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VICE-CHAIRPERSON
RYAN SEBOLT

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ROBIN NAEYAERT

FINANCE COMMITTEE
MARK GREBNER, CHAIR
THOMAS MORGAN
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
RANDY SCHAFFER
RANDY MAIVILLE

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 20, 2019 AT 6:00 P.M., IN CONFERENCE ROOM D & E, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [November 6, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accepting the FY 2019 [Homeland Security Grant](#) Program Funds
 - b. Resolution to Authorize the Ingham County Sheriff's Office to [Donate Equipment](#) from the Heavy Rescue Unit
 - c. Resolution to Purchase Stand-Alone [Evidence Software](#) from Porter Lee Corporation
2. Drain Commissioner – Resolution Pledging Full Faith and Credit to [Webberville](#) Consolidated Drain Drainage District Bonds
3. Community Corrections
 - a. Resolution to Authorize Amending FY 2018-2019 Community Corrections Program Subcontracts to Increase [Funding Awards](#) Based on State Approved Line Item Transfers
 - b. Resolution to Authorize a Contract with Northwest Initiative, Prevention and Training Services, and JSG Monitoring for Community Based [Programming](#) as Authorized by the Justice Millage
 - c. Resolution to Authorize a Subcontract for State FY 2019-2020 Community Corrections Pretrial Program [Electronic Monitoring](#) Services with Sentinel, Inc. and JSG Monitoring
4. Animal Control – Resolution to Accept [Two Seven Oh! Grant](#) for Reimbursement of Medical Costs on an Ongoing Basis
5. Law & Courts Committee – Resolution Authorizing 2020 Agreements for [Juvenile Justice](#) Community Agencies
6. Board of Commissioners
 - a. Resolution Continuing a Contract with WebQA for a [FOIA Management](#) Program
 - b. Resolution Increasing the Budget for the Ingham County [Cultural Diversity](#) Committee

7. Equalization/Tax Mapping – Resolution to Approve the [Revision](#) of the 2019 Apportionment Report
8. Community Agencies – Resolution Authorizing [2020 Agreements](#) for Community Agencies
9. Facilities Department – Resolution to Authorize a Contract Renewal with [Safety Systems, Inc.](#) for Alarm Monitoring Services at Forest Community Health Center
10. Parks Department
 - a. Resolution to Authorize an Amendment to the Contract with [Spicer Group, Inc.](#)
 - b. Resolution to Authorize an Amendment to the [City of Lansing](#) Trails and Parks Millage Agreements
11. Health Department
 - a. Resolution to Authorize a Michigan Agriculture Environmental Assurance Program (MAEAP) [Clean Sweep Program](#) Agreement with the Michigan Department of Agriculture and Rural Development (MDARD)
 - b. Resolution to Authorize an Agreement with [Redhead Design Studio](#) for Dissemination of Mass Media Campaign to Reduce HIV Stigma
 - c. Resolution to Authorize Agreements for the Region 7 [Perinatal Collaborative](#)
12. Innovation and Technology Department
 - a. Resolution to Approve the Renewal of the [Imagesoft and Onbase](#) Annual Support
 - b. Resolution to Approve the Renewal of the Microsoft Enterprise Agreement through [CDWG](#)
13. Road Department – Resolution to Authorize an Extension of RFP #49-19 with Yellow Rose Transport for the 2020 Seasonal Requirement of 29A [Blast Furnace Slag](#)
14. Human Resources – Resolution Approving the Collective Bargaining Agreement Wage Reopener for 2020 with the Ingham County Employees Association [Assistant Prosecuting Attorneys](#) Division
15. Controller/Administrator’s Office
 - a. Resolution to Authorize an Agreement with Gabriel Roeder Smith and Company to Conduct a Bi-Annual Retiree Health Care Valuation
 - b. Resolution to Authorize an Amendment to the Contract for [Legal Services](#)

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE
November 6, 2019
Draft Minutes

Members Present: Grebner, Crenshaw, Maiville, Morgan, Polsdofer, Schafer, and Tennis.

Members Absent: None.

Others Present: Alan Fox, Tim Morgan, Melissa Buzzard, Michael Townsend, Liz Noel, and others.

The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room D & E of the Human Services Building, 5303 South Cedar Street, Lansing, Michigan.

Approval of October 16, 2019 Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THAT THE MINUTES OF THE OCTOBER 16, 2019 FINANCE COMMITTEE MEETING WERE APPROVED AS PRESENTED.

Additions to the Agenda

17. Circuit Court – Resolution to Reorganize the Circuit Court Clerk’s Office

Substitutes –

9. Parks Department

- a. Resolution to Submit to the Electorate a Special Millage Renewal Question for a Countywide System of Trails and Parks

10. Human Services Committee

- a. Resolution to Submit to the Electorate a Special Millage Renewal Question for a Countywide Transportation System Primarily for the Disabled and Elderly
- b. Resolution to Submit to the Electorate a Special Millage Question Authorizing Funding for Elder Persons Services and Certifying Ballot Language
- c. Resolution to Submit to the Electorate a Special Millage for Continuing Health Services for Low Income, Uninsured Families and Adults Living in Ingham County

11. Health Department

- m. Resolution to Authorize Agreement with St. Vincent Catholic Charities

Chairperson Grebner stated that there were also new substitute resolutions presented to the Committee that were not on the blue sheet, for the following agenda items:

11. Health Department

- g. Resolution to Authorize an Agreement with Michigan Department of Health and Human Services for Refugee Health Promotion

- h. Resolution to Authorize Agreement with Michigan Department of Health and Human Services for Refugee Health Screenings
- n. Resolution to Accept the FY20 Grant Agreement with Michigan Department of Health and Human Services – Tobacco Use Reduction for People Living with HIV– 2020

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Approve Purchase of Training from PoliceOne.com Academy for Ingham County Sheriff's Office Staff
 - b. Resolution to Continue Records Management Software Support from Central Square Technologies
 - c. Resolution to Accept Grant Funds and Donations for the Ingham County Sheriff's Office Victim Advocate Unit on an Ongoing Basis
 - d. Resolution to Purchase Three New Tasers and Associated Equipment for the Sheriff's Office from Axon Enterprise, Inc.
2. Treasurer's Office – Resolution to Provide Funding for Low Income Tax Preparation
3. Register of Deeds Office – Resolution to Authorize an Extension of an Agreement with Fidlar Technologies for the Records Management Software System Currently Used in the Register of Deeds Office
4. 55th District Court
 - a. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court State Court Administrative Office - Michigan Mental Health Court Grant Program (SCAO-MMHCGP), Continue a Probation Officer Position, and Authorize Subcontracts
 - b. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court's State Court Administrative Office - Michigan Drug Court Grant Program (SCAO-MDCGP) and Authorize Subcontracts
5. Prosecuting Attorney – Resolution Authorizing Acceptance of a Grant Amendment with the Michigan State Police and the Ingham County Prosecutor's Office and Authorizing a Sub Contract Between the Ingham County Prosecutor's Office and Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety
6. 9-1-1 Center Dispatch – Resolution to Authorize Purchase of Computer Aided Dispatch (CAD) Computers

