI 48823	Y
Unodeuce Multimedia	\$ 14,300	PO Box 10105 Lansing, MI 48901	Y
Overneath Creative	\$ 14,795	4000 Portage St. GL2 Kalamazoo, MI 49001	N

Clerk Byrum prefers to use Ingham County vendors when possible, which narrows the possible respondents to Good Fruit and Unodeuce Multimedia. Of these two vendors, Clerk Byrum has contracted with both in the past and the work product from Unodeuce Multimedia is superior in the Clerk’s experience. Given that history and that the bid came in within the Clerk’s budget of \$15,000, Clerk Byrum recommends selecting Unodeuce Multimedia, and has indicated as such in her resolution accompanying this memo.

FINANCIAL IMPACT

Clerk Byrum included a \$15,000 budgetary line item for 2024 for this PSA project through line item 10121500 901000 that was approved by the Board of Commissioners in the 2024 County Budget.

ALTERNATIVE

The Board could choose not to pass this resolution and Clerk Byrum would not have the opportunity to inform the voting public of the changes in election law in the aforementioned way.

RECOMMENDATIONS

I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO FILM 2024 COUNTY CLERK PUBLIC SERVICE ANNOUNCEMENTS

WHEREAS, the County Clerk is constantly seeking out new ways for her Office to provide additional information and offerings to the public; and

WHEREAS, as a result of the passage of Proposal 2 of 2022, and the enabling legislation passed by the Legislature in 2023, election law in Michigan has seen numerous changes over the last several years; and

WHEREAS, this new legislation changed the way voters can vote in our elections, offering new and varied options including nine days of early voting before every state and federal election; and

WHEREAS, as an election official, the County Clerk feels an obligation to disseminate information to the public regarding their new options; and

WHEREAS, more people are getting their information from videos and social media than ever before; and

WHEREAS, the County Clerk has had a positive experience disseminating information to the public through the use of video Public Service Announcements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves selecting Unodeuce Multimedia to provide filming, editing and video production services and authorizes Clerk Byrum to enter into a contract with Unodeuce Multimedia for an amount not to exceed \$15,000.

BE IT FURTHER RESOLVED, that this agreement shall be funded by the Ingham County Clerk's Advertising line item (101-21500-901000).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget required as a result of this resolution.

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

Agenda Item 4a

TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: March 19, 2024
SUBJECT: Resolution - Dark fiber extension for Office of the Public Defender
For the meeting agendas of April 2nd, 3rd, and 9th, 2024

BACKGROUND

The Ingham County Office of the Public Defender will be moving in the future to a different building, but until that happens, they will continue to lease their current building at 320 North Washington Square in Lansing. In order to continue to access Ingham County's data network, they will need to extend the use of a data circuit robust enough to support the many IT systems that they will use which includes telephones, networked PCs, surveillance cameras, and a cloud based public defender records system.

ALTERNATIVES

The line could be allowed to revert to list pricing which would greatly increase the cost.

FINANCIAL IMPACT

Funds for this project are provided via the MIDC grant for the Public Defender's office. The recurring monthly costs of approximately \$1,600 per month will be paid out of the Public Defender's Telephone fund #26028200-921050.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to enter into an agreement with Zayo Group to continue monthly service for up to one year in the amount not to exceed \$21,000.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE CONTINUATION OF DARK FIBER FROM ZAYO GROUP

WHEREAS, Ingham County's Public Defender's office is moving to a new location; and

WHEREAS, there continues to be a need for data network connectivity back to the County's network while still in the current location; and

WHEREAS, a dark fiber solution is currently in place and meets all data connectivity needs while providing the best price for performance; and

WHEREAS, the Michigan Indigent Defense Commission (MIDC) grant for the Public Defender's office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the continuation of dark fiber services from Zayo Group for up to one year in an amount not to exceed \$21,000.

BE IT FURTHER RESOLVED, that the recurring monthly fees will be paid from the Public Defender's Telephone fund (26028200-921050).

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 4b

TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: March 21, 2024
SUBJECT: Virtual Meeting Software License Renewals
For the meeting agendas of April 2nd, 3rd, and 9th, 2024

BACKGROUND

In 2020, Ingham County required software to conduct virtual meetings. Reflecting State recommendations and best practices, software was licensed to allow these meetings take place virtually. These licenses expire in April, 2024.

