

CHAIRPERSON
MARK GREBNER

VICE-CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM
DON VICKERS

FINANCE COMMITTEE
ANDY SCHOR, CHAIR
PENELOPE TSERNOGLOU
DEB NOLAN
REBECCA BAHAR-COOK
BRIAN McGRAIN
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, NOVEMBER 2, 2011 AT 5:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [October 19, 2011 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office - Resolution to Use Approved 2011 Capital Improvement Funds to Purchase Paperless and Imaging Software Programs and Hardware for [Central Records](#) of the Ingham County Sheriff's Office
2. Controller/Administrator's Office - Resolution Authorizing the Ingham County Sheriff's Office to Transfer the Assignment of Granted [Easement](#) and the Sale of Existing Radio Tower to the Ingham County Road Commission
3. Ingham County Office of Homeland Security and Emergency Management
 - a. Resolution to Accept the Michigan State Police 2011 [Hazard Mitigation Grant](#) & Enter into Subcontract with the Tri-County Regional Planning Commission to Update the Hazard Mitigation Plan
 - b. Resolution to Enter into a Contract with the City of Lansing and to Accept the FY 2010 [Homeland Security Grant](#) Program Funds
4. Community Corrections Advisory Board - Resolution Authorizing Entering into a Subcontract with [Northwest Initiative](#) for Day Reporting Program Services for FY 2011-2012
5. Circuit Court/Family Division
 - a. Resolution for Authorization to Enter into a Three Year Contract with Various [Residential Placements](#)
 - b. Resolution to Authorize a Michigan Community Service Commission [AmeriCorps Grant Position](#) Placement for the Family Division of Circuit Court
6. Probate Court - Resolution to Approve Contracts for [Attorney Services](#) for Probate Court in Guardian Ad Litem Matters

7. Financial Services - Resolution to Authorize a Contract for [Self Funded Worker's Compensation Third Party Administration](#)

8. Facilities
 - a. Resolution Authorizing a Contract with [Pleune Service Company](#) for the Replacement of the Chiller at the Hilliard Building in Mason as Well as Authorizing a Line Item Transfer to Ensure Appropriate Funds are Available
 - b. Resolution to Request Authorization to Purchase Equipment Materials Needed to Retro Fit the [Lighting](#) at the Human Services Building

9. Parks Department
 - a. Resolution Authorizing Changes to the Scope of the Hawk Island [Snow Boarding Hill](#) and Supporting the Formation of a Partnership Between Urban Snowparks, LLC and the Friends of Ingham County Parks
 - b. Resolution Approving Amendment #4 with the Department of Natural Resources to Develop a [Snow Tubing Hill](#) at Hawk Island Park
 - c. Resolution Authorizing a Contract Amendment with the Potter Park Zoological Society to Appoint [Sherrie Graham](#) as the Interim Zoo Director

10. Board Referrals
 - a. Resolution from [Van Buren County](#) Board of Commissioners Regarding the Elimination of Personal Property Taxes
 - b. Letter from Department of Planning and Neighborhood Development Board Regarding City of Lansing Notice of Public Hearing on the [Design Lansing Comprehensive Plan](#)

Announcements
Public Comment
Adjournment

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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

FINANCE COMMITTEE
October 19, 2011
Minutes

Members Present: Andy Schor, Penelope Tsernoglou, Deb Nolan, Rebecca Bahar-Cook, Brian McGrain, Steve Dougan, and Board Chairperson Grebner

Members Absent: None

Others Present: Teri Morton, Mary Lannoye, Jill Rhode, Dean Sienko, Debra Brinson, Jayson Welter, Joyce de Jong, Mike Pathfinder, Eric Schertzing, Willis Bennett, and others

The meeting was called to order by Chairperson Schor at 5:34 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the October 5, 2011 Minutes

The October 5, 2011 Minutes were approved as submitted.

Additions to the Agenda

- 1e. Substitute - Resolution to Appoint Dr. Joyce DeJong to the Position of Chief Medical Examiner and to Amend the Existing Agreement with Sparrow Hospital for Medical Examiner Services
- 1f. Pulled - Resolution to Implement the Patient Centered Medical Home Model of Care
- 5. Substitute - Resolution Appointing the Ingham County Health Officer
- 6b. Substitute - Approval of a Settlement Agreement - Closed Session (*Materials to be Distributed Under Separate Cover*)

Limited Public Comment

None.

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

- 1. Health Department
 - a. Resolution to Authorize an Agreement with the Tri County Planning Commission to Work on the Complete Streets Initiative
 - d. Resolution to Amend the Fee for Special Transitory Food Unit License Renewals
 - e. Resolution to Appoint Dr. Joyce DeJong to the Position of Chief Medical Examiner and to Amend the Existing Agreement with Sparrow Hospital for Medical Examiner Services

2. Financial Services - Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2012 and Authorizing Letters of Agreement with Bargaining Units
4. Controller/Administrator's Office
 - b. Facilities Line Item Transfer Request - HSB Lighting Conversion
5. Board of Commissioners - Resolution Appointing the Ingham County Health Officer
6. Treasurer
 - a. Resolution to Transfer All Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

1. Health Department
 - b. Resolution to Authorize Service Contracts with Licensed Dentists for 2012

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE SERVICE CONTRACTS WITH LICENSED DENTISTS FOR 2012.

Comm. Bahar-Cook asked why there are two different rates for the dentists at the two places. Dr. Sienko explained that the dentist at the jail does not have an assistant, and at last night's meeting it was mentioned that the jail is more of a challenge than the clinics. Comm. Bahar-Cook asked if he agreed it was more challenging. Dr. Sienko stated that not in the sense that a higher degree of knowledge is needed but the principal that the conditions are different in the jail. Board Chairperson Grebner noted that he was not speaking from real knowledge but in the past it has been said that medicines can be stolen, and exam tools taken, therefore, precautions need to be taken at the jail that would not need to be considered in a clinic.

Comm. Tsernoglou asked how an inmate obtains dental service at the jail, asking if a "kite" is sent, and is there a limit on the level of work done. Dr. Sienko stated the inmates do request service, and the service depends on priority and time available. Comm. Tsernoglou asked if the dentist at the jail is full time. Dr. Sienko stated the dentist has scheduled hours and is not full time. Comm. McGrain explained that only medically necessary cases are scheduled and prioritized. Cosmetic work is not performed.

Comm. Bahar-Cook asked if a block of time could be purchased much like attorneys and the medical examiner. Board Chairperson Grebner explained that over the years it has been done by contract or County employee.

Comm. Nolan stated that higher paid dentists have stayed longer, and is not convinced that the fees are enough to retain a dentist.

Comm. McGrain stated that when a dentist is hired consideration has been given to the quality of care the patient receives. Dr. Sienko agreed and stated there have not been issues with the dentists and there have been very few complaints.

MOTION CARRIED UNANIMOUSLY.

- c. Resolution to Authorize a Professional Services Agreement with Dentists for Services at the Jail

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE A PROFESSIONAL SERVICES AGREEMENT WITH DENTISTS FOR SERVICES AT THE JAIL.

MOTION CARRIED UNANIMOUSLY.

2. Financial Services - Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2012 and Authorizing Letters of Agreement with Bargaining Units.

Ms. Lannoye stated that although on the Consent Agenda, and in the interest of full disclosure together with the complexity of this Resolution she would like Ms. Rhode to provide an explanation.

Ms. Rhode explained this resolution does several things the first thing it does is approves the 2012 insurance rates agreed to with the unions.

Ms. Rhode explained the reason this was pulled last week is the Governor implemented the 1% state tax for claims and once this was done there was an increase in the employee's contribution which resulted in a change to benefits under the Health Reform Act thus losing the grandfather status. As a result of losing the grandfather status there is an increase to the 2012 premium rates. The County is recommending paying the increase because it is the result of the employee's contribution increase. Ms. Rhode noted the increase is a 50/50 split between the County and the employees. Ms. Lannoye clarified that the employees will share in the 1% state tax.

Ms. Rhode stated that the other reason this was pulled was to waive the dollar cap under Public Act 152 to comply with the 80/20 requirements. She noted that the County does meet the 80/20 requirement. Lastly, the COPS Trust rates were added.

Ms. Rhode stated that the union groups have voted and approved the rates.

Comm. Dougan thanked Ms. Rhode for the chart.

3. Parks Department - Resolution Authorizing an Increase in Admission Rates for the Potter Park Zoo

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING AN INCREASE IN ADMISSION RATES FOR THE POTTER PARK ZOO.

Mr. Bennett explained there are very few ways of increasing revenues and the increased fees are competitive. He stated that the admission for an adult at the Detroit Zoo is \$12.00, Binder Park in Battle Creek is \$13.00 and John Ball Park Zoo in Grand Rapids is \$9.00. He noted the County is considerably less than others in the state.

Comm. Schor asked if there is a breakdown of revenue through fees. Mr. Bennett estimated \$56,000 from adult residents at \$6.00, \$30,000 from children at \$3.00, and a small portion from resident adults on Mondays which is discounted \$1.00. Comm. Schor asked what the numbers were for the non-resident adults. Mr. Bennett stated that he did not have those numbers but in 2010 approximately 20,000 non-resident adults visited the Zoo and 35,000 residents adults visited. Mr. Bennett noted that out-of-county guests have mentioned the gap in admission fees. Comm. Bahar-Cook explained they do not pay the millage. Comm. Nolan expressed that she does not like raising the fees on the residents.