7. MSU Extension Office – Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the Annual Work Plan for 2020
8. Facilities Department
 - a. Resolution to Authorize an Agreement with Myers Plumbing for the Replacement of the Humidification System at the Grady Porter Building and Veterans Memorial Courthouse
 - b. Resolution Authorizing an Agreement with Laux Construction LLC for the Renovations at New Hope Community Center, the Health Department’s Administration and Women’s Health
9. Parks Department
 - b. Resolution to Authorize the Application to the Ingham County Trails and Parks Millage Fund for Three Projects within the Ingham County Parks
11. Health Department
 - a. Resolution to Authorize Amendment of Resolution #19-351
 - b. Resolution to Authorize a 2019-2020 Americorps State Grant
 - c. Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail
 - d. Resolution to Convert Medical Assistant Position
 - e. Resolution to Extend Curis Consulting Agreement
 - f. Resolution to Authorize an Agreement with Family and Community Development Services
 - i. Resolution to Authorize Amendment #1 to the 2019-2020 Comprehensive Agreement with the Michigan Department of Health and Human Services
 - j. Resolution to Extend Agreement with Michigan State University Department of Psychiatry
 - k. Resolution to Authorize an Agreement with Feldesman, Tucker, Leifer, and Fidell, LLP
 - l. Resolution to Amend Resolution #18-083 with Walmart Pharmacy
12. Innovation and Technology Department
 - a. Resolution to Approve Renewal of Support from Core Technology
 - b. Resolution to Approve Renewal of Training from ITProTV
 - c. Resolution to Approve the Renewal of the VmWare Support Agreement from CDWG
13. Road Department – Resolution to Authorize the Purchase of Single Tungsten Carbide Inserted Grader Blades, Wing Plow Blades and Wing Plow Shoes
14. Human Resources Department – Resolution to Authorize Purchase of Neogov HRIS Software Products and Related Services
15. Controller/Administrator’s Office
 - a. Resolution to Approve a Deficit Elimination Plan for the Homeland Security Grant Fund
 - b. Resolution to Approve a Deficit Elimination Plan for the Fair Fund
 - c. Resolution to Authorize Accounting and Consulting Services Agreement

THE MOTION CARRIED UNANIMOUSLY.

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

9. Parks Department

- a. Resolution to Submit to the Electorate a Special Millage Renewal Question for a Countywide System of Trails and Parks

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

Commissioner Tennis stated the Human Services Committee had made one change to the resolution. He further stated that they had had a lot of discussion about which ballot to place each millage on.

Commissioner Tennis stated that the millages were a discussion item on the agenda on the Democratic Caucus meeting on November 12, where they could come to a consensus on when to put the millages on the ballot. He further stated that the Human Services Committee had done some early tinkering of the resolutions ahead of the Democratic Caucus meeting, and this resolution was amended to move this to the August 2020 Primary ballot.

Chairperson Grebner asked what the rationale was for moving the millage to the August 2020 ballot.

Commissioner Tennis stated there was a request from Williamstown Township to not load up the March 2020 ballot with a large number of millage questions, because the township was putting a road millage on the ballot. He further stated the move of this millage was an effort to be mindful of other jurisdictions.

Commissioner Morgan stated that he reasoned that non-controversial resolutions could be moved to other ballots, whereas more tenuous millages should be placed on the March 2020 ballot given the electorate and their likely support of millages.

Commissioner Schafer stated that he thought the 911 Millage was the most important millage to be renewed and he had expressed that opinion many times. He further stated that he did not realize that consideration of Williamstown Township's road millage was steering the County's ship.

Commissioner Polsdofer stated he liked the idea of moving this millage to the August 202 ballot, as it would be an olive branch to Williamstown Township and give them a shot at improving their local roads.

Commissioner Morgan stated that his decision to put this millage on the August 2020 ballot was not in deference to Williamstown Township's road millage, because the Board of Commissioners could not consider one township when running a whole County. He further stated that he would rather put more at-risk millages on the March 2020 ballot than renewals.

Chairperson Grebner stated that he was so disheartened by the Committee's discussion because the idea of scheduling a millage that would affect the whole County in consideration of the impact it would have to one township while the township was not giving the County anything in return was not how it should be decided. He further stated that the reason he wanted to put the millage on the March 2020 ballot was to get everything out of the way on a short ballot, and if anything failed, it could be placed on the August or November 2020 ballots.

Chairperson Grebner stated if the County placed its millages on the March 2020 ballot, then the August and November 2020 ballots would be free for other jurisdictions' millages. He further stated that the August ballot would be complicated and messy, so it seemed to him that the County should put its millages on the March 2020 ballot and then if there was a problem or one was defeated, which he did not anticipate, then they could focus on that.

Discussion.

Commissioner Tennis stated a potential compromise could be to have the millage renewals on the March 2020 ballot, and then put the new or changed millages on the August 2020 ballot.

Chairperson Grebner stated that it made some sense to place millage renewals on the March 2020 ballot and new or changed millages on the August 2020 ballot, but he would prefer to get all of the millages out of the way. He further stated that sometimes there was a legal snag with millage language, so it was better to put the County millages on early in case there were issues.

Discussion.

Commissioner Morgan stated he was of the philosophy that the Finance Committee should handle finances. He further stated that he thought this would best be handled at the Democratic Caucus meeting rather than vote differently from the other committees.

Commissioner Maiville stated he agreed with Chairperson Grebner and Commissioner Morgan. He further stated it did not matter what election date was put in the resolution tonight, as it would likely be discussed at the Democratic Caucus meeting and get pulled on the Board of Commissioners floor anyway.

Commissioner Maiville stated the Board of Commissioners needed to look out for the County as a whole, since they had a number of their own millages to care about.

Discussion.

Commissioner Crenshaw asked what the deadline was to place a ballot question on the March 2020 ballot.

Commissioner Schafer stated the deadline to certify proposal language for the March 2020 ballot was December 17, 2019.

Commissioner Tennis stated he recalled that County Clerk Barb Byrum has asked the Board of Commissioners to pass the certification of ballot language as soon as possible. He further stated that he would like to pass the resolutions out of Committee tonight, and then they could be debated at the Democratic Caucus and, if needed, amended at the Board of Commissioners meeting.

Commissioner Schafer asked why the millage rate was 0.5 mills.

Chairperson Grebner stated that this was a renewal of the original millage which had been 0.5 mills. He further stated that less could always be levied if it was decided the full amount was not needed.

Discussion.

Commissioner Tennis stated that Parks Department staff had preferred to have the millage language on the August 2020 ballot, so more trails and parks projects would be completed in the spring of 2020 and voters would have a chance to see the success of the millage.