The renewal for the licenses is on the preapproved contract Resolution #23-570, but the price came in above our preapproved amount. This Resolution is to approve the new price which came in at an additional \$5,056.00 due to increased license counts above the usual increase.

ALTERNATIVES

Until we are able to discontinue virtual meetings or switch over to a different platform, we will need to continue with this software package.

FINANCIAL IMPACT

The funding for this support renewal is budgeted and will come from the County's Innovation and Technology Department's Network Fund #636-25810-932030. This was quoted under the State of Michigan MiDeal Contract.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to renew via purchase order the remote software from CDW-G in the amount not to exceed \$20,600.00.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF VIRTUAL MEETING SOFTWARE
FROM CDWG**

WHEREAS, Ingham County has continued need of software to conduct meetings virtually; and

WHEREAS, the application chosen to conduct said meetings has been working well; and

WHEREAS, the current licensing and support on this software expires in April, 2024; and

WHEREAS, Resolution #23-570 approved a contract with CDWG for virtual meeting software in the amount of \$15,544 for 2024; and

WHEREAS, this contract price was set prior to a finalized estimate from CDWG, which is an additional \$5,056 over the estimated amount in Resolution #23-570; and

WHEREAS, this expenditure has been planned for and budgeted and will continue to address Ingham County's need to conduct meetings virtually.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of virtual meeting software for one year from CDWG in the amount not to exceed \$20,600.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Network Fund (#636-25810-932030).

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

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

Agenda Item 5a

TO: County Service and Finance Committees
FROM: Glen Canning, Facilities Director
DATE: March 19, 2024
SUBJECT: Notice of Emergency Purchase Order for Ingham County Youth Center Security Door Replacement

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

An emergency purchase order is necessary to replace two doors and their hardware at the Ingham County Youth Center. The cost per door is \$3,399, and installation fees are \$1,600 per door. This brings the total cost for the project to \$9,998. The purchase order was issued to Metal Frames Inc.

Funds for this purchase are available in Line Item #264-66400-978000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5b

TO: County Service and Finance Committees

FROM: Glen Canning, Facilities Director

DATE: March 18, 2024

SUBJECT: Notice of Emergency Purchase Order for Ingham County Youth Center Lower Security Fence

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

The replacement of the lower portion of the security fence at the Ingham County Youth Center has been identified as necessary, following the discovery that it also fails to adequately prevent escapes from the courtyard area. The cost for this additional replacement project is \$109,340. The purchase order was issued to Dewitt Fence Company.

Funds for this purchase are available in Line Item #264-66400-978000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5c

TO: County Service and Finance Committees

FROM: Glen Canning, Facilities Director

DATE: March 18, 2024

SUBJECT: Notice of Emergency Purchase Order for Replace the Reception Counters at the Veterans Affairs Office

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

Due to safety concerns, the Veterans Affairs requested the replacement of two reception counters. Therefore, an emergency purchase order was issued to Laux Construction for this replacement. The total cost of replacing the two reception counters is \$13,810.

Funds for this purchase are available in Line Item #631-23304-932000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5d

TO: County Service and Finance Committees

FROM: Glen Canning, Facilities Director

DATE: March 18, 2024

SUBJECT: Notice of Emergency Purchase Order for Ingham County Youth Center Privacy Screening

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

The replacement of the Privacy Screening at the Ingham County Youth Center is necessitated by its inadequacy in preventing escapes from the courtyard area. The estimated cost for this replacement project is \$6,070. The purchase order was issued to Dewitt Fence Company.

Funds for this purchase are available in Line Item #264-66400-978000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5e

TO: County Service and Finance Committees

FROM: Glen Canning, Facilities Director

DATE: March 18, 2024

SUBJECT: Notice of Emergency Purchase Order for Ingham County Youth Center Upper Security Fence

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

The replacement of the upper portion of the security fence at the Ingham County Youth Center is required due to its inability to prevent escapes from the courtyard area effectively. The estimated cost for this replacement project is \$55,870. The purchase order was issued to Dewitt Fence Company.