Comm. Bahar-Cook explained the zoo operations, staffing, improvements, along with the need for a Director and a Curator. She further explained that other entertainment venues have raised their rates.

Comm. McGrain asked why these fees were not addressed during the "Fee Schedule" meeting. Mr. Bennett stated this is typically not done until the end of the year, and is adjusted by the Zoo Board at a later date. Ms. Morton stated that it was on the "Fee Schedule" and the formula used showed it could have been increased but the decision was made not to. Comm. Bahar-Cook believed that to be true. Comm. McGrain stated that he was opposed to an unbalanced fee increase and changing the child age sends an inappropriate message. Comm. Bahar-Cook explained that the only increase last year was the out-of-county admission. Board Chairperson Grebner made the general observation that every fee is different and it is a normal part of the process to bring fees in-line with the competition. Comm. Schor noted that the fee increases were discussed last night and failed unanimously. He stated that he will not support a fee increase right now because the voters approved the millage and parking fees were increased, and to turn around and charge more in admission does not seem to be timely. He noted that the County has allocated more money to the Zoo than the city of Lansing did. Comm. Schor stated that he agreed with Comm. Vickers statement last night that everyone is making cuts and doing with less.

Comm. Bahar-Cook pointed out the AZA requires a zoo keeper per animal ratio, and the need for a director and a curator. She noted without the accreditation it would be a petting zoo. It is her opinion that the taxpayers did not vote for a petting zoo, and this is what needs to be done to keep the accreditation.

Comm. Schor stated that last night it was suggested that this money would be used for the director. Mr. Bennett stated not necessarily they are looking at a director, a curator and the cost of operations before the Zoo Board will make a decision. Comm. Bahar-Cook stated that a veterinarian is not acceptable as a Curator. Board Chairperson Grebner suggested that the County could get rid of a class of animals. Comm. Bahar-Cook noted there are costs to get rid of the animals, but she feels the residents voted for a larger zoo.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE RESOLUTION, IN THE THEREFORE BE IT RESOLVED, BY CHANGING THE ADMISSIONS FEES AS FOLLOWS: RESIDENT ADULT TO \$5.00, NON-RESIDENT ADULT TO \$13.00; CHILD \$2.00 AND THE AGE OF CHILDREN 3-16.

ADMISSION FEES		
Resident Adult	\$4	\$5
Non-Resident Adult	\$10	\$13
Children (ages 3-16) changes to (ages 3-12)	\$2 (Age 3-16)	\$2 (Age 3-16)

Comm. Nolan stated this makes her more comfortable.

MOTION CARRIED UNANIMOUSLY.

MOTION, AS AMENDED, CARRIED with Comms. Schor and Dougan Voting “no”.

4. Controller/Administrator’s Office
 - a. Ingham County 2012 General Appropriations Resolution

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE INGHAM COUNTY 2012 GENERAL APPROPRIATIONS RESOLUTION.

Ms. Morton explained the shortfall in the District Court budget is because the grant received for the Sobriety Court Program was less than anticipated. She noted the grant was awarded after the budget went through the Finance Committee. She explained that the Controller would like to give them time to find other funds through grant programs; however, if that can not be accomplished there is the possibility of using contingency funds in a quarterly adjustment if that is agreeable to the Finance Committee.

Ms. Morton stated that there has been Sobriety Court grant funding since 2008 and it has grown each year, furthermore, they have not used it to create new positions. Ms. Morton explained that the money has been used only for existing staffing further explaining the reduction of a position from full time to ¾ time in 2010 which was restored to a full-time position in 2011. They do have the option to reduce a probation officer to part time.

Comm. Schor expressed his concern that in almost all resolutions the language states the position is linked to the program grant funding and then about once a year when the funding ends that Department then comes to the Commissioners asking for funding of the position. He stated that he does appreciate that the Department Heads secure grants except there is a dilemma when there is a request to back fill a position every time a grant falls short or runs out. Comm. Schor suggested taking it out of their budget. Comm. Dougan stated that there have been requests to increase probation oversight fees. Comm. Schor stated that if they can't take it out of their budget they should consider raising their fees, but, that is a conversation for the Judiciary Committee. Comm. Bahar-Cook stated that the Judiciary Committee has asked the District Court to find it in their budget. She noted that the District Court has been proactive, and better at looking for ways to cut while other branches have been less flexible. For that reason she would like to spend a little time to work this out. Comm. Schor stated he agreed that the District Court is sensitive to the budget.

Board Chairperson Grebner stated the grant language included in the position allocation list notates 'this position is grant funded' and the incumbent is notified the position is only during the grant funding term and no action is needed by the Board of Commissioners. This is an underlying reality is the position is tied to the grant.

Comm. McGrain appreciates Comm. Bahar-Cook's position on the matter and her work on this. Comm. Schor stated if the District Court received notification a month ago there would have been a request for "Z" list funding.

Comm. Tsernoglou stated that increasing probation fees is more complicated than what it appears. When you increase fees sometimes people end up back in jail and it does not mean they are collectable. She stated she trusts the Judges when issuing fees. She noted that some people choose not to go to Sobriety Court because of the fees. Board Chairperson Grebner noted there are policy issues about probation fees.

Comm. Bahar-Cook referenced the September 14, 2011 meeting asking if the Committee was interested in having the District Court provide information regarding case loads and policy fees. She forwarded the minutes to Judge Boyd and he is willing to provide the information. The Committee did not feel it was necessary at this time.

Comm. Dougan referenced the 4th and 5th Be it Further Resolved under Public Act 264 of 1987 asking if the fractions were state law. Ms. Morton answered yes.

Clarification:

24th BIFR, or 13th BIFR on 3rd Page - BE IT FURTHER ~~RESOLVED~~- RESOLVED, that the Controller is directed to re-evaluate the amount of the Parks Director's time allocated to the Potter Park Zoo budget as part of the 2013 budget process.

MOTION CARRIED UNANIMOUSLY.

6. Treasurer
 - b. Approval of a Settlement Agreement - Closed Session (*Materials to be Distributed Under Separate Cover*)

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO BEGIN CLOSED SESSION FOR THE PURPOSE OF DISCUSSING A PENDING LEGAL OPINION.

MOTION CARRIED WITH THE FOLLOWING ROLL CALL VOTE: YEAS, COMMISSIONERS SCHOR, TSEKNOGLOU, NOLAN, BAHAR-COOK, MCGRAIN, AND DOUGAN.

The Committee returned to regular session.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO ENTER INTO A SETTLEMENT AGREEMENT TO RESOLVE PENDING LITIGATION, AND TO AUTHORIZE THE SIGNING OF DOCUMENTS TO SETTLE PENDING LITIGATION.

MOTION CARRIED UNANIMOUSLY.

Comm. Dougan asked how much goes to the convention bureau. Ms. Morton answered 80%.

7. Board Referral - Resolution from Bay County Board of Commissioners Opposing Personal Property Tax Repeal

The Board Referral was received and placed on file.

Announcements

Chairperson Schor announced that Mr. Bob Tresize is the new Executive Director of LEAP. Comm. McGrain stated he was pleased with the choice. Board Chairperson Grebner noted that Mr. Tresize's mother was a Commissioner.

Public Comment

None.

The meeting adjourned at approximately 6:40 p.m.

Respectfully submitted,

Julie Buckmaster

NOVEMBER 2, 2011 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office is recommending approval of the following resolutions:

1. Sheriff's Office - Resolution to Purchase Paperless and Imaging Software Programs and Hardware for Central Records of the Ingham County Sheriff's Office

This resolution authorizes Phase I of a phased approach to bring Imaging to the Sheriff's Office. This portion of the project will allow the Sheriff's Office Central Records Division to convert ALL their paperwork to electronic. They will be importing documents using 3 scanners, Hyland Virtual Print function, and Outlook Integration. They will be able to index these documents and 12 workstations will be able to view any and all of these documents dependant on security. MIS will create the document names, keyword, and integration with their jail management software per Sheriff's Office guidelines. The 2011 CIP budget contains \$16,000 for a software program to have Internal Affairs Division become paperless. MIS has now worked with the Sheriff's Office to instead have Central Records Division become a paperless division as a higher priority. (See attached memo from Major Joel Maatman.)

2. Controller/Administrator's Office - Resolution Authorizing the Ingham County Sheriff's Office to Transfer the Assignment of Granted Easement and the Sale of Existing Radio Tower to the Ingham County Road Commission

This resolution authorizes the assignment of the Michigan Department of Natural Resources granted easement L6234 including all current maintenance and restoration requirements from the Ingham County Sheriff's Office to the Ingham County Road Commission for the nominal sum of one dollar (\$1.00). The sale of this radio tower will be as is with no warranties expressed or implied.

The Ingham County 911 Advisory Committee and Controller's Office are recommending this transfer to the Road Commission as there is no foreseen public safety use for the tower in the future. (See attached memo.)