Tim Morgan, Parks Director, stated after the Human Services Committee meeting, he had thought about his recommendation to put the millage on the August 2020 ballot, and realized that the proposed Park Ranger position was contingent upon the passage of the Trails and parks Millage in 2020, and the later it was approved, the later the position could be filled. He further stated that there was also a new round of Trails and Parks Millage applications coming to the Board of Commissioners in December, and funding and the start of projects would be affected by putting the millage on a later election date.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. TENNIS, TO AMEND THE RESOLUTION AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held on ~~August 4~~ **March 10**, 2020.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposal to be stated on the ~~August 4~~ **March 10**, 2020 ballot and to be prepared and distributed in the manner required by law.

Commissioner Morgan stated he did not know if the Committee should deliberate the election dates for each millage ahead of the Democratic Caucus meeting.

THE MOTION TO AMEND THE RESOLUTION CARRIED. **Yeas:** Grebner, Maiville, Polsdofer, Schafer, Tennis **Nays:** Crenshaw, Morgan **Absent:** None

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

9. Parks Department
c. Resolution to Authorize a New Park Ranger Position

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Chairperson Grebner provided history on County millages. He stated that it was written into the Trails and Parks Millage to provide the services outlined in the resolution, and he noted that creating millages was a trend in the County to be able to expand services without affecting the General Fund.

THE MOTION CARRIED. **Yeas:** Crenshaw, Grebner, Maiville, Polsdofer, Schafer, Tennis
Nays: Morgan **Absent:** None

10. Human Services Committee
a. Resolution to Submit to the Electorate a Special Millage Renewal Question for a Countywide Transportation System Primarily for the Disabled and Elderly

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Commissioner Tennis stated the Human Service Committee had amended the election date of the millage to the November 2020 election, but he would have no objection to moving it to the March 2020 ballot.

Alan Fox, Chief Deputy Treasurer, stated that the Public Transportation System for Elderly and Disabled Millage Renewal date period was from 2021 to 2026, so a November 2020 election would not affect the ability to collect the taxes for it.

Discussion.

THE MOTION CARRIED UNANIMOUSLY.

10. Human Services Committee
b. Resolution to Submit to the Electorate a Special Millage Question Authorizing Funding for Elder Persons Services and Certifying Ballot Language

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO AMEND THE RESOLUTION AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the election to be held on ~~November 3~~ **August 4**, 2020:

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the ~~November 3~~ **August 4**, 2020 ballot and to be prepared and distributed in the manner required by law.

Commissioner Tennis stated the millage could not be put on the November 2020 ballot, because the Treasurer's Office would potentially not have time after the certification of the election results to prepare the tax bill.

Discussion.

THE MOTION TO AMEND THE RESOLUTION CARRIED. **Yeas:** Crenshaw, Maiville, Morgan, Polsdofer, Schafer, Tennis **Nays:** Grebner **Absent:** None

Commissioner Schafer stated he had met with Marion Owen, Tri-County Office on Aging (TCOA) Executive Director, and TCOA staff, to discuss the millage. He further stated that there was another possible millage for a senior center and he was concerned about the amount of taxes in the County.

Chairperson Grebner stated if there were two millages that were similar, one at the local level and the other at the County level, some planning would need to be done to make sure the renewals were not placed on the same ballot in the future.

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

10. Human Services Committee

- c. Resolution to Submit to the Electorate a Special Millage for Continuing Health Services for Low Income, Uninsured Families and Adults Living in Ingham County

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Commissioner Tennis stated this millage was still proposed to be on the March 2020 ballot, but the portion about the 250% of federal poverty guidelines had been removed from the ballot language and put in the body of the resolution.

Commissioner Morgan stated that he thought of all of the County millages, this was the heaviest lift. He further stated he preferred to have this millage on the March 2020 ballot to give it the best chance of passing.

Discussion.

Commissioner Tennis stated if the consensus of the Board of Commissioners was to not have the millage on the March 2020 ballot, he would not oppose that.

Chairperson Grebner stated he thought the March 2020 would be the best chance that this millage had to pass.

Commissioner Morgan stated he agreed with Chairperson Grebner.

Discussion.

Chairperson Grebner stated he liked this millage language. He further stated that he thought the 250% poverty level language was asking for grief from the electorate, but it had no legal effect.

Commissioner Schafer stated he would vote against the resolution because this millage was not a renewal and was in fact a significant increase to the current millage rate, and the current millage had issues to the point it was audited.

Discussion.

THE MOTION CARRIED. **Yeas:** Crenshaw, Grebner, Morgan, Polsdofer, Tennis
 Nays: Maiville, Schafer **Absent:** None

- 11. Health Department
 - g. Resolution to Authorize an Agreement with Michigan Department of Health and Human Services for Refugee Health Promotion
 - h. Resolution to Authorize Agreement with Michigan Department of Health and Human Services for Refugee Health Screenings
 - n. Resolution to Accept the FY20 Grant Agreement with Michigan Department of Health and Human Services – Tobacco Use Reduction for People Living with HIV– 2020

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE SUBSTITUTE RESOLUTIONS AS PRESENTED TO THE COMMITTEE.

Commissioner Tennis stated the substitute resolutions changed the signatories of the contracts.

THE MOTION TO APPROVE THE RESOLUTIONS CARRIED UNANIMOUSLY.

- 11. Health Department
 - m. Resolution to Authorize Agreement with St. Vincent Catholic Charities

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Commissioner Tennis stated at the Human Services Committee meeting, there had been concern about St. Vincent Catholic Charities (SVCC) and recent litigation about their discrimination of same-sex couples for adoptions. He further stated that there had also been allegations that SVCC had been implicated in the separation of families at the border, which was incorrect.

Commissioner Tennis stated that in the past, SVCC had issues adhering to the County policy, namely, the Living Wage Policy, but those issues were resolved about five or six years ago and there had been no issues with SVCC since. He further stated that the Human Services Committee was not willing to renew a full-year contract, so they had decided on a six month contract instead.

Commissioner Tennis stated the contract with SVCC was for interpretation services for the refugee population that were seen by the health centers in the County, and because SVCC was the main resettlement agency for the State, the clients were already familiar with the services, including case management, that the organization provided. He further stated that he was personally torn with this contract, as he believed by altering the SVCC contract, the County could place the well-being of refugees that were relying on the services in jeopardy, but he also did not feel comfortable having a vendor that did not share the County's views on equality.

Commissioner Tennis stated that a six month contract would give staff at the Health Department a chance to reevaluate the services and SVCC was given a chance to comply with the County policy.

Commissioner Crenshaw stated that he was concerned that the effective date of the contract was a month before the date it came before the Committee. He further stated that there had been issues with other departments' contracts and he was concerned about backdating contracts, as well as disadvantaging refugees.

Commissioner Tennis stated that the effective date of the contract had also come up in the Human Services Committee, and he defended the Health Department because the contract had been deliberated for a long time by the Ingham Community Health Centers (ICHC) Board, which had held up the process. He further stated that despite SVCC's misgivings, the ICHC had decided to approve the contract.