Funds for this purchase are available in Line Item #264-66400-978000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5f

TO: County Service and Finance Committees

FROM: Glenn Canning, Facilities Director

DATE: March 19, 2024

SUBJECT: Notice of Emergency Purchase Order for Hilliard Building Flange Bolt Replacement

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

The replacement of rusted and failing bolts on the flange within the Hilliard Building's tunnel is urgent to prevent potential flooding. Addressing this issue promptly is critical for maintaining the building's safety. The repair costs are anticipated to be no more than \$3,300. The purchase order was issued to Myers Plumbing & Heating, Inc.

Funds for this purchase are available in Line Item 101-23303-932000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5g

TO: County Service and Finance Committees

FROM: Glenn Canning, Facilities Director

DATE: March 19, 2024

SUBJECT: Notice of Emergency Purchase Order for Hilliard Building Glycol Line Replacement

This memo informs you that an emergency purchase order was made before receiving approval from the County Service and Finance Committees.

The urgent replacement of the failing glycol line between the Hilliard Building and the Mason Historical Courthouse has been completed, involving the replacement of 30 feet of Schedule 30 pipe in the tunnel by Myers Plumbing & Heating Inc. This action was necessary to prevent further damage and ensure the cooling system's operational efficiency. The total cost for the repair and glycol refill amounted to \$19,889.

Funds for this purchase are available in Line Item 101-23303- 932000.

Both the Controller and Purchasing Department approved this purchase.

Respectfully,

Glenn Canning
Facilities Director

Agenda Item 5h

TO: Board of Commissioners, County Services & Finance Committees

FROM: Glenn Canning, Facilities Director

DATE: March 19, 2024

RE: Resolution to Authorize a Service Agreement with Accurate Controls Inc., at the Ingham County Justice Complex

For the meeting agendas of: April 2 & 3

BACKGROUND

The Ingham County Justice Complex has an electronic security system software that controls the cameras and doors in the facility. Routine maintenance of the system is critical to the operations of the building and in the event of a system failure, having a service agreement will help alleviate higher costs to fix the issue. Accurate Controls, Inc., submitted a proposal of \$56,508.18 for a three-year term that will cover 24/7 technical assistance by phone, an annual service visit and up to eight hours of programming.

ALTERNATIVES

The alternative would be to not approve leaving the potential for the system to fail costing more to fix any issues and affect the safety of those within the building.

FINANCIAL IMPACT

Funds are available in building maintenance line item #101-23303-931000.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a service agreement with Accurate Controls Inc., for the electronic security system at the Ingham County Justice Complex.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH ACCURATE CONTROLS INC.,
AT THE INGHAM COUNTY JUSTICE COMPLEX**

WHEREAS, the Ingham County Justice Complex has an electronic security system software that controls the cameras and doors in the facility; and

WHEREAS, routine maintenance of the system is critical to the operations of the building and in the event of a system failure, having a service agreement will help alleviate higher costs to fix the issue; and

WHEREAS, the Facilities Department and Ingham County Sheriff's Office recommends an agreement with Accurate Controls Inc., for a service agreement at the Ingham County Justice Complex for an amount of \$56,508.18 for a three-year term; and

WHEREAS, funds are available in the building maintenance line item #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Accurate Controls Inc., 420 E. Oshkosh St., Ripon, WI 54971, for the three-year term service agreement at the Ingham County Justice Complex for an amount not to exceed \$56,508.18.

BE IT FURTHER RESOLVED, that funding for the service agreement is available in the Facilities Department building maintenance line item #101-23303-931000.

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

TO: Board of Commissioners, County Services & Finance Committees

FROM: Glenn Canning, Facilities Director

DATE: March 19, 2024

RE: Resolution to Authorize a Service Agreement with Trane U.S. Inc., for the Chillers and Roof Top Units at Multiple County Facilities

For the meeting agendas of: April 2 & 3

BACKGROUND

The chillers and roof top units at the Human Services Building, Potter Park Zoo, Youth Center, Animal Control and Hilliard Building are in need of routine maintenance to ensure the units stay operational and keep building temperatures comfortable for staff and public. With having a service agreement any unit failure will have a savings of 12 to 18 percent compared to run-to-fail.