3(a). Ingham County Office of Homeland Security and Emergency Management - Resolution to Accept the Michigan State Police 2011 Hazard Mitigation Grant & Enter into Contract with the Tri-County Regional Planning Commission to Update the Hazard Mitigation Plan

This resolution authorizes entering into a contract with the Michigan Department of State Police (MSP), Emergency Management Division, for the Hazard Mitigation Grant with a total project cost of \$112,494.95, including a grant in the amount of \$81,662.95, and an in-kind match of \$30,832 for the time period of September 7, 2011 through July 31, 2014. It further designates the Tri-County Regional Planning Commission as the planning agency responsible for the preparation of the plan and the documentation of the in-kind match requirement of \$30,832, with a subcontract in the amount of \$81,662.95, authorized for this purpose. The County participated in the preparation of the original regional plan in 2003 and is now being requested to update it in order to be eligible to receive future mitigation grant funds from FEMA. (See attached memo from Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency Management.)

3(b). *Ingham County Office of Homeland Security and Emergency Management - Resolution to Enter into a Contract with the City of Lansing and to Accept the FY 2010 Homeland Security Grant Program Funds*

This resolution authorizes entering into a contract with the City of Lansing, to be the fiduciary agent for the FY 2010 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of grant funds, pending State approval, for the various Ingham County grant funded projects to be expended by March 31, 2013. The projects that are listed have been reviewed and approved by the Ingham County Local Planning Team (LPT) and they are now recommending the Board of Commissioners approve this resolution and these grant funded projects. (See attached memo from Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency Management.)

4. *Community Corrections Advisory Board - Resolution Authorizing Entering into a Subcontract with Northwest Initiative for Day Reporting Program Services for FY 2011-2012*

This resolution authorizes a subcontract with Northwest Initiative to provide day reporting services for the period of November 1, 2011 through September 30, 2012, for an amount not to exceed \$43,350. The subcontract will be contingent upon the availability of State of Michigan OCC grant funding. There is an option to renew for two additional one-year periods upon the written mutual consent of both parties. (See attached memo from Mary Sabaj)

5(a). *Circuit Court/Family Division - Resolution for Authorization to Enter into a Three Year Contract with Various Residential Placements*

This resolution would authorize entering into three year contracts with the various residential placements that the Court utilizes for the care and treatment of adjudicated youth. The Court is proposing three year contracts from October 1, 2011 to September 30, 2014 to lock in rates for this time period. (See attached communication from Sara Deprez and chart for per diem rates.)

5(b). *Circuit Court/Family Division - Resolution to Authorize a Michigan Community Service Commission AmeriCorps Grant Position Placement for the Family Division of Circuit Court*

This resolution would authorize entering into a one year host site/placement agreement with MSU Extension for a part-time AmeriCorps volunteer, placed at the Ingham County Family Center. The cost is \$3,557.00, to be paid for out of the fund balance of the Juvenile Justice Millage. This would be the third year the Family Center has utilized an AmeriCorps volunteer position. (See attached communication from Scott LeRoy.)

6. *Probate Court - Resolution to Approve Contracts for Attorney Services for Probate Court in Guardian Ad Litem Matters*

This resolution would authorize the 2012 guardian-ad-litem contract with attorneys Refior and Kafantaris after a RFP process. This contract to provide these services was put in place at the end of 2011 due to a retirement of a Probate Court Investigator position and some creative thinking by Probate Court to provide these services through alternative means. The total annual cost would be \$48,000. (See attached communication from George Strander.)

7. *Financial Services - Resolution to Authorize a Contract for Self Funded Worker's Compensation Third Party Administration.*

In 2010, the Accident Fund sold their Worker's comp third party administration business to CompOne Administrators. Last October, the Board approved contracting with CompOne for 2011 with the understanding that we would bid the service for 2012 and beyond.

We have recently completed the proposal process for an administrator for both the County and the Medical Care Facility. Based upon the results of the proposals, we recommend that we change our Worker's Comp administration to Eagle Claims Management. The total cost of Eagle's proposal is an inclusive \$27,500 compared to the \$37,477 we paid CompOne in 2010. All other proposals would increase or decrease based upon the number of claims while Eagle quoted a fixed amount which is not dependent upon the number of claims. In addition, they have agreed to keep this same rate in effect for each of the next 5 years (2012 to 2016.)

8(a). *Facilities - Resolution Authorizing Entering into a Contract with Pleune Service Company to Install a New Chiller at the Hilliard Building also Authorizing a Line Item Transfer*

The Hilliard Building chiller was originally installed in 1992 and has run nearly 60,000 hours. Industry standard for a unit of this age is 50,000 run hours. The Facilities Department explored the option of making repairs but after reviewing costs it was determined that making these repairs was cost prohibitive. The resolution authorizes a contract with Pleune Service Company for a replacement cost of \$121,000 and a contingency amount of \$4,800. Pleune was the low bidder and are a local vendor. The resolution also authorizes the necessary line item transfers.

8(b). *Facilities - Resolution to Request Authorization to Purchase Equipment Materials Needed to Retro Fit the Lighting at the Human Services Building*

The Facilities Department would like to purchase equipment materials needed to retro fit the lighting at the Human Services Building. This would include the parking lot, wall packs, roadway, ballards and entry lighting at the Human Services Building. This project would be performed in-house, by our electrician, at a projected cost not to exceed \$39,800.00. The completion of this project would greatly improve efficiency by providing an annual savings, after completion, of \$13,235.00 as well as qualify Ingham County for a rebate exceeding \$9,000.00 from the Board of Water and Light.

Funds for the equipment materials have been obtained in the Human Services Building approved 2011 Ballard lighting upgrade CIP project account #63123304-931000 1FC04, which has a total project budget of \$39,800.00.

9(a). *Parks Department - Resolution Approving Changes to the Scope of Hawk Island Snow Boarding Hill and Supporting the Formation of a Partnership between Urban Snowparks, LLC and the Friends of the Park*

The resolution approves scope changes including adding obstacles, rails ad snow sculpted features and potentially a separate warming facility. The scope changes would be paid for by the 501 c 3 Friends of the Park and are of course contingent on the availability of funds. The Friends will partner with Urban Snowparks, LLC to act as fiduciary in regard to fund raising for the project.

9(b). Parks Department - Resolution Authorizing Approval of Amendment #4 with the Department of Natural Resources to Develop a Snow Tubing Hill at Hawk Hollow

The resolution would authorize extending the agreement from October 30, 2011 to December 31, 2011.

9(c). Parks Department - Resolution Authorizing a Contract Amendment with the Potter Park Zoological Society to Appoint Sherrie Graham as the Interim Zoo Director

The current Zoo Director, Gerry Brady, will be retiring in January. The Zoo Board and the Parks and Recreation Commission are recommending the appointment of Sherrie Graham as the Interim Zoo Director. Ms. Graham currently serves as Executive Director of the Zoological Society and would continue to serve in that capacity and stay on their payroll. The Zoo Society has requested that some portion of Ms. Graham's salary be picked up by the Zoo operating budget. The appointment would become effective upon the execution of a contract amendment.

OTHER ITEMS:

10(a). Board Referral - Resolution from Van Buren County Board of Commissioners Regarding the Elimination of Personal Property Taxes

10(b). Board Referral - Letter from Department of Planning and Neighborhood Development Board Regarding City of Lansing Notice of Public Hearing on the Design Lansing Comprehensive Plan

MEMORANDUM

TO: Law Enforcement Committee
Finance Committee

FROM: Major Joel Maatman

DATE: October 19, 2011

RE: Central Records Division Paperless Imaging project

This resolution requests permission to purchase, using approved 2011 Capital Improvement funds, Imaging Hardware and Software programs to have Central Records migrate to a paperless office. The budget for this project would be for hardware up to \$6,015 from CDW, with Imagesoft for software licenses up to \$8,532, and up to \$1,453 for Contingency for this project not to exceed the budgeted amount of \$16,000.00.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO USE APPROVED 2011 CAPITAL IMPROVEMENT FUNDS TO PURCHASE PAPERLESS AND IMAGING SOFTWARE PROGRAMS AND HARDWARE FOR CENTRAL RECORDS OF THE INGHAM COUNTY SHERIFF'S OFFICE

WHEREAS, the Ingham County Board of Commissioners approved a \$16,000.00, 2011 Capital Improvement project to purchase a paperless, internal affairs program for the Sheriff Office budget; and

WHEREAS, the Ingham County Sheriff's Office would like to amend the above 2011 Capital Improvement project to purchase software and hardware for Central Records to being a paperless-imaging project; and

WHEREAS, the Ingham County Sheriff's Office wishes to purchase through Ingham MIS hardware and software for twelve work stations for a paperless imaging project not to exceed \$16,000; and

WHEREAS, the Sheriff's Office has worked hand in hand with the Ingham MIS office in developing a paperless Central Records; and

WHEREAS, employees of Central Records and Staff Services of the Sheriff's Office along with MIS personnel, visited Ottawa County Sheriff's Office, Central Records to observe their successful paperless project, which cut both office costs and personnel cost down; and

WHEREAS, the purchase of hardware and software from MIS, these are the same items MIS used in the Courts and Ingham County Prosecutors Office paperless projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to proceed with the Central Records Paperless-Imaging project, not to exceed \$16,000.00.