Chairperson Grebner stated it was common for the County to approve contracts for things that were actually bought last month. He further stated that he did not think changing the contract to make the organization change another policy would be effective.

Discussion.

THE MOTION CARRIED. **Yeas:** Grebner, Maiville, Schafer, Tennis
 Nays: Crenshaw, Morgan, Polsdofer **Absent:** None

17. Circuit Court – Resolution to Reorganize the Circuit Court Clerk's Office

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION.

THE MOTION CARRIED UNANIMOUSLY.

16. Board Referrals

- a. Notice of Public Hearing from the City of Lansing Regarding the Proposed Creation of Lansing Gateway Corridor Improvement Authority
- b. Notice of Public Hearing from the City of Lansing Regarding the Proposed Creation of South Martin Luther King Corridor Improvement Authority
- c. Notice of Public Hearing from the City of Lansing Regarding the Approval of an Obsolete Property Rehabilitation Certificate for the Property Located at 1030 S. Holmes St., Lansing
- d. Notice of Public Hearing from the City of Lansing Regarding the Approval of an Obsolete Property Rehabilitation Certificate for the Property Located at 1611 East Kalamazoo St., Lansing
- e. Letter from the East Lansing Downtown Development Authority Regarding an Informational Meeting to Share Projects Completed over the Last Year and Discuss Future Plans in the DDA District
- f. Notice of Public Hearing from the City of Lansing Regarding the Proposed Saginaw Street Corridor Improvement Authority Development and Finance Plan
- g. Notice of Public Hearing from the City of Lansing Regarding the Proposed Michigan Avenue Corridor Improvement Authority Development and Finance Plan
- h. Notice of Public Hearing from the City of Lansing Regarding the Approval of Brownfield Plan #77-500 Block Redevelopment Project for the Property Referred to 501 S. Capitol Avenue and 535 & Vacant S. Capitol Avenue and 520 & Vacant S. Washington Avenue in Lansing
- i. Delhi Charter Township Assessing Officers Report for Industrial Facility Exemption Certificates for 2019

Chairperson Grebner placed the referrals on file.

Commissioner Crenshaw stated he had asked that the Controller's Office representative to the liaison committee respond to the referrals, to acknowledge they were received and to respond to any posed questions. He asked that that be done for the referrals to the Committee.

Discussion.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:51 p.m.

**NOVEMBER 20, 2019 FINANCE AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

- 1a. Sheriff's Office** – *Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accepting the FY 2019 Homeland Security Grant Program Funds*

This resolution will authorize entering into a contract with the State of Michigan, FY 2019 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of \$887,607 for the time period of September 1, 2019 to May 31, 2022. It will also authorize Ingham County to act as the fiduciary agent for the grant.

The purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field. The total amount of grant funds available to Ingham County agencies is \$28,442.91 from the State Homeland Security Program (SHSP) and \$34,321.87 from the Law Enforcement Terrorism Prevention Activities (LETPA) for a total of \$62,764.78

See memo for details.

- 1b. Sheriff's Office** – *Resolution to Authorize the Ingham County Sheriff's Office to Donate Equipment from the Heavy Rescue Unit*

The Ingham County Sheriff's Office - Heavy Rescue Unit was decommissioned on June 12, 2019. The Unit has acquired many pieces of equipment and tools since its formation in 1971, including over 130 pieces of equipment such as extrication equipment, rope, power cords, chain saws, hand tools, saws, extension cords, lighting equipment, protective clothing, and many other items.

Local area fire departments have a need for these decommissioned items. This resolution will authorized the donation of this equipment to fire departments within Ingham County.

See memo for details.

- 1c. Sheriff's Office** – *Resolution to Purchase Stand-Alone Evidence Software from Porter Lee Corporation*

This resolution will authorize the purchase of The Beast evidence management system for the cost of \$23,285.10 with annual software support costs of \$1,475. Initial set up cost and support will be paid out of the Forfeiture Account and ongoing maintenance and support will be paid from the Sheriff's operating budget.

This will replace the Sheriff's Office current evidence software, which is time consuming and inefficient. Currently, property and evidence data is stored in two different software programs. The purchase of the Beast will improve efficiency by providing electronic merging of all property and evidence data into the stand alone system.

See memo for details.

2. Drain Commissioner – Resolution Pledging Full Faith and Credit to Webberville Consolidated Drain Drainage District Bonds

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to the Webberville Consolidated Drain Drainage District Bonds. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. This drain project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the project, the Drain Commissioner intends to issue the Drainage District's bonds in an amount not to exceed \$4,490,000. Principal and interest payments on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District.

3a. Community Corrections – Resolution to Authorize Amending FY 2018-2019 Community Corrections Program Subcontracts to Increase Funding Awards Based on State Approved Line Item Transfers

The State of Michigan – Office of Community Corrections approved FY 2018-2019 Budget Adjustment Requests to transfer funds from the Opioid Specific and Pretrial programs that did not fully utilize awarded funds, to the MRT, Domestic Violence Intervention, Relapse Prevention and Recovery, and Day Reporting programs that required additional funds to maintain services through the end of the fiscal year. This resolution will authorize amending the following subcontracts for CCAB Plans and Services programming to increase total compensation amounts pursuant to State approved Budget Adjustments for FY 2018-2019: Relapse Prevention and Recovery provided by CEI-CMH from \$67,898 to \$67,940.60; MRT Cognitive Change Groups provided by Prevention and Training Services from \$26,082 to \$39,039.40; Domestic Violence Intervention Groups provided by Prevention and Training Services from \$12,000 to \$14,700; and Day Reporting services provided by Northwest Initiative – ARRO from \$40,274 to \$46,774.

See memo for details.

3b. Community Corrections – Resolution to Authorize a Contract with Northwest Initiative, Prevention and Training Services, and JSG Monitoring for Community Based Programming as Authorized by the Justice Millage

Resolution #19-441 approved Justice Millage funds in the amount of \$100,600 for Community Corrections programs, including Day Reporting, MRT, and Electronic Monitoring. This resolution will authorize entering into contracts with Northwest Initiative for Day Reporting services in an amount not to exceed \$52,000, with Prevention and Training Services for MRT groups in an amount not to exceed \$28,600 and with JSG Monitoring for electronic monitoring services in an amount not to exceed \$20,000 for the performance period of January 1, 2020 through December 31, 2020.

See memo for details.

3c. Community Corrections – Resolution to Authorize a Subcontract for State FY 2019-2020 Community Corrections Pretrial Program Electronic Monitoring Services with Sentinel, Inc. and JSG Monitoring

The Community Corrections State Funding Application for FY2019-2020 includes a Pretrial program with electronic monitoring services for indigent pretrial defendants. Resolution #19-393 adopted September 24, 2019 authorized ending the current County General Fund contract with Sentinel, Inc. on December 31, 2019 and entering a new contract with JSG Monitoring beginning on December 1, 2019 for an initial period not to extend beyond December 31, 2022. Therefore, for State FY 2019-2020, Sentinel will provide services from October 1, 2019 through December 31, 2019; and, JSG will provide services from December 1, 2019 through September 30, 2020.