Trane, who is on the Omnia co-operative agreement therefore three quotes are not required per the Ingham County Purchasing Policy, submitted a proposal of \$78,896 for a three-year term to cover six chillers and three roof top units.

ALTERNATIVES

The alternative would be to not approve leaving the potential for the units to completely fail when it is needed to keep the building temperatures comfortable and costing more to make the repairs.

FINANCIAL IMPACT

Funds are available in building maintenance contractual line items.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a service agreement with Trane U.S. Inc., for the chillers and roof top units at multiple County facilities.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH TRANE U.S. INC.,
FOR THE CHILLERS AND ROOF TOP UNITS AT MULTIPLE COUNTY FACILITIES**

WHEREAS, the chillers and roof top units at the Human Services Building, Potter Park Zoo, Youth Center, Animal Control and Hilliard Building are in need of routine maintenance to ensure the units stay operational and keep building temperature comfortable for staff and public; and

WHEREAS, with having a service agreement, any unit failure will have a savings of 12 to 18 percent as compared to run-to-fail; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the Omnia co-operative agreement contract do not require three quotes; and

WHEREAS, Trane U.S. Inc., is on the Omnia co-operative agreement contract; and

WHEREAS, the Facilities Department recommends a service agreement with Trane U.S. Inc., for the chillers and roof top units at multiple County facilities for \$78,896 for a three-year term; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a service agreement with Trane U.S. Inc., 3350 Pine Tree Road, Lansing, Michigan 48911, for the chillers and roof top units at multiple County facilities for an amount not to exceed \$78,896 for a three-year term.

BE IT FURTHER RESOLVED, that funding for the service agreement is available in the Facilities Department maintenance contractual line item budget.

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

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: March 19, 2024

SUBJECT: Proposed Resolution to Authorize Agreements with Alaiedon, Ingham, Leroy, and Wheatfield Townships for the 2024 Local Road Program

For the Meeting Agendas of April 2, 3 and 9

BACKGROUND

As provided in Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as the township, millage or special assessment district. In Ingham County, 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.

Alaiedon Township, Ingham Township, Leroy Township, and Wheatfield Township have coordinated with the Road Department to schedule work for the 2024 construction season. The attached table provides details regarding the 2024 funding allocations 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.

Several other discussions are in progress with the townships, so additional resolutions 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 \$151,075 for these four townships is included in the adopted 2024 Road Fund Budget. The work listed in the attached table is proposed to be done by the Road Department for Alaiedon Township, Ingham Township, Leroy Township, and Wheatfield Township. Any project costs exceeding the capped match amounts from the Road Department will be each township's financial responsibility.

OTHER CONSIDERATIONS

This is the third group of 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 Local Road Program Agreements with Alaiedon, Ingham, Leroy, and Wheatfield Townships.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH ALAIEDON, INGHAM, LEROY, AND WHEATFIELD TOWNSHIPS FOR THE 2024 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 a 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, Alaiedon Township, Ingham Township, Leroy Township, and Wheatfield Township have coordinated with the Road Department to schedule work for the 2024 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2024 construction season; and

WHEREAS, the Road Department shall only charge for materials and vendor expenses for 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 \$151,075 combined for these four townships is included in the adopted 2024 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with Alaiedon Township, Ingham Township, Leroy Township, and Wheatfield Township for the 2024 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the respective township projects up to the capped allocation amounts as shown in the attached table with the combined total of all said matches not to exceed the sum of \$151,075.

BE IT FURTHER RESOLVED, that the Road Department shall invoice each respective township for their portion of the project costs 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.