BE IT FURTHER RESOLVED, that contracts or purchase documents are authorized with CDW for hardware up to \$6,015 and with Imagesoft for software licenses up to \$8,532 with up to \$1,453 for Contingency for this project.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Sheriff's Office 2011 budget in accordance with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioner, the County Clerk, and the Sheriff are authorized to sign any necessary contract/purchase documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 2

TO: LE Committee
Finance Committee

FROM: John L. Neilsen Deputy Controller

DATE: October 2, 2011

RE: Resolution Authorizing the Ingham County Sheriff's Office to Transfer the Assignment of Granted Easement and the Sale of Existing Radio Tower to the Ingham County Road Commission

Commissioners:

This resolution would authorize the assignment of the Michigan Department of Natural Resources granted easement L6234 including all current maintenance and restoration requirements from the Ingham County Sheriffs Office to the Ingham County Road Commission.

In addition, it would authorize the purchase of the existing Radio Tower at the above mentioned site by the Ingham County Road Commission. In return, the Ingham County Road Commission shall pay Ingham County the nominal sum of one dollar (\$1.00). The sale of this radio tower will be as is with no warranties expressed or implied.

The Tower was abandoned for public safety purposes after the County went to the new Ingham County Public Safety Wireless Radio System in the fall of 2006. The 911 Advisory Committee and 911 Directors agreed there was no need to maintain this abandoned tower for future use.

Discussions then began for alternative uses for the tower and have been ongoing for several months. The Road Commission indicated an interest in taking over the easement and the tower to enhance and improve their radio coverage on the east side of the County. After the appropriate research with the DNR was completed, the Road Commission then completed their due diligence and agreed to proceed.

This project allows for the Sheriff's Office/Ingham County to be relieved of any future responsibilities and any costs to remove the abandoned radio tower. The cost of tearing down the tower and to complete the current maintenance and restoration requirements is estimated to exceed \$7,000.00.

I recommend your approval of this resolution.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO TRANSFER THE ASSIGNMENT OF GRANTED EASEMENT AND THE SALE OF EXISTING RADIO TOWER TO THE INGHAM COUNTY ROAD COMMISSION

WHEREAS, the Michigan Department of Natural Resources has granted the Ingham County Sheriff's Office easement rights for the radio tower on the N/E corner of Williamston Roads and Ewers Road on Michigan Department of Natural Resources property in Bunker Hill Township in Ingham County that it no longer uses for Public Safety purposes; and

WHEREAS, the Ingham County Road Commission has a need for improving their two-way radio coverage on the Eastern side of the County and could use this tower to enhance their coverage; and

WHEREAS, the Michigan Department of Natural Resources has approved the assignment of granted easement L6234 from the Ingham County Sheriff's Office to the Ingham County Road Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the assignment of the Michigan Department of Natural Resources granted easement L6234 including all current maintenance and restoration requirements from the Ingham County Sheriff's Office to the Ingham County Road Commission.

BE IT FURTHER RESOLVED, that in return for the assignment of the Michigan Department of Natural Resources granted easement L6234 and for the purchase of the existing Radio Tower at the above mentioned site the Ingham County Road Commission shall pay Ingham County the nominal sum of one dollar (\$1.00).

BE IT FURTHER RESOLVED, that the sale of this radio tower will be as is with no warranties expressed or implied.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson, County Clerk and the Sheriff to sign all necessary Assignment of Easement and/or Buy Sell Agreement documents consistent with this resolution upon review and approval as to form by the County Attorney.

Agenda Item 3a

TO: LE Committee
Finance Committee

FROM: Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency Management

DATE: October 17, 2011

RE: Resolution to Accept the Michigan State Police 2011 Hazard Mitigation Grant & Enter into Contract with the Tri-County Regional Planning Commission to Update the Hazard Mitigation Plan

Commissioners:

This resolution would authorize Ingham County to enter into contract with the Michigan Department of State Police (MSP), Emergency Management Division, for the Hazard Mitigation Grant with a total project cost of \$112,494.95 including a grant in the amount of \$ 81,662.95, and in-kind match of \$30,832 for the time period of September 7, 2011 through July 31, 2014.

In addition, it designates the Tri-County Regional Planning Commission as the planning agency responsible for the preparation of the plan and documenting the in-kind match requirement of \$30,832 with a subcontract in the amount of \$81,662.95 authorized for this purpose.

Finally, Ingham County agrees to participate with Eaton County, Clinton County and Delta Charter Township to meet the in-kind match requirement of \$30,832 for this grant.

The plan is required by FEMA in order to receive future mitigation grant funds.

I would recommend your approval of this resolution.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE MICHIGAN STATE POLICE 2011 HAZARD MITIGATION GRANT & ENTER INTO SUBCONTRACT WITH THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO UPDATE THE HAZARD MITIGATION PLAN

WHEREAS, the Ingham County Office of Homeland Security and Emergency Management has applied to receive a Hazard Mitigation Grant from the Federal Emergency Management Agency (FEMA) and passed through the Michigan State Police Emergency Management & Homeland Security Division; and

WHEREAS, the amount of the grant is \$81,662.95, with a required in-kind match of 25% assumed by Ingham County, Eaton County, Clinton County and Delta Charter Township in personnel wages, meeting space and equipment; and

WHEREAS, the grant will allow the hiring of the Tri-County Regional Planning Commission to update the current Hazard Mitigation Plan for the Region (Ingham, Clinton, Eaton Counties and Delta Charter Township), originally authored in 2005.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contract with the Michigan Department of State Police (MSP), Emergency Management Division, for the Hazard Mitigation Grant with a total project cost of \$112,494.95, including a grant in the amount of \$81,662.95, and in-kind match of \$30,832, for the time period of September 7, 2011 through July 31, 2014.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners agrees to participate in the preparation of a Regional Hazard Mitigation Plan for Ingham County and designates the Tri-County Regional Planning Commission as the planning agency responsible for the preparation of the plan and the documentation of in-kind match requirement of \$30,832 with a subcontract in the amount of \$81,662.95 authorized for this purpose.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners agrees to participate with Eaton County, Clinton County and Delta Charter Township to meet the in-kind match requirement of \$30,832 for this grant.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Office of Homeland Security & Emergency Management Office's 2011 and subsequent grant period budgets.

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

Agenda Item 3b

TO: LE Committee
Finance Committee

FROM: Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency
Management

DATE: October 17, 2011

RE: Resolution to Enter into a Contract with the City of Lansing and to Accept the FY 2010
Homeland Security Grant Program Funds

Commissioners:

This resolution would authorize Ingham County to approve the FY 2010 Homeland Security Grant Program (HSGP) projects from October 1, 2011 to be fully expended by March 31, 2013.

In addition, it authorizes entering into a contract with the City of Lansing, to be the fiduciary agent and the acceptance of grant funds pending State approval of the projects.

The City of Lansing has again volunteered to be the Fiduciary Agent for these Homeland Security Grant Program (HSGP) projects as they have for several prior rounds of Homeland Security Grant Program funding cycles.

The projects that are listed have been reviewed and approved by the Ingham County Local Planning Team (LPT).

The LPT and I are now recommending that the Board of Commissioners approve these projects.

Two of the projects, the Rural Alert & Warning Sirens (\$82,000.00) and the Leslie/Stockbridge In-Car Camera (\$10,000.00) projects are a continuation of previously approved projects that have been done in phases.

Therefore, vendors have already been selected and will be used for the latest phases.

I would recommend your approval of these Grant funded projects and the accompanying resolution.

Introduced by Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A CONTRACT WITH
THE CITY OF LANSING AND TO ACCEPT THE
FY 2010 HOMELAND SECURITY GRANT PROGRAM FUNDS**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY 2010 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the total amount of grant funds available to Ingham County agencies is \$160,300.44 from the State Homeland Security Program (SHSP) and \$62,339.06 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of \$222,639.50; and

WHEREAS, there are a number of projects benefiting Ingham County agencies, presently approved or pending approval by the State of Michigan; and

WHEREAS, the City of Lansing has agreed to be the fiduciary agent for these grant funds.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with the City of Lansing, to be the fiduciary agent for the FY 2010 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of grant funds, pending State approval, for the following Ingham County grant funded projects to be expended by March 31, 2013:

Tanker Task Force, \$33,202.00
Rural Alert & Warning sirens, \$82,000.00
Amateur Radio Equipment, \$3,010.00
SRT Throwbot, \$9,150.00
LE Batteries, \$53,744.00
Leslie/Stockbridge In-Car Camera, \$10,000.00
ICHD Exercise, \$1,000.00
ICHD CBRNE Detection, \$10,000.00

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contracts with West Shore Services, Inc., in the amount of \$82,000.00 for the purchase of (4) Four Alert & Warning Sirens and L3 Mobile Vision in the amount of \$10,000.00 to purchase (2) two in-car camera video equipment for other County Police Departments (1 – Leslie, 1 – Stockbridge).

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

Agenda Item 4

TO: Law Enforcement and Finance Committees

FROM: Mary Sabaj
Community Corrections Manager

DATE: September 26, 2011

RE: Resolution Authorizing Entering into a Subcontract with Northwest Initiative for Day Reporting Program Services for FY 2011-2012

Community Corrections, in conjunction with the County Purchasing Department, distributed a Request for Proposals for Day Reporting services with a deadline of June 6, 2011. Two proposals were received. A CCAB Selection Committee reviewed the proposals and recommended to the CCAB at its regular meeting on September 20, 2011 that a subcontract for services be pursued with Northwest Initiative.