This resolution will authorize entering into a subcontract with Sentinel, Inc. to provide electronic monitoring services for the Community Corrections Pretrial program for indigent defendants from October 1, 2019 through December 31, 2019. It will also authorize entering into a subcontract with JSG Monitoring to provide electronic monitoring services for the Community Corrections Pretrial program for indigent defendants from December 1, 2019 through September 30, 2020. Entering into the subcontracts is contingent upon entering into the Agreement with the State and the availability of grant funds from the State of Michigan for these purposes.

4. Animal Control – Resolution to Accept Two Seven Oh! Grants for Reimbursement of Medical Costs on an Ongoing Basis

This resolution will approve the acceptance of grants from the Two Seven Oh! Foundation for an amount to be determined by the number of animals tested or treated, but not to exceed \$10,000 with no match requirement. Ingham County Animal Control and Shelter has applied for and has been approved to receive seven grants from the Two Seven Oh! Foundation in the past. The purpose of these grants is to reimburse Ingham County Animal Control for veterinary testing and treatments during set grant periods. Reimbursement grant funding received to date has ranged from \$2,500 to \$7,000 per grant.

See memo for details.

5. Law & Courts Committee – Resolution Authorizing 2020 Agreements for Juvenile Justice Community Agencies

This resolution will authorize contracts for the 2020 Juvenile Justice Community Agency Process. The Board of Commissioners previously reserved \$125,000 of the Juvenile Justice Millage (JMJ) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law and Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

For 2020 the individual agency requests for funds are:

Child and Family Charities – Nexus	\$ 40,024
Child and Family Charities – Teen Court	\$ 26,547
Resolution Services Center of Central Michigan – Restorative Justice	\$ 37,500
<u>New Request</u> – Resolution Services Center of Central Michigan	
– Youth Diversion	\$ 20,000
Small Talk Children’s Assessment Center	<u>\$ 19,000</u>
	\$143,071

6a. Board of Commissioners’ Office – Resolution Continuing a Contract with WebQA for a FOIA Management Program

On December 8, 2015 the Board of Commissioners approved Resolution #15-461 to authorize a contract with WebQA for a Freedom of Information Act (FOIA) management program. Changes in the Michigan FOIA and the volume of FOIA requests received by Ingham County made this purchase necessary. The Board of Commissioners’ Office Director recommends approval of a resolution to continue the WebQA contract through December 31, 2020 at a total cost not to exceed \$19,197.

6b. Board of Commissioners’ Office – Resolution Increasing the Budget for the Cultural Diversity Committee

The Cultural Diversity Committee was established to educate and provide a greater awareness of Ingham County’s culturally diverse and changing population. The Committee hosts an annual luncheon and Unity in the Community event. Committee members remain active throughout the year by educating, raising awareness and providing a positive environment that promotes diversity and inclusion. A resolution is offered to increase the Committee’s 2020 budget by \$1,500 in order to cover increased costs associated with their work.

7. Equalization – Resolution to Approve the Revision of the 2019 Apportionment Report

This resolution amends Resolution #19-402 by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2019.

8. Community Agencies – Resolution Authorizing 2020 Agreements for Community Agencies

This resolution approves community agency funding for FY 2020. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners resolution #19-243. For 2020, Thirty two (32) applications were received, requesting a total of \$297,950; and \$200,000 is included in the 2020 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications and Northwest Initiative (application received after deadline). Total recommended funding is \$217,300. If the resolution is approved as recommended, the additional \$17,300 could be utilized from the 2020 contingency fund.

9. Facilities Department - Resolution to Authorize a Contract Renewal with Safety Systems, Inc. for Alarm Monitoring Services at Forest Community Health Center

This resolution renews the contract with Safety Systems, Inc. for alarm monitoring services at Forest Community Health Center. The agreement term will be for 60 months at \$90.00 per month for burglary, temperature sensors and fire alarm monitoring. Funds are available in the Community Health Center budget.

10a. Parks Department - Resolution to Authorize an Amendment to the Contract with Spicer Group, Inc.

This resolution authorizes an amendment to the contract with Spicer Group not to exceed \$30,000 in funding to complete additional tasks. Funding is available from the Trails & Parks Millage.

10b. Parks Department - Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage Agreements

This resolution authorizes an additional \$769,527 for the following agreements:

Contract Title	Project #	Original Amount Authorized	Original Match Provided by the City of Lansing	Additional Amount Authorized
Moore's River Drive Trail Repair	TR006	\$368,160	\$0	\$312,325
Grand River North Section - Bank Stabilization	TR029	\$100,000	\$0	\$226,945
Bank Stabilization-Washington Avenue	TR038	\$55,000	\$15,000(21%)	\$230,257

The Moores River Drive and Grand River North agreements are also extended through August 31, 2020.

11a. Health Department - Resolution to Authorize a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program Agreement with the Michigan Department of Agriculture and Rural Development (MDARD)

This resolution authorizes the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year. MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2020 to be used for the disposal of pesticides and herbicides.

11b. Health Department - Resolution to Authorize an Agreement with Redhead Design Studio for Dissemination of Mass Media Campaign to Reduce HIV Stigma

This resolution an agreement with Redhead Design Studio for the period of November 1, 2019 through September 30, 2020 in an amount not to exceed \$10,000 for the dissemination of an HIV anti-stigma mass media campaign. Funding for this agreement is included in the budget.

11c. Health Department - Resolution to Authorize Agreements for the Region 7 Perinatal Collaborative

This resolution authorizes agreements with Eaton and Clinton Counties and contract with Larder Data Consulting, LLC to help reduce infant and maternal mortality rates in Eaton, Clinton and Ingham Counties to be effective upon execution through September 30, 2020. To fund this collaborative work, MDHHS has given ICHD \$50,000 to be received through amendment one of the FY 19/20 master agreement.

12a. Innovation and Technology Department – Resolution to Approve the Renewal of the Imagesoft and Onbase Annual Support

On December 14, 2010 the Board of Commissioners approved Resolution #10-389 to authorize an agreement with Imagesoft, Inc. for annual maintenance of the Onbase imaging application. Annual maintenance agreements have been routinely approved over the past decade, and the current support contract will expire on December 31. OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. The Innovation and Technology Department recommends approval of a resolution to authorize a contract with Onbase for support renewals in an amount not to exceed \$191,000.