2024 Local Road Program (LRP)

Township	Match Balance Thru 2023	2024 ICRD Match Allocation	Total 2024 Match Available	Proposed 2024 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Alaiedon	\$0.00	\$45,000.00	\$45,000.00	Chip seal and fog seal on Stillman Rd (Dobie Rd to Meridian Rd), Dobie Rd (Sandhill Rd to Stillman Rd), Lamb Rd (Hagadorn Rd to Okemos Rd), and Harper Rd (College Rd to Okemos Rd).	\$166,678.99	\$121,678.99	\$45,000.00
Ingham	\$0.00	\$33,300.00	\$33,300.00	Gravel Reshaping on Osborne Rd (M-36 to Swan Rd).	\$66,600.00	\$33,300.00	\$33,300.00
Leroy	\$0.00	\$45,000.00	\$45,000.00	HMA Overlays on House Rd (Frost Rd to Dennis Rd), Van Orden Rd (Alchin Rd to Wallace Rd), and Meech Rd (Noble Rd to Holt Rd in coordination with Wheatfield Township).	\$386,219.00	\$341,219.00	\$45,000.00
Wheatfield	\$0.00	\$33,300.00	\$33,300.00	HMA overlay on Meech Rd (Noble Rd to Holt Rd in coordination with Leroy Township).	\$55,550.00	\$27,775.00	\$27,775.00

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: March 19, 2024

SUBJECT: Proposed Resolution to Authorize Agreements with the City of Leslie, City of Mason, and the City of Williamston for the 2024 Pavement Marking Program

For the meeting agendas on April 2, 3 and 9

BACKGROUND

This memo contains a recommendation for the Board of Commissioners to approve individual agreements with the City of Leslie, City of Mason, and the City of Williamston for the 2024 Waterborne Pavement Marking Program.

The Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program. The scope of work for the Waterborne Pavement Marking Program consists of installing retro-reflective white and yellow longitudinal pavement markings to define roadway lane lines. The scope of work for the Cold Plastic Pavement Marking Program consists of installing retro-reflective white cold plastic pavement markings such as text, arrows, school symbols, crosswalks and stop bars.

In 2022, the Road Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #36-22. The bids were reviewed by the Purchasing and Road Departments, and both Departments were in agreement that the bidders’ proposals met all necessary qualifications, specifications, and requirements. Per Board Resolution #22-167, an agreement was authorized with Michigan Pavement Markings, LLC. Per Board Resolution #23-567, the agreement was extended at the same unit prices for the 2024 season.

Annually, the Road Department invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the pavement marking program, for which they pay for the work performed on the roads within their jurisdiction. The estimated 2024 pavement marking costs for the City of Leslie, City of Mason, and the City of Williamston are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,149.20
City of Mason:	\$5,146.56
City of Williamston:	\$2,815.00

ALTERNATIVES

The cities and villages can enter individual agreements with their own pavement marking contractors, but their unit prices would be much higher than those received through the Road Department contract. Historically, the Road Department has offered this option to all of the cities and villages within Ingham County, but only Leslie, Mason, Williamston, and Webberville have participated in the program. This year there are also ongoing discussions with the City of East Lansing to be included in the 2024 pavement marking program.

FINANCIAL IMPACT

There is no financial impact to the Road Department, as each of the agencies are invoiced actual costs for work performed within their jurisdiction through the countywide Pavement Marking Program.

OTHER CONSIDERATIONS

This is the first group of Pavement Marking agreements in 2024. Others will be forthcoming as the Village of Webberville and the City of East Lansing continue discussions with the Road Department.

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to enter into agreements with the City of Leslie, City of Mason, and the City of Williamston for the 2024 Pavement Marking Program.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS
**RESOLUTION TO AUTHORIZE AGREEMENTS
WITH THE CITY OF LESLIE, CITY OF MASON, AND THE
CITY OF WILLIAMSTON
FOR THE 2024 PAVEMENT MARKING PROGRAM**

WHEREAS, the Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program; and

WHEREAS, in 2022, the Purchasing Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #36-22; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-167 authorizing an agreement with Michigan Pavement Markings, LLC for the 2022 pavement marking program; and

WHEREAS, the agreement for the 2022 pavement marking program contained a provision to extend the contract, at the same unit prices as the original agreement, provided both parties agree; and

WHEREAS, Michigan Pavement Markings, LLC agreed to the agreement extension for the 2024 pavement marking program, holding their prices at the original unit prices contained in the 2022 agreement; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #23-567 authorizing an extension of the agreement for the 2024 pavement marking program; and

WHEREAS, the Road Department annually invites the City of Leslie, City of Mason, and the City of Williamston to participate in the Pavement Marking Program as an economical solution to place pavement markings on roads within their jurisdiction; and

WHEREAS, the estimated 2024 pavement marking costs for the City of Leslie, City of Mason, and the City of Williamston are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,149.20
City of Mason:	\$5,146.56
City of Williamston:	\$2,815.00; and