The CCAB unanimously approved this recommendation and is requesting that the County approve the proposed Resolution to enter a subcontract with Northwest Initiative for the period of November 1, 2011 through September 30, 2012 for an amount not to exceed \$43,350 with an option to renew for two additional one-year periods upon the written mutual consent of both parties. The subcontract will be contingent upon entering an Agreement with the State of Michigan and throughout the subcontract period and renewal periods on the availability of grant funds from the State of Michigan for these purposes.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A SUBCONTRACT WITH NORTHWEST INITIATIVE FOR DAY REPORTING PROGRAM SERVICES FOR FY 2011-2012

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Ingham County/City of Lansing Community Corrections Comprehensive Plan; and

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Application for State of Michigan Community Corrections Act Funds for FY 2011-2012; and

WHEREAS, the FY 2011-2012 Application included a request for CCAB Plans and Services funds for a Day Reporting program to be provided by a vendor yet to be determined; and

WHEREAS, pursuant to the FY2011-2012 State grant award, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the FY 2011-2012 State grant award includes CCAB Plans and Services funding for Day Reporting Services in the amount of \$43,350; and

WHEREAS, pursuant to County policy, the CCAB in conjunction with the Ingham County Purchasing Department developed and completed a Request for Proposals (RFP) process that resulted in the selection of Northwest Initiative as the Day Reporting Program vendor for the time period of November 1, 2011 through September 30, 2012; and

WHEREAS, Northwest Initiative is willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract with Northwest Initiative to provide Day Reporting Services in an amount not to exceed \$43,350 for the time period of November 1, 2011 through September 30, 2012 with an option to renew for two additional one-year periods upon the written mutual consent of both parties.

BE IT FURTHER RESOLVED, that the subcontract is contingent upon entering an Agreement with the State of Michigan and throughout the subcontract period and renewal periods on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary contracts\subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

MEMORANDUM

To: Ingham County Judiciary and Finance Committees

From: Sara Deprez

Date: October 6, 2011

Re: Resolution for Authorization to Enter into a Three Year Contract with Various Residential Placements

This resolution would authorize entering into three year contracts with the various residential placements that the Court utilizes for the care and treatment of adjudicated youth. The proposed contracts time frame is October 1, 2011 to September 30, 2014. Historically, the Court has entered into yearly contracts with placements; however, given that there are rarely changes year to year in the contract and the added benefit of being able to forecast per diem costs for each program for the next three years, the Juvenile Division is recommending that extended period contract.

This resolution would only allow the County to enter into the agreements with the placements; however, each year the Juvenile Division will need to address the line item amount in the subsequent budget years.

Agenda Item 5a

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR AUTHORIZATION TO ENTER INTO A THREE YEAR CONTRACT WITH
VARIOUS RESIDENTIAL PLACEMENTS**

WHEREAS, the Ingham County Circuit Court Family Division would like to enter into three year contracts with various residential placement facilities for the purpose of providing treatment intervention to adjudicated delinquent youth; and

WHEREAS, three year contracts allow for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Court, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, a list of residential placement facilities and their per diems is attached to this resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the attached list of residential placement facilities for the care and treatment services of Court adjudicated youth not to exceed the per diems listed in the same attachment for the time period of October 1, 2011 through September 30, 2014.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Private Institution line item within the Child Care Fund.

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

Residential Placements

Placement Name	Per diem costs, not to exceed
Highfields	\$180
Lakeside	Range from \$170 to \$210
Boys Town	Range from \$130 to \$405
Glen Mills	Range from \$139 to \$160
Angel House	\$235
Mingus	\$210
Woodward	Range from \$140 to \$200
Clarinda	\$140
Normative	\$205
Abraxas	\$400
Wolverine	\$300
Turning Point	\$315
St. Vincent's	\$250
Muncie	\$181
Wedgwood	\$215
Midwest Center for Youth and Families	\$425
Sunny Crest Youth Ranch	\$175
Maurice Spear	\$155
New Hope	\$195
Havenwyck	\$260
Pine Rest	\$315
Mountain Home	\$215
D.A. Blodgett	\$75
Starr Commonwealth	Range from \$56 to \$231
Rite of Passage	\$160

MEMORANDUM

To: Ingham County Judiciary and Finance Committees

From: Scott LeRoy

Date: October 6, 2011

Re: Resolution to Authorize a Michigan Community Service Commission AmeriCorps Grant
Position Placement for the Family Division of Circuit Court

This resolution would authorize entering into a one year host site/placement agreement with MSU Extension, who would host a part-time AmeriCorps volunteer, placed at the Ingham County Family Center. The placement agreement would begin October 1, 2011 and continue through September 30, 2012, at a cost of \$3,557.00, to be paid for out of the fund balance of the Juvenile Justice Mileage. If approved, this would be the third year that the Ingham County Family Center had an AmeriCorp volunteer placed on-site. The AmeriCorps volunteer is crucial in the planning, development and implementation of the Ingham County Family Center's "green campus vision."

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A MICHIGAN COMMUNITY SERVICE COMMISSION
AMERICORPS GRANT POSITION PLACEMENT FOR THE FAMILY DIVISION OF
CIRCUIT COURT**

WHEREAS, the Power of We Consortium successfully competed for a grant from the Michigan Community Service Commission (MCSC) for a Michigan's AmeriCorp project that will place full-time AmeriCorps members within organizations throughout the greater Lansing area to improve residents physical activity and nutrition; and

WHEREAS, the Power of We selected MSU Extension as a host site in the 2009/2010 and 2010/2011 grant years; and

WHEREAS, the Power of We Consortium has again selected MSU Extension as a host site for an AmeriCorps member for 2011/2012; and

WHEREAS, the Ingham County Board of Commissioners established the Ingham County Family Center Advisory Board in Resolution #08-85 to monitor the integrity of the current and future services under the Ingham County Family Center roof, provide advice and recommendations to the County Circuit Court/Family Division and Judiciary Committee, and to develop policies and procedures for the Center; and

WHEREAS, the Ingham County Family Center Advisory Board endorses the green campus vision for the Ingham County Family Center; and

WHEREAS, the Ingham County Family Center Advisory Board is recommending to the Board of Commissioners to enter into an placement agreement with MSU Extension to fund a half-time AmeriCorps position, to be supervised by MSU Extension, funded through the Juvenile Justice Millage; and

WHEREAS, the AmeriCorps member would work directly with youth involved in the Ingham County Family Center programs (See attached Scope of Services and Position Description).

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a host site/placement agreement with MSU Extension to oversee the half time AmeriCorps member from October 1, 2011 through September 30, 2012, at a cost of \$3,557.00, to be paid from the fund balance of the Juvenile Justice Millage.

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

Scope of Service for MSU Extension's Support for Programs at the Ingham Family Center

Purpose: MSU Extension will provide on-site programming support to programs at the Ingham Family Center that directly relate to increasing community knowledge of, and accessibility to, healthy lifestyle options for youth and families served by the Ingham Family Center.

Goals: Programming will align with the following goals:

1) Creating, expanding, maintaining community gardens, sustainable food systems, and access to healthy foods;

Focus Areas: Direct service will be provided, via an AmeriCorps member, in three focus areas:

1) Recruitment and mobilization of community volunteers (where desirable and appropriate);

2) Community education (where desirable and appropriate);

3) Training, supporting and modeling direct service work

Duration and Hours Provided: Staff will be provided an average of 20 hours per week from the period of October 1, 2011 through September 30, 2012. Training and development opportunities are included in this average.

Current Situation: In 2010 and 2011, an AmeriCorps member coordinated the Ingham County Family Center Youth Garden including: an after school program for the Ingham Academy students, programs for Pride students, and oversight of youth farm stand activities, the garden, chickens and a hoop house.

Proposed Programming Activities: Programs will be planned collaboratively with Family Center staff and others such as the Ingham Academy, Highfields, etc. 2012 will be the fourth season of gardening at the Center. The new AmeriCorps member will have continue program expansions such as the after school program, garden expansion, annual garden gala, youth farm stand, full utilization of garden produce, chicken coop, hoop house, and the composting system.

MSU Extension will assist, again via an AmeriCorps member, with recruitment, training, coordination, and recognition of community volunteers to assist with and support the garden and farm stand activities. The member will also work alongside volunteers to lead the work and provide support. The member will do presentations for the Family Center Advisory Board, Greater Lansing Youth Gardening Conference, and to other stakeholders for educational purposes and to keep them updated on the progress of the project and to seek their input for future goals.

Educational activities will be provided by the AmeriCorps member by using the "2009 Youth Farm Stand Toolkit" developed by the C.S. Mott Group for Sustainable Food Systems at MSU and the "4-H Jump into Food and Fitness" curriculum. These two specific resources and others will be used to educate the youth.

**Ingham County MSU Extension: Ingham Family Center Project
Power of We Consortium AmeriCorps Member Position Description
2011/2012**

The primary responsibility of the member will be to improve access of fresh food from the garden for the youth at the Family Center. This will be done by partnering with the cook to find ways to integrated fresh the produce into the meals and snacks. A large garden has been planted and tended by the youth and staff and the produce has been incorporated into the lunches and dinners served at the Family Center. The youth are in grades 8-12 and are students who are receiving a variety of services in lieu of being sent out of the community for residential treatment. 2012 will be the fourth season gardening at the Center. The new AmeriCorps member will have a nice starting foundation to continue developing the program expansions such as, garden expansion, annual garden gala, youth farm stand, full utilization of garden produce, chicken coop, hoop house and the composting system.