12b. Innovation and Technology Department – Resolution to Approve the Renewal of the Microsoft Enterprise Agreement through CDWG

On January 28, 2014 the Board approved Resolution #14-025 to authorize execution of a Microsoft Enterprise Agreement to better manage licensing costs, ensure legal compliance, and to access the most current software. Benefits of the agreement also include online training, employee home use, and support incidents at no additional cost. After careful auditing and review of the County's Microsoft licensing position, the Innovation and Technology Department has determined that the time is right to migrate to the Office 365 (O365) offering. By doing so at the end of the current agreement, the County realizes a significant perpetual discount versus phasing it in or changing mid-contract. The cost savings is estimated at 20% over other approaches to the switchover. This also allows the County to take advantage of the other features of O365 such as Advanced Threat Protection and Message Encryption for email which will provide stronger protection than our current methods. The Chief Information Officer recommends approval of a resolution to renew the Microsoft Enterprise Agreement through CDWG in an amount not to exceed \$420,000 over three years.

13. Road Department – *Resolution to Authorize an Extension of RFP #49-19 with Yellow Rose Transport for the 2020 Seasonal Requirement of 29A Blast Furnace Slag*

The Road Department applies approximately 15,000 tons of 29A Blast furnace slag annually for use in road chip-sealing and various other road maintenance operations. The material will be delivered to Road Department Western, Eastern and Metro facilities. The Department recommends approval of a resolution to authorize purchase of 29A Blast furnace slag on an as-needed basis from Yellow Rose Transport Inc. at a cost of \$29 per ton delivered to the Western Garage and \$29.95 delivered to the Eastern Garage.

14. Human Resources – *Resolution Approving the Collective Bargaining Agreement Wage Reopener for 2020 with the Ingham County Employees Association Assistant Prosecuting Attorneys Division*

This resolution authorizes modification of the current collective bargaining agreement to include the modifications of the 2020 wage reopener agreement, subject to the approval as to form by the County Attorney.

15a. Controller's Office – *Resolution to Authorize an Agreement with Gabriel Roeder Smith and Company to Conduct a Bi-Annual Retiree Health Care Valuation*

This resolution authorizes an agreement with Gabriel Roeder Smith and Company to conduct a bi-annual retiree health care valuation which is a requirement to complete the audit.

15b. Controller's Office – *Resolution to Authorize an Amendment to the Contract for Legal Services*

For many years Ingham County has retained the services of Cohl, Stoker & Toskey P.C. for legal services including general county law matters, labor law matters, and workers compensation defense work. Previous agreements specifically exclude litigation covered by County insurance policies or risk groups, but the firm is often assigned to defend the County in such cases by Michigan Municipal Risk Management Authority in recognition of their extensive knowledge of Ingham County matters. The only other exclusion is for bond legal work, a specialty area of law contracted to another firm. Cohl, Stoker & Toskey P.C. seeks a 2% rate increase for 2020. The agreement includes a separate fee of up to \$12,000 for costs and expenses incurred in association with legal matters. A resolution is offered to amend the Legal Services contract to reflect this increase.

Agenda Item 1a

TO: Law & Courts and Finance Committees

FROM: Sergeant James Every, Ingham County Office of Emergency Management

DATE: October 31, 2019

SUBJECT RESOLUTION TO ENTER INTO A CONTRACT WITH THE STATE OF MICHIGAN, MAKING INGHAM COUNTY THE FIDUCIARY AGENT FOR THE MICHIGAN HOMELAND SECURITY REGION 1 AND ACCEPT THE FY2019 HOMELAND SECURITY GRANT PROGRAM FUNDS

November 14, 2019 Law & Courts and November 20, 2019 Finance Committee Meetings

BACKGROUND

The FY 2019 Homeland Security Grant Program (HSGP) is a primary funding mechanism that plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation.

The purpose of this contract is to provide federal pass-through funds to the Region 1 Homeland Security Planning Board through the County of Ingham.

ALTERNATIVES

None

FINANCIAL IMPACT

The amount of funding being awarded to Region 1 is \$887,607.00. The FY 2019 HSGP covers eligible costs from September 1, 2019 to May 31, 2022. At least \$219,402.65 of award funds must be dedicated toward Law Enforcement Terrorism Prevention Activities (LETPA). A Maximum of \$438,804.00 of award funds may be used for personnel and personnel-related activities. A maximum of up to 5% of State Homeland Security Program (SHSP) funds awarded may be retained and used solely for management and administration (M&A) purposes associated with the SHSP Award. This 5% will be retained by the County of Ingham for M&A purposes.

OTHER CONSIDERATIONS

The County of Ingham may only fund projects which directly support one of the FY 2019 HSGP grant investments. The State of Michigan shall make final determination on how funds awarded under the grant agreement are allocated and/or spent, from projects reviewed and approved by the Region 1 Planning Board and submitted to the State of Michigan by the County of Ingham.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH THE STATE OF MICHIGAN, MAKING INGHAM COUNTY THE FIDUCIARY AGENT FOR MICHIGAN HOMELAND SECURITY REGION 1 AND ACCEPTING THE FY 2019 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 2019 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 \$28,442.91 from the State Homeland Security Program (SHSP) and \$34,321.87 from the Law Enforcement Terrorism Prevention Activities (LETPA) for a total of \$62,764.78; and

WHEREAS, the SHSP is a core assistance program that provides funds to build capabilities at the state, local, tribal, and territorial levels, to enhance national resilience to absorb disruptions and rapidly recover from natural disasters and terrorist incidents; 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 total grant award for Michigan Homeland Security Region 1 for FY 2019 is \$887,607.00; and

WHEREAS, Ingham County will be the fiduciary agent for these grant funds for Michigan Homeland Security Region 1.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan to be the fiduciary agent for the FY 2019 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of \$887,607 for the time period of September 1, 2019 to May 31, 2022.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the following Region 1 partners receiving FY 2019 HSGP funding to include: County of Clinton, County of Eaton, County of Gratiot, County of Hillsdale, County of Ingham, County of Jackson, County of Lenawee, County of Livingston, County of Shiawassee, and the City of Lansing.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

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

TO: Law & Courts and Finance Committees

FROM: Sergeant James Every, Ingham County Office of Emergency Management

DATE: October 31, 2019

SUBJECT: RESOLUTION TO AUTHORIZE INGHAM COUNTY SHERIFF'S OFFICE TO DONATE HEAVY RESCUE EQUIPMENT

November 14, 2019 Law & Courts and November 20, 2019 Finance Committee Meetings

BACKGROUND

The Ingham County Sheriff's Office - Heavy Rescue Unit was decommissioned on June 12, 2019. The Heavy Rescue Unit was formed in 1971 and has provided support to area police and fire departments for traffic control, lighting, air tank refills, and various other duties related to police and fire operations.

The Heavy Rescue Unit has acquired many pieces of equipment and tools since 1971 to perform the above duties. These tools consist of over 130 pieces of equipment such as: extrication equipment, rope, power cords, chain saws, hand tools, saws, extension cords, lighting equipment, protective clothing, and many other items.