WHEREAS, the Road Department will invoice the City of Leslie, City of Mason, and the City of Williamston for all costs for work performed on the roads within their jurisdictions, at no additional cost to the Road Department budget; and

WHEREAS, the County on behalf of the Road Department, will enter into individual agreements with the City of Leslie, City of Mason, and the City of Williamston.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into individual agreements with the City of Leslie for an estimated cost of \$3,149.20, the City of Mason for an estimated cost of \$5,146.56, and the City of Williamston for an estimated cost of \$2,815.00 for the 2024 Pavement Marking Program and at no additional cost to the Road Department.

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

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

FROM: Neal Galehouse, Director of Engineering
Road Department

DATE: March 19, 2024

SUBJECT: Proposed Resolution to Authorize a Bituminous Pavement Agreement with Okemos Grand Reserve, LLC for Extending Paved Limits of Powell Road

For the Meeting Agendas of April 2, 3 and 9

BACKGROUND

The Grand Reserve is a proposed residential development located north of Grand River Avenue, east of Central Park Drive, and west of Powell Road, in Section 22 of Meridian Township. Powell Road is paved from Grand River Avenue to the north a distance of approximately 1,575 feet. The majority of Powell Road adjacent to the development is a gravel road. Meridian Township has required that the proprietor (Okemos Grand Reserve, LLC) extend the paved portion of Powell Road from its current limits approximately 730 feet to the northernmost limit of the Grand Reserve development (Parcel #33-02-02-22-276-009), subject to the approval of the Road Department.

The Road Department has reviewed the site plan and finds it to be in accordance with Road Department design standards. Therefore, the Road Department recommends extending the paving limits of Powell Road approximately 730 feet to the north.

The proprietor has provided an escrow deposit in the amount of \$130,478.82 to guarantee that they will extend Powell Road to the northernmost limits of the Grand Reserve development at their expense within the next two years.

ALTERNATIVES

If a bituminous pavement agreement is not authorized, the gravel portion of Powell Road adjacent to the development will remain a gravel road.

FINANCIAL IMPACT

The bituminous pavement agreement will ensure the extension of the paved portion of Powell Road is fully completed within 2 years at the proprietor's cost.

OTHER CONSIDERATIONS

None

RECOMMENDATION

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

Introduced by the County Services Committee and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A BITUMINOUS PAVEMENT AGREEMENT WITH OKEMOS GRAND RESERVE, LLC FOR EXTENDING THE PAVED LIMITS OF POWELL ROAD

WHEREAS, a new residential development known as Grand Reserve has been proposed for construction on a 33-acre site north of Grand River Avenue, east of Central Park Drive, and west of Powell Road, in Section 22 of Meridian Township, Ingham County, Michigan; and

WHEREAS, Powell Road is currently paved from Grand River Avenue to approximately 1,575 feet north of Grand River Avenue, while the portion of Powell Road north of that location is currently a gravel road; and

WHEREAS, Meridian Township passed a resolution on December 13, 2022 to approve Special Use Permit #22-091 which required the proprietor to extend the paved portion of Powell Road from its current limits approximately 730 feet to the northernmost limit of the Grand Reserve development, subject to the approval of the Road Department; and

WHEREAS, the Road Department has reviewed the Grand Reserve site plan and finds it to be in accordance with design standards; and

WHEREAS, the Road Department recommends extending the paved portion of Powell Road approximately 730 feet to the northernmost limits of Parcel #33-02-02-22-276-009 at the full expense of the proprietor; and

WHEREAS, the proprietor, Okemos Grand Reserve, LLC has provided an escrow deposit in the amount of \$130,478.82 to guarantee the completion of the Powell Road paving to the northernmost limits of Parcel #33-02-02-22-276-009 as part of the development; and

WHEREAS, the bituminous pavement agreement shall define the requirements of Okemos Grand Reserve, LLC to extend the paved portion of Powell Road within the next two years as part of the Grand Reserve development.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a bituminous pavement agreement with Okemos Grand Reserve, LLC, located at 2502 Lake Lansing Road, Suite C, Lansing, MI 48912 to extend the paved portion of Powell Road from its present location to the northernmost limits of Parcel #33-02-02-22-276-009 as part of the Grand Reserve development within two years from the adoption date of this resolution.