Essential Functions

- Collaborate with school cook to find ways to facilitate garden produce into snacks and meals.
- Coordinate youth garden program and farm market activities.
- Assist with recruitment, training, coordination, and recognition of community volunteers.
- Serve alongside youth and volunteers to lead projects and provide support.
- Develop and instruct educational nutrition/cooking/gardening activities for evening Pride Program.
- Give presentations to stakeholders for educational purposes and to keep them updated on the progress of the project and to seek their input for future goals.
- Assist with planning and implementing fundraisers for garden supplies and youth development activities.

Qualifications

- Minimum of two years in college.
- Experience gardening.
- Must have reliable transportation.
- Must be able to pass background screening.
- Must have good driving record and have valid car insurance.
- Experience teaching and leading youth programs.
- Ability to establish positive rapport with diverse groups of people.
- Experience working with at-risk youth in a day treatment setting preferred.
- Ability to develop extensive project plans and be independent.
- Desire to help youth develop leadership and job skills and make a difference in their communities.
- Effective communication skills and professional demeanor.
- Ability/willingness to participate in intense physical labor.

Physical Requirements

- Ability to lift twenty pounds
- Ability to do repetitive movements needed to garden such as: dig, bend, cut, squat, kneel, and haul.

Serving Conditions

- Available to serve an average about 20 hours a week for 51 weeks.
- Indoor office responsibilities and outdoor field responsibilities depending on activity.
- Outdoor activities will involve many different weather conditions such as: rain, heat, and cold.
- Teaching and motivating youth with behavioral problems.
- Flexible schedule including evenings and weekends with advance notice.

Location

Office will be located in at the Ingham County Family Center which is located in southwest Lansing, Michigan.

MEMORANDUM

TO: Judiciary Committee
 Finance Committee
 Board of Commissioners

FROM: George M. Strander
 Probate Court Administrator & Probate Register

DATE: October 13, 2011

RE: Resolution Authorizing 2012 Contract for Guardian-ad-Litem Services

In an effort to save expenses for the 2012 budget, the Probate Court proposed the elimination of its Investigator position with the understanding that the position's guardian-ad-litem duties would be handled through contract. In August, the Board of Commissioners approved this concept and also approved a four-month guardian-ad-litem services contract to allow the Probate Court to meet its guardian-ad-litem responsibilities for that portion of 2011 when no one would be in the Investigator position. [The occupant of the position retired on August 19 of this year.]

Bids for the 2012 contract were solicited through a Request for Proposal. Three bids were received, and Chief Judge Economy selected the bid from attorneys Robert Refior and Elias Kafantaris. The Refior/Kafantaris bid is for an annual cost of \$48,000, which represents a \$33,000 savings over retaining an Investigator position.

The Probate Court is seeking approval of the attached Resolution authorizing the 2012 guardian-ad-litem contract with attorneys Refior and Kafantaris.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE CONTRACTS FOR ATTORNEY SERVICES
FOR PROBATE COURT IN GUARDIAN AD LITEM MATTERS**

WHEREAS, the Ingham County Probate Court had in 2011 an Investigator position by which the Court fulfilled most of its responsibilities for having a guardian-ad-litem and for providing investigations in guardianship, conservatorship, and other cases; and

WHEREAS, the duties of this position must be fulfilled, even if the position were to be eliminated; and

WHEREAS, the estimated cost of this position – salary, benefits, mileage, and parking – is approximately \$81,000 per year; and

WHEREAS, this position will be eliminated in the 2012 budget; and

WHEREAS, it is possible to contract out the investigator duties in lieu of having an Investigator position, the Probate Court having done this since September of 2011; and

WHEREAS, the attorneys currently providing in-court General Probate attorney services, Robert Refior and Elias Kafantaris, have provided exemplary service; and

WHEREAS, attorneys Refior and Kafantaris have bid \$48,000 to provide guardian-ad-litem services for the entire 2012 year and this bid has been selected by Chief Judge Economy.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve Probate Court's guardian ad litem contract for providing investigations in guardianship, conservatorship, and other matters for the time period of January 1, 2012 through December 31, 2012 from the existing Probate Court budget as follows:

- 1) Attorney Robert Refior not to exceed \$ 24,000
- 2) Attorney Louis Kafantaris not to exceed \$ 24,000

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

INGHAM COUNTY
Financial Services Department

Jill Rhode, Director

P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: Ingham County Board of Commissioner
FROM: Jill Rhode, Director of Financial Services
RE: Worker's Comp Administration
DATE: October 19, 2011

In 2010, the Accident Fund sold their Worker's comp third party administration business to CompOne Administrators. Last October, the Board approved contracting with CompOne for 2011 with the understanding that we would bid the service for 2012 and beyond.

We have recently completed the proposal process for an administrator for both the County and the Medical Care facility. Based upon the results of the proposals, we recommend that we change our Worker's Comp administration to Eagle Claims Management.

The total cost of Eagle's proposal is an inclusive \$27,500 compared to the \$37,477 we paid CompOne in 2010. All other proposals would increase or decrease based upon the number of claims while Eagle quoted a fixed amount which is not dependent upon the number of claims. In addition, they have agreed to keep this same rate in effect for each of the next 5 years (2012 to 2016.)

If there is ever a situation where cost is secondary to service, it is in the area of workers comp administration. While the saving of \$10,000 is beneficial, we would not even consider making a change if we were not confident that our injured employees will be treated in the best possible way. Both the County Attorney and I have contacted several of Eagles clients and have received extremely positive feedback.

The Management of the Medical Care Facility has also reviewed the proposals and is in agreement with our recommendation.

Attached is a resolution approving Eagle Claims Management as our Workers Comp Administrator for 2012 to 2016.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR SELF FUNDED WORKER'S
COMPENSATION THIRD PARTY ADMINISTRATION**

WHEREAS, Ingham County has performed a request for proposal process to find a Worker's Compensation Administrator for the County and Medical Care Facility; and

WHEREAS, the proposals have been reviewed and the County's Administration is recommending that we contract with Eagle Claims Management; and

WHEREAS, the Administration of the Medical Care Facility concurs with this recommendation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Eagle Claims Management as the third party administrator for the County's self insured worker's compensation insurance for the period January 1, 2012 to December 31, 2016 at a cost of \$27,500 annually.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any necessary contract documents consistent with this resolution.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 20, 2011

SUBJECT: **RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH PLEUNE SERVICE COMPANY TO INSTALL A NEW CHILLER AT THE HILLIARD BUILDING ALSO AUTHORIZING A LINE ITEM TRANSFER TO ALLOW THE APPROPRIATE FUNDS TO BE AVAILABLE FOR USE**

The resolution before you authorizes awarding a contract to Pleune Service Company for the purpose of replacing the rooftop chiller unit at the Hilliard Building in Mason. This unit was installed in 1992 and currently has nearly 60,000 run hours on it. It supplies air conditioning to both the Hilliard Building and the Mason Courthouse. Industry standard for a unit of this age is 50,000 run hours.

In an effort to hold down costs, the Facility Department explored the option of making repairs to this unit and a budget was originally approved in the amount of \$40,000.00. After receiving costs it was determined that making these repairs would not be cost effective for the County as they would exceed the budget and would likely need to be done again in five years time.

A CIP budget in the amount of \$95,000.00 for the replacement of the unit was approved for 2011; however, replacement costs came back slightly higher than anticipated.

This resolution authorizes a line item transfer of \$40,000.00 from account #245-90210-97600-8FC12 which is the original CIP repair budget for chiller repairs into account #245-90210-931000-1FC01 which is the CIP 2011 Hilliard Building Chiller Replacement account which would bring combined funds available to \$125,800.00.

Further, this resolution authorizes entering into a contract with Pleune Service Company for the replacement of the chiller for a cost of \$121,000.00 and authorizes a contingency amount of \$4,800.00 for any unforeseen circumstances that may arise.

I recommend approval of this resolution.

MEMORANDUM

To: County Services and Finance Committees
 From: Jim Hudgins, Director of Purchasing
 Date: October 20, 2011
 Subject: Bid Summary for Chiller Replacement

Project Description:

Sealed bids were solicited from experienced and qualified firms for the purpose installing a new air-cooled chiller in the Hilliard Building.

The scope of work includes, but is not limited to, replacing the existing 140 ton air-cooled chiller with a new 140 ton air-cooled chiller and adding railing on the roof of the Hilliard Building to provide code required clearance from edge of roof.

This project was rebid with a slight change in the original scope of work due to the first set of bids coming in over budget.

Bid Summary:

Vendors contacted: 22 Local: 9
 Vendors responding: 4 Local: 2

Company	Base Bid	Bid Bond	Local
Pleune Service Co.	\$121,000	Yes	Yes – Lansing
Shaw Winkler	\$143,000	Yes	Y – E. Lansing
Myer Plumbing & H.	\$158,000	Yes	No – Lansing (Clinton)
William E. Walter	Did not resubmit a 2 nd bid.		N – Flint

Other local vendors not bidding:

1. Anderson Air Conditioning – Too busy and didn’t remember seeing the bid.
2. Doty Mechanical – Doesn’t do industrial/commercial mechanical work.
3. Hager Fox Heating – Not specialized in chiller work; does light commercial work, not heavy commercial work.
4. John E. Green – Only have one estimator (unlike other companies) and they were too busy this summer.
5. Northwinds Heating and Cooling – No response.
6. T.H. Eifert Mechanical Contractors – Bid ready, but forgot to drop it off.