Area local fire departments have a need for the above decommissioned items for their inventory for life saving purposes. Many of these items are specific in nature to the purpose they are used and area local fire departments would benefit from their donation

ALTERNATIVES

None

FINANCIAL IMPACT

None

OTHER CONSIDERATIONS

None

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE TO
DONATE EQUIPMENT FROM THE HEAVY RESCUE UNIT**

WHEREAS, the Ingham County Sheriff's Office has a Heavy Rescue Unit comprised solely of volunteers; and

WHEREAS, due to unforeseen circumstances, it is necessary to discontinue the Heavy Rescue Unit and the Sheriff's Office would like to donate equipment from the unit to Ingham County area fire departments.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to donate equipment on the attached list from the Heavy Rescue Unit to Ingham County area fire departments.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary agreements after approval as to form by the County Attorney.

Inventory for Heavy Rescue	Estimated Value
Vehicle 46 Ford F-450	5,000.00
Hurst Cutters – MOC	1,250.00
Hurst Cutters - 0 – 150	600.00
Hurst Spreaders – Maverick 27	600.00
Hurst Ram – Small 30 inch & Large 60 inch	550.00
Steering Wheel Cover	25.00
Hurst Combo Tool – Palidan	800.00
100 Feet of tool hose	800.00
2 ½ - 6 feet long chains	10.00
Cribbing	10.00
O’Connell Plate – 2	40.00
200 Feet of extension cord	150.00
3 Cum-a-longs	120.00
Jumper Cables	20.00
3/8s – 5 sections of chain	100.00
Miscellaneous Hand Tools	25.00
Oil Cans / Gas Cans / WD40	25.00
Socket Wrench Set	20.00
Socket Wrench Set	20.00
Large Pry bar	20.00
Bolt Cutters	15.00
Collapsible Halligan	15.00
Adjustable Wrench	5.00
10LB Maul	12.00
Pipe Wrench	10.00
Hack Saw	5.00
ParaTech K Tool	3.00
Para Tech Pry Ax (2)	10.00
Porta power	20.00
Air Chisel	25.00
Air Grinder	25.00
1 – Saws All	35.00
1 – SCBA Bottle (2216)	10.00
50 Feet of Extension Cord	20.00
4 – Rescue Struts	200.00
1 – Tow Strap	10.00
1 – Life Jacket	10.00
Misc. - Towels and Blankets	5.00
1 – Set of Jumper Cables	12.00
2 – LZ Kit	100.00
Bio-Hazard Bags	5.00
Miscellaneous Air bags	200.00
2 – 100 Foot Sections of Rope	150.00
Shovels and Brooms	30.00
2 – Handyman Jacks	60.00

1 – EMS Kit	7.00
Backboard and straps / Stokes Basket	35.00
1 – Sawsall	35.00
2 – Chain saws – Craftsman (1) and Stihl (1)	150.00
1 – Attic Ladder	100.00
1 – Poulan 365 Pro Chainsaw	75.00
2 – 4” Anchor Slings	10.00
10 – 8’ Anchor Loops	15.00
2 – 3” Double Pullies	10.00
2 – 2” Pressure Minding Pullies	12.00
1 – Stiff-neck Extrication Collar	7.00
2 – 3” Single Pullies	8.00
1 – Hard Hat and Extrication Gloves	5.00
1 – 1” Single Pulley	6.00
6 – Locking Carabiner’s	6.00
2 – 10mm Delta Mans	5.00
1 – Bio-Hazard Kit	5.00
1 – Troll Harness Large	5.00
1 – Small Ked Board	6.00
1 – Troll Harness Small	5.00
3 – Body Harness with Carabiner’s	10.00
19 – 6’ Anchor Loops	19.00
2 – Come-a-longs	24.00
4 – 20’ Orange Webbing	10.00
(P8 – P17 – P22) Air Bags	100.00
2 – Edge Protectors	6.00
2.5” Rescue Hose	12.00
2 – Gold Ascender	5.00
4 – Bolt Cutters	40.00
15 – Carabiner	15.00
1 – Pipe Cutter	12.00
1 – Large Porta Power Spreader	120.00
1 – Lifting Bridle	12.00
1 – Small Porta Power Spreader	85.00
2 – Delta Mans	20.00
1 – Hatchet	8.00
1 – Spanner Wrench	8.00
1 – Rope Cutter in locker	6.00
1 – Porta Power Spreader	110.00
15 – 1” Express Sling	15.00
Miscellaneous Hand Tools	85.00
2 – 3” Double Pullies	8.00
1 – 1” Single Pullies	3.00
1 – 3” Single Pullies	3.50
1 – 4” Single Pullies	4.00
(15) Protective Jackets with reflective markings	

Agenda Item 1c

TO: Law & Courts and Finance Committees

FROM: Lieutenant Danielle Patrick, Ingham County Sheriff's Office

DATE: 10/23/2019

RE: RESOLUTION TO PURCHASE STAND-ALONE EVIDENCE SOFTWARE

The Ingham County Sheriff's Office requests to purchase a stand-alone evidence management software system. The request for purchase is the evidence software system known as "The Beast", at the cost of \$23,285.10 with annual software support costs of \$1,475.00. The initial set up cost and support will be paid out of the Forfeiture Account (26533500-726010). Future maintenance and support will be paid out of Field Services/Contracts (10130101-818000).

The Ingham County Sheriff's Office current evidence software is time consuming and inefficient. It will require all property/evidence data to be manually re-entered into our newest records management software purchased in 2018, and re-entry of all property/evidence data housed in the facility each time a new records management software is installed. We currently have property and evidence data in two software programs. The purchase of the Beast will provide electronic merging all property and evidence data into the stand alone system, therefore making it more efficient.

Agenda Item 1c

TO: Undersheriff Bouck, Sheriff's Office
FROM: James Hudgins, Director of Purchasing
DATE: October 23, 2019
RE: Memorandum of Performance for RFP No. 238-19 Evidence System

The Purchasing Department can confirm that three written quotes were sought and received from vendors for the purpose of providing a stand-alone evidence system for the Ingham County Sheriff's Office.

The scope of work includes, but is not limited to, providing a customizable management system that includes software, supplies, training and support for the purposes of conducting audits and reporting of evidence.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	3	0
Vendors responding	3	0

A summary of the vendors' costs is located on the next page.