BE IT FURTHER RESOLVED, that Okemos Grand Reserve, LLC has provided an escrow deposit in the amount of \$130,478.82 to guarantee the completion of the Powell Road paving.

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.

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: March 21, 2024

SUBJECT: Proposed Resolution to Authorize an Addition to the Road Department 2024 Capital Improvement Projects to Purchase an Excavator

For the Meeting Agendas of April 2, 3 and 9

BACKGROUND

Consumer's Energy is in the process of a multi-year project to upgrade their pipeline crossing through Ingham County. As a result of project negotiations, Consumers Energy provided over \$3,000,000 to make improvements to the local roads impacted by construction operations for their work occurring in 2023-2024 (Phase 1). This contribution also included costs for Road Department staff to remove the abandoned gas mains crossing under various roads at the completion of the Phase 1 project.

Consumer's Energy is planning to start Phase 2 (2024-2025) of their project in Ingham County. Again, Consumer's Energy will be contributing over \$3,000,000 to repair local roads impacted and for the Road Department to remove abandoned gas mains under various roads in 2025. This revenue will be reflected in the proposed 2025 Road Fund budget.

When the negotiations took place in 2023 for work to occur in 2024, the expectation was that the Road Department would rent an excavator for the summer to perform the work associated with removing abandoned gas mains and reconstructing the impacted roadways. Now that negotiations are taking place for the same work to occur in 2025, the Road Department realized a significant percentage of the total cost to purchase an excavator would be paid in rental fees over two summers. By purchasing the excavator instead of renting for two summers, the Road Department will be able to perform large projects in-house instead of having to rent an excavator or hire a contractor to perform the work, ultimately saving on project costs.

ALTERNATIVES

Rent an excavator on a project by project basis, but this is a costlier option for the Road Department starting in year 3.

FINANCIAL IMPACT

No additional funds are required, as Consumer's Energy provided unrestricted funds as a condition of the work they are performing within Ingham County for their multi-year pipeline upgrade project.

The expected life cycle of an excavator is 7,000-10,000 hours, equating to approximately 35 years of benefit to the Road Department.

OTHER CONSIDERATIONS

None

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ADDITION TO THE ROAD DEPARTMENT
2024 CAPITAL IMPROVEMENT PROJECTS TO PURCHASE AN EXCAVATOR**

WHEREAS, Consumer's Energy contributed over \$3,000,000 in unrestricted funds for impacts resulting from Phase 1 of their pipeline upgrade work occurring within Ingham County; and

WHEREAS, the funding was provided to the Road Department to repair impacted local roads and to remove abandoned gas mains under county roads at the completion of the Phase 1 work, which included renting an excavator in 2024; and

WHEREAS, Consumer's Energy plans to commence Phase 2 of their pipeline upgrade project and will be contributing funds to the Road Department to perform the same work described above at the completion of Phase 2 in 2025; and

WHEREAS, the cost to rent an excavator for two summers would be comparable to the purchase of a new excavator; and

WHEREAS, the purchase of a new excavator was not included by the Road Department as a Capital Improvement Project for the 2024 Budget; and

WHEREAS, the Consumer's Energy funds are unrestricted and can be redirected towards the purchase of an excavator, at no additional cost to the Road Department, enabling the Road Department to perform large projects without the future need to rent an excavator or hire a contractor to perform the work; and

WHEREAS, the Road Department requests the purchase of an excavator be added as a Capital Improvement Project within the 2024 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an addition to the Ingham County Road Department 2024 Capital Improvement Project budget, in the amount of \$264,289.09, for the purchase of an excavator with funds provided by Consumer's Energy.

TO: Board of Commissioners and County Services Committee

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: March 19, 2024

SUBJECT: Proposed Resolution to Approve Stop Sign Traffic Control Orders for Various Roads in the Edgemont Park Subdivision

For the Meeting Agendas on April 2 and 9

BACKGROUND

Periodically, Road Department staff will review subdivisions to confirm if the existing traffic control signs are appropriate for the conditions at each intersection, as required per state statute (MCL 257.610). Evaluations include, but are not limited to, sight distance, traffic volumes, and crash history.