Recommendation:

The Evaluation Committee recommends awarding a contract to Pleune Service Co. in an amount not to exceed \$125,800, who submitted the lowest responsive and responsible bid. This amount is reflective of \$4,800 in contingency funding for unforeseen issues that may come up during the project. Pleune, a local Ingham County vendor and a full-service mechanical contractor, is bonded and insured, and has the experience and references required for this project.

Advertisement:

The Invitation to Bid was advertised in the Lansing State Journal, El Central, numerous construction plan houses and posted on the Purchasing Department Web Page.

Prevailing Wage:

Contractor is required to comply with the County's Prevailing Wage Policy including submitting certified payrolls.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH PLEUNE SERVICE COMPANY FOR THE REPLACEMENT OF THE CHILLER AT THE HILLIARD BUILDING IN MASON AS WELL AS AUTHORIZING A LINE ITEM TRANSFER TO ENSURE APPROPRIATE FUNDS ARE AVAILABLE

WHEREAS, due to the age and working condition of the chiller, located in the Hilliard Building, a replacement is necessary; and

WHEREAS, repairing the unit would not be cost effective for the county; and

WHEREAS, a budget in the amount of \$95,000.00, to replace the unit, was approved in 2011; and

WHEREAS, \$9,200.00 was previously spent on consulting fees for this project, leaving a balance of \$85,800.00; and

WHEREAS, replacement costs came back slightly higher than anticipated; and

WHEREAS, to complete this project a line item transfer in the amount of \$40,000.00 is necessary from the original 2008 CIP budget into the 2011 replacement budget bringing the available balance to \$125,800.00; and

WHEREAS, a contingency is being requested in the amount of \$4,800.00 for unidentified and unforeseen costs that may occur during the replacement process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into a contract with Pleune Service Company, 2510 Kerry Street, Suite 108, Lansing, Michigan 48192, for replacement of the chiller at the Hilliard Building for a cost of \$121,000.00 with a contingency of \$4,800.00 for possible unseen circumstances.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes a line item transfer of \$40,000 from account #245-90210-976000-8FC12 which is the original 2008 CIP budget into account #245-90210-931000-1FC01 which is the 2011 Hilliard Building chiller replacement budget bringing the available balance to \$125,800.00.

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 26, 2011

SUBJECT: **RESOLUTION AUTHORIZING THE PURCHASE OF EQUIPMENT MATERIALS TO RETRO FIT THE LIGHTING AT THE HUMAN SERVICES BUILDING FOR COMPLETION OF THE APPROVED 2011 CIP PROJECT FOR BALLARD LIGHTING**

The resolution before you is a means to acquire approval to purchase equipment materials needed to retro fit the lighting at the Human Services Building.

This is to include the parking lot, wall packs, roadway, ballards and entry lighting at the Human Services Building. This project will be performed in-house, by our electrician, at a projected cost not to exceed \$39,800.00. The completion of this project would greatly improve efficiency by providing an annual savings, after completion, of \$13,235.00 as well as qualify Ingham County for a rebate exceeding \$9,000.00 from the Board of Water and Light.

Funds for the equipment materials have been obtained from an approved line item transfer from the Human Services Building Fund account #63123304-931000 into the Human Services Building approved 2011 Ballard lighting upgrade CIP project account #63123304-931000 1FC04 which now has a total project budget of \$39,800.00.

I recommend approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO REQUEST AUTHORIZATION TO PURCHASE EQUIPMENT MATERIALS
NEEDED TO RETRO FIT THE LIGHTING AT THE HUMAN SERVICES BUILDING**

WHEREAS, the Facilities Department requests authorization to purchase equipment materials needed to retro fit the lighting at the Human Services Building to complete the approved 2011 Ballard lighting upgrade CIP project; and

WHEREAS, funds for the equipment materials have been previously approved in CIP project account #63123304-931000 1FC04, which now has a total project budget of \$39,800.00; and

WHEREAS, completing this project would greatly improve efficiency by providing a projected annual savings of \$13,235.00 as well as qualify Ingham County for a rebate exceeding \$9,000.00 from the Board of Water and Light; and

WHEREAS, services would include changing the lighting type from HID to Induction at the Human Services Building parking lot, wall packs, roadway, ballards and entry lighting; and

WHEREAS, the services will be performed in-house, by our electrician, for a total projected cost not to exceed \$39,800.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the purchase of equipment materials to complete the 2011 Ballard lighting upgrade CIP project for a not to exceed cost of \$39,800.00.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: October 20, 2011

TO: County Services and Finance Committees

FROM: Willis Bennett, Director

RE: Resolution Approving Changes to the Scope of the Hawk Island Snow Boarding Hill and Supporting the Formation of a Partnership between Urban Snowparks, LLC and the Friends of Ingham County Parks

This resolution approves scope changes to the Hawk Island Snow Boarding Hill project. The proposed changes of adding obstacles, rails and snow sculpted features and potentially a separate warming facility will put the Hawk Island Boarding Hill on Michigan's map as a destination.

The Friends of Ingham County Parks, a non-profit 501c3 organization, will enter into an agreement with Urban Snowparks, LLC to act as the fiduciary in regard to fundraising for any and all additions to the current project scope.

It is understood by all parties involved that no changes of a permanent nature will be undertaken until all funding is secured and notification has been provided to the Ingham County Parks and Recreation Commission. Additionally, it is understood that the Ingham County Board of Commissioners will not approve further funding for the construction of the Snow Board Hill.

The Parks & Recreation Commission supported this with the passage of a resolution at their October meeting.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING CHANGES TO THE SCOPE OF THE HAWK ISLAND SNOW BOARDING HILL AND SUPPORTING THE FORMATION OF A PARTNERSHIP BETWEEN URBAN SNOWPARKS, LLC AND THE FRIENDS OF INGHAM COUNTY PARKS

WHEREAS, approval of Board of Commissioner Resolution #11-159 authorized the construction of a Snow Boarding Hill at Hawk Island Park; and

WHEREAS, Urban Snowparks, LLC has approached the Friends of Ingham County Parks and the Ingham County Parks Department with ideas for enhancement of the hill which would be funded and promoted by various fundraising and marketing concepts; and

WHEREAS, changes to the current Snow Boarding Hill project could potentially include the addition of rails, boxes, obstacles, earth and snow sculpted features, and a separate warming facility; and

WHEREAS, the addition of rails and obstacles will change the snow board hill from a basic hill to a boarding adventure, making Ingham County and Hawk Island Park a destination on Michigan's map; and

WHEREAS, the Friends of Ingham County Parks have entered into an agreement to act as the Fiduciary in a fundraising effort with Urban Snowparks, LLC; and

WHEREAS, the Friends of Ingham County Parks, Urban Snowparks, LLC, the Ingham County Parks Staff, and the Ingham County Parks and Recreation Commission are excited by a partnership that will bring an urban snow park to kids and residents of Ingham County and beyond.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the proposed change in scope to the Hawk Island snow board hill project to include the addition of rails, boxes, obstacles, earth and snow sculpted features, and a separate warming facility.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the formation of a partnership between the Friends of Ingham County Parks and Urban Snowparks, LCC and thanks them for their support of the Snow Board Hill project.

BE IT FURTHER RESOLVED, no construction of a warming house or other improvements will be embarked upon until the Friends of Ingham County Parks report to the Parks & Recreation Commission that all necessary funds have been raised to complete the improvement.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners are not expected to approve any further funding for the construction of the Hawk Island Snow Boarding Hill project.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
(517) 676-2233; Fax (517) 244-7190

MEMO

DATE: October 20, 2011
TO: County Services and Finance Committees
FROM: Willis Bennett, Director
RE: Resolution Authorizing Approval of Amendment #4 with the Department of Natural Resources to Develop a Snow Tubing Hill at Hawk Island Park

This resolution approves Amendment #4 of the Agreement with the Department of Natural Resources extending the period completion deadline from October 30, 2011 to December 31st.

Board of Commissioner Resolution #08-063 authorized the acceptance of a Land and Water Conservation Fund grant to fund a snow tubing hill at Hawk Island Park.

The Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County. The Parks Department petitioned the Department of Natural Resources for an extension due to construction delays relating to the grading of the snow tubing hill.

The Parks & Recreation Commission supported this budget adjustment with the passage of a resolution at their October meeting.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING AMENDMENT #4 WITH THE DEPARTMENT OF NATURAL RESOURCES TO DEVELOP A SNOW TUBING HILL AT HAWK ISLAND PARK

WHEREAS, Board of Commissioner Resolution #08-063 authorized the acceptance of a Land and Water Conservation Fund grant to fund a snow tubing hill at Hawk Island Park; and

WHEREAS, the Parks Department has petitioned the Department of Natural Resources for an extension due to construction delays relating to the grading of the snow tubing hill; and

WHEREAS, the Parks Department has requested an extension through December 31, 2011 in order to complete the work and anticipates opening the snow tube hill to the public on December 17, 2011; and

WHEREAS, the Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County.

THEREFORE BE IT RESOLVED, that Amendment #4 of the agreement with the Department of Natural Resources extending the project period completion deadline from October 31, 2011 to December 31, 2011 be recommended to the Board of Commissioners for approval.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 24, 2011

RESOLUTION # -11

RESOLUTION RECOMMENDING THE APPOINTMENT OF THE POTTER PARK ZOOLOGICAL SOCIETY EXECUTIVE DIRECTOR SHERRIE GRAHAM AS INTERIM DIRECTOR OF THE POTTER PARK ZOO

WHEREAS, After 22 years of dedicated service to his profession and the Potter Park Zoo, Gerry Brady has announced he will be retiring from his position as Director of the Potter Park Zoo effective January 18, 2012; and

WHEREAS, the Potter Park Zoo Board, Potter Park Zoological Society, and Ingham County wish to honor Gerry Brady's legacy by facilitating a smooth managerial transition while enabling him to focus his remaining County time ensuring the Zoo maintains its AZA accreditation; and

WHEREAS, Ingham County has entered into a contract with the City of Lansing for the operation and maintenance of 40 additional City of Lansing Parks to be managed by Ingham County Parks Director Willis Bennett, requiring a sacrifice of time and attention to the needs of the Potter Park Zoo; and

WHEREAS, within the last year, the Potter Park Zoological Society, a 501(C)(3) organization including staff and volunteers, has demonstrated sound fiscal responsibility and raised the quality and success of public relations, marketing and educational programs, all while fostering team partnership with, and providing additional assistance to, Ingham County to affect the seamless Zoo experience set as a goal by all involved; and

WHEREAS, said achievements have been made under the leadership and direction of the Potter Park Zoological Society Executive Director Sherrie Graham enabled through her extensive career experience in

WHEREAS, the appointment would need to be formalized through an amendment to the existing contract between the Ingham County Board of Commissioners and the Potter Park Zoological Society; and

WHEREAS, Interim Director Sherrie Graham will assume the operational and supervisory duties held by Gerry Brady and will represent the Zoo at the necessary Potter Park Zoo Board, Parks and Recreation Commission and Liaison Committee meetings of the Board of Commissioners.

THEREFORE BE IT RESOLVED, the Potter Park Zoo Board recommends the Parks & Recreation Commission recommend to the Board of Commissioners that the Potter Park Zoological Society Executive Director Sherrie Graham expand her role and be appointed as the Interim Director of the Potter Park Zoo upon final passage of this resolution for a term up to 12 months or until a permanent Zoo Director is appointed.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommends the Board of Commissioners approve the negotiation of a contract amendment with the Potter Park Zoological Society for its Executive Director Sherrie Graham to also serve as the Interim Director of the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon the approval of this resolution by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, the Interim Zoo Director shall report to the Parks Director.

BE IT FURTHER RESOLVED, that mutually agreeable terms include the Interim Director must complete a needs assessment to determine the future staffing structure at the Potter Park Zoo.

BE IT FURTHER RESOLVED, the Parks and Recreation Commission recommends to the Board of Commissioners that the Parks Budget not be adversely affected by this proposed appointment.

Moved by Mr. Czarnecki and Supported by Commissioner Tsernoglou that Resolution #50-11 be approved. Yes-9; No-0. MOTION CARRIED.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH THE POTTER PARK
ZOOLOGICAL SOCIETY TO APPOINT SHERRIE GRAHAM
AS THE INTERIM ZOO DIRECTOR**

WHEREAS, after 22 years of dedicated service to his profession and the Potter Park Zoo, Gerry Brady has announced he will be retiring from his position as Director of the Potter Park Zoo effective January 18, 2012; and

WHEREAS, the Potter Park Zoo Board, Potter Park Zoological Society, and Ingham County wish to honor Gerry Brady's legacy by facilitating a smooth managerial transition while enabling him to focus his remaining County time ensuring the Zoo maintains its AZA accreditation; and

WHEREAS, Ingham County has entered into a contract with the City of Lansing for the operation and maintenance of 40 additional City of Lansing Parks to be managed by Ingham County Parks Director Willis Bennett, requiring a sacrifice of time and attention to the needs of the Potter Park Zoo; and

WHEREAS, within the last year, the Potter Park Zoological Society, a 501(C)(3) organization including staff and volunteers, has demonstrated sound fiscal responsibility and raised the quality and success of public relations, marketing and educational programs, all while fostering team partnership with, and providing additional assistance to, Ingham County to affect the seamless Zoo experience set as a goal by all involved; and

WHEREAS, said achievements have been made under the leadership and direction of the Potter Park Zoological Society Executive Director Sherrie Graham enabled through her extensive career experience in related capacities; and

WHEREAS, the appointment would need to be formalized through an amendment to the existing contract between the Ingham County Board of Commissioners and the Potter Park Zoological Society; and

WHEREAS, Interim Director Sherrie Graham will assume the operational and supervisory duties held by Gerry Brady and will represent the Zoo at the necessary Potter Park Zoo Board, Parks and Recreation Commission and Liaison Committee meetings of the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approve the negotiation of a contract amendment with the Potter Park Zoological Society for its Executive Director Sherrie Graham to also serve as the Interim Director of the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon execution of the contract amendment.

BE IT FURTHER RESOLVED, that the appointment shall remain in effect for 12 months or until a new Zoo Director is appointed.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommends the Board of Commissioners approve the negotiation of a contract amendment with the Potter Park Zoological Society for its Executive Director Sherrie Graham to also serve as the Interim Director of the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon the approval of this resolution by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, the Interim Zoo Director shall report to the Parks Director.

BE IT FURTHER RESOLVED, that mutually agreeable terms include the Interim Director must complete a needs assessment to determine the future staffing structure at the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign any necessary contract documents consistent with this resolution.

A 49/10-11-2011

VAN BUREN COUNTY BOARD OF COMMISSIONERS

RESOLUTION MOTION REPORT OF ADMINISTRATIVE AFFAIRS COMMITTEE

HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, Michigan counties provide crucial services on behalf of state government, as evidenced by the delivery of road patrol services, corrections, foster care, clean water, food safety, the judicial system, etc, and;

WHEREAS, Years of declining local revenues and cuts to state revenues to counties, coupled with unfunded state mandated services have placed Michigan counties in a position of financial stress, and;

WHEREAS, The state has a poor track record of fulfilling its' statutory promises for its share of funding for things like revenue sharing, payment in lieu of taxes (PILT), public health, Medicaid reimbursement, and county jail reimbursement, and;

WHEREAS, Personal property tax revenue represents 8% of \$1,400,000.00 of Van Buren County's total taxable value, and;

WHEREAS, The elimination of personal property taxes would harm a county's ability to provide mandated services to the public, and;

WHEREAS, Michigan counties are mandated by the state to pay for the state's court system with local taxpayer dollars, and;

WHEREAS, Michigan counties cannot continue to operate if the revenue from personal property taxes is not fully replaced with a constitutionally guaranteed revenue source, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners urges the legislature and the Governor to retain the personal property tax until such time as the residents of Michigan vote in favor of a constitutional amendment that will fully replace the revenues lost from the repeal of personal property taxes, and;

BE IT FURTHER RESOLVED, that this resolution be distributed to the Governor, Senators Tonya Schuitmaker and John Proos, Representative Aric Nesbitt, and the Michigan Association of Counties for the their consideration and action.

Signed: Donald G. Hanson
Mike Jette
Richard Fuestel
Mark Lee
Richard G. Jensen
Susan Hammond

Date: October 11, 2011

FOR CLERK'S USE ONLY
RECEIVED

MOTION BY: Hanson

CARRIED

SECONDED BY: Hammond

OCT 13 2011

NOT CARRIED



VIRG BERNERO, MAYOR

DEPARTMENT OF PLANNING AND NEIGHBORHOOD DEVELOPMENT

316 N. CAPITOL AVENUE • LANSING, MI 48933-1236 • (517) 483-4066 • FAX: (517) 483-6036

PLANNING OFFICE
316 N. CAPITOL AVE., SUITE D-1

**CITY OF LANSING PLANNING BOARD
NOTICE OF PUBLIC HEARING
6:30 p.m. Wednesday, November 9, 2011
South Side Community Center
Community Room, 5825 Wise Road, Lansing, MI**

DESIGN LANSING COMPREHENSIVE PLAN

The Lansing Planning Board will hold a public hearing on Wednesday, November 9, 2011, at 6:30 p.m. in the South Side Community Center Community Room, 5825 Wise Road, Lansing, MI, to consider the adoption of the proposed ***Design Lansing Comprehensive Plan***. Copies of the proposed Plan are available on the web at:
http://www.lansingmi.gov/pnd/planning/design_lansing.isp.

This public hearing is being conducted in accordance with Section 43(1) of the Michigan Planning Enabling Act (P.A. 33 of 2008), as amended.

For more information regarding the proposed Plan, please contact Bill Rieske at the Lansing Planning Office, at 483-4066, on Monday through Thursday, between 8 a.m. and 5 p.m.

If you are interested in this matter, please attend the public hearing, or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received by the Planning Office before 5 p.m. on Monday, November 7, 2011, at the Lansing Planning Office, Department of Planning and Neighborhood Development, 316 N. Capitol Ave., Lansing, MI 48933-1236, or if submitted by e-mail to brieske@lansingmi.gov by that date and time.

Bill Rieske, AICP
Asst. Planning Manager

RECEIVED
OCT 20 2011