Recently, an evaluation was performed in the Edgemont Park subdivision located in Section 7 of Meridian Charter Township. It was determined that the following changes are necessary, as none of the following intersections contain stop signs:

- Boynton Road at Gould Road - Install a stop sign (no existing signage)
- Gould Road at Timber Drive - Install a stop sign (no existing signage)
- Timber Drive at Morris Avenue - Install a stop sign (no existing signage)
- Hagen Street at Morris Avenue - Install a stop sign (no existing signage)
- Hagen Street at Andrus Avenue - Install a stop sign (no existing signage)
- Sylvan Road at Mitchel Avenue - Install a stop sign (no existing signage)
- Macon Avenue at Morris Avenue - Install a stop sign (no existing signage)
- Cornelia Way at Morris Avenue - Install a stop sign (no existing signage)
- Cornelia Way at Mitchel Avenue - Install a stop sign (no existing signage)
- Overlea Drive at Morris Avenue - Install a stop sign (no existing signage)
- Overlea Drive at Mitchel Avenue - Install a stop sign (no existing signage)
- Andrus Avenue at Macon Avenue - Install a stop sign (no existing signage)
- Fitting Avenue at Macon Avenue - Install a stop sign (no existing signage)
- Pendleton Drive at Macon Avenue - Install a stop sign (no existing signage)
- Pendleton Drive at Fitting Avenue - Install a stop sign (no existing signage)
- Upton Road at Fitting Avenue - Install a stop sign (no existing signage)
- Andrus Avenue at Upton Road - Install a stop sign (no existing signage)

In order for the above listed stop signs to become legally enforceable, the Board of Commissioners will need to approve the associated Traffic Control Orders (TCO) recommended by the Road Department and authorize the execution of the TCOs by the Board Chairman. After the TCOs are filed with the Clerk’s Office, the signs will be installed by the Road Department and will have the force of law.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The costs to install the stop signs at the above intersections are included in the 2024 Road Fund budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the resolution to execute Traffic Control Orders for the installation of stop signs in the Edgemont Park Subdivision.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS FOR
VARIOUS ROADS IN THE EDGEMONT PARK SUBDIVISION**

WHEREAS, the Road Department is responsible for placing and maintaining traffic control devices located on roads within their jurisdiction; and

WHEREAS, the Road Department has evaluated the intersections within the Edgemont Park subdivision located in Section 7 of Meridian Charter Township and determined stop signs are necessary in several locations as described herein; and

WHEREAS, the Road Department recommends stop signs to be installed on Boynton Road at Gould Road, Gould Road at Timber Drive, Timber Drive at Morris Avenue, Hagen Street at Morris Avenue, Hagen Street at Andrus Avenue, Sylvan Road at Mitchel Avenue, Macon Avenue at Morris Avenue, Cornelia Way at Morris Avenue, Cornelia Way at Mitchel Avenue, Overlea Drive at Morris Avenue, Overlea Drive at Mitchel Avenue, Andrus Avenue at Macon Avenue, Fitting Avenue at Macon Avenue, Pendleton Drive at Macon Avenue, Pendleton Drive at Fitting Avenue, Upton Road at Fitting Avenue, and Andrus Avenue at Upton Road.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Boynton Road at the intersection of Gould Road located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Gould Road at the intersection of Timber Drive located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Timber Drive at the intersection of Morris Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Hagen Street at the intersection of Morris Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Hagen Street at the intersection of Andrus Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Sylvan Road at the intersection of Mitchel Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Macon Avenue at the intersection of Morris Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Cornelia Way at the intersection of Morris Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Cornelia Way at the intersection of Mitchel Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Overlea Drive at the intersection of Morris Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Overlea Drive at the intersection of Mitchel Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Andrus Avenue at the intersection of Macon Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Fitting Avenue at the intersection of Macon Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Pendleton Drive at the intersection of Macon Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Pendleton Drive at the intersection of Fitting Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Upton Road at the intersection of Fitting Avenue located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order to install a stop sign for traffic on Andrus Avenue at the intersection of Upton Road located in Section 7 of Meridian Charter Township.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the Traffic Control Orders on behalf of the County.