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

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

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

SUMMARY OF VENDORS' COSTS

Company Name	Location	Local Pref.	Quoted Amount	Annual Support (Service Agreement)	Data conversion included in cost
Progressive Microtechnology Inc.	St. Augustine FL	No	\$6,450.00	\$695.00	No, and not available
Porter Lee Corporation	Schaumburg IL	No	\$23,285.01	\$1,475.00	Yes, 10-years of data
File On Q	Seattle WA	No	\$38,991.00	\$3,560.00 basic plan	No, +\$8,000.00

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PURCHASE STAND-ALONE EVIDENCE SOFTWARE FROM
PORTER LEE CORPORATION**

WHEREAS, the Ingham County Sheriff's Office has a need to hold items of property and evidence in the course of its duties, and

WHEREAS, our current evidence system, a part of our records management system, is time consuming, redundant and therefore inefficient, and

WHEREAS, using a records management system for evidence management will require manual removal of property/evidence data from the current records management system and manual re-entry of all property/evidence data into the new records management system each time a new records management software is purchased, and

WHEREAS, manual re-entry of all evidence data into a new records management system requires extensive personnel hours and increases opportunity for error; and

WHEREAS, many law enforcement agencies are moving to a stand-alone evidence management system to eliminate that process, and

WHEREAS, research and quotes from three stand-alone evidence systems were received; of the three stand-alone evidence systems, The Beast was found to be the most efficient, customizable, and successfully used by other local agencies, and

WHEREAS, The Beast was the median cost of the three systems and offered the most support and customization, at the cost of \$23,285.10 with annual software support costs of \$1,475.00, and initial set up cost and support will be paid out of the Forfeiture Account (26533500-726010), and future maintenance and support will be paid out of Field Services/Contracts (10130101-818000); and

WHEREAS, The Beast software will provide electronic data migration for property/evidence held in our records management systems, eliminating manual individual item re-entry into the software, therefore significantly reducing personnel hours and opportunity for error, and

WHEREAS, The Beast software will allow the Ingham County Sheriff's Office to hold all evidence items in a stand-alone evidence system, regardless of the records management software used in the future.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners authorizes entering into a contract with Porter Lee Corporation, located at 1901 Wright Blvd., Schaumburg, IL 60193, for the purchase of "The Beast" evidence management system for ~~the~~ a not-to-exceed total cost of \$23,285.10, with annual software support costs of \$1,775.00.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller to make the necessary adjustments to the Ingham County Sheriff's Office budget to purchase The Beast evidence management system.

Agenda Item 2

To: County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Date: November 4, 2019

Re: Resolution Authorizing County's Full Faith and Credit for Webberville Consolidated Drain 2020 Bonds for meeting agendas of November 19th and November 20th

I am requesting that the Board of Commissioners grant full faith and credit of the County for the bonds that will finance the Webberville Consolidated Drain Maintenance and Improvement Project ("Project"). Such action is customary because it provides the bond holder an important level of security for the bonds. This bond issue is being sold through the Rural Development program of the United States Department of Agriculture. Rural Development offers lower than market rates of interest and more flexible terms for the bond issue thus lowering costs for the municipalities and property owners of the Drainage District who are liable to pay for benefit of the project. The municipalities with benefit at-large for the Project include the Village of Webberville, the Township of Leroy, the Michigan Department of Transportation, and the County of Ingham. There are 565 properties and 1042 acres (495 acres in the Village of Webberville and 547 acres in the Township of Leroy) within the Webberville Consolidated Drain Drainage District (please see the attached map for the location of the Webberville Consolidated Drain and Drainage District).

The Webberville Consolidated Drain Maintenance and Improvement Project results from a September 13, 2016 petition submitted by the Village of Webberville. Petitioners wanted the drainage improved to alleviate the repeated flooding of properties and homes. On March 27, 2019, the petition was found necessary by a statutory Board of Determination. The proposed Project includes the installation of 12,185 feet (over 2.3 miles) of enclosed storm drain pipe ranging in size from 8" to 30", 50 feet of new 60" culvert under Gramer County Road, twenty bioretention swales for stormwater infiltration and treatment, grading improvements, removal and replacement of road surfaces impacted by construction and final restoration within the Village of Webberville and Township of Leroy (please see the attached map of Project work). Project construction is expected to commence in Spring, 2020 and be completed in Summer, 2021.

For your information, the Project is the second of two petitioned projects by the municipalities within the Webberville Consolidated Drain Drainage District. The first project (completed in 2019) constructed new outlets and upgraded existing outlets for the stormwater to discharge to the downstream receiving waters of the Kalamink Consolidated Drain, and ultimately, the Red Cedar River (please see the attached map of Project 1). The current Project will improve the collection system to better convey the stormwater to these outlets. The Project will contain contract requirements for nondiscrimination and prevailing wage, pursuant to my adopted policies and consistent with the Board of Commissioners' resolutions.

Project bids will not be opened until February, 2020, so the total Project computation of cost will not be completed by the time of the Committee meetings. As a result, the attached Full Faith and Credit Resolution includes a “not-to-exceed” amount instead of an exact amount. This “not-to-exceed” amount is based on the funds remaining available for a second bond from Rural Development after the first project’s bond.

In connection with this request for full faith and credit, the Drain Office has performed certain due diligence for the Project. Attached is additional material that includes an explanation of Drain Code provisions that provide powers and safeguards with respect to Chapter 8 drain bonds in general and an explanation of the financial due diligence performed for the Project in particular.

Based on the attached analysis, it is my opinion that there is significant property value in the drainage district to support the payment of the assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.

I will be in attendance at your Committee meetings on November 19th and 20th to answer any questions you might have regarding this important Project. Thank you so very much for consideration of my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

To: Ingham County Board of Commissioners
From: Patrick E. Lindemann, Ingham County Drain Commissioner
Re: Full Faith and Credit Resolutions in Support of County Drain Projects
Date: November 4, 2019

The Ingham County Drain Office performs certain due diligence for each drain project it undertakes for which the County will be asked to pledge its full faith and credit. The project for the Webberville Consolidated Drain Drainage District is a project that has been petitioned under Chapter 8 of the Drain Code. The purpose of this memo is to summarize the due diligence my office has performed for this Chapter 8 drain project and to provide some background on the general Drain Code provisions that provide safeguards to a county when it pledges its full faith and credit.

Based on the following analysis, it is my opinion that there is significant property value in the drainage district to support the payment of the assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.

DRAIN CODE POWERS AND SAFEGUARDS REGARDING PAYMENT OF DRAIN BONDS

In considering the risk that there would be insufficient funds to pay drain bonds (which could lead to an advance by a county on its full faith and credit pledge), the Michigan Drain Code and Michigan law in general build in many safeguards to protect the vital public interest in being able to finance drain projects:

- 1) The debt service on drain bonds under Chapter 8 of the Drain Code is primarily paid from assessments levied against public corporations and benefitted properties in the drainage district.
 - a) The assessments against benefitted properties are a strong source of revenue since they have the same priority for payment as taxes, having a first priority superior to mortgages and other forms of debt that might encumber a property.
 - b) If a property owner is delinquent in paying the property owner's assessment, the assessment is turned over to the County to be collected with the delinquent taxes. The County has significant powers to collect delinquent taxes which would ultimately end up with the property being sold at tax sale if the property owner does not pay the delinquent taxes and assessments. At that point, there would only be a shortfall in revenues to pay the drain assessment if the property is sold for less than the amount of outstanding delinquent taxes and assessments and the interest and penalties on them. The balance of the assessment that has not yet become due would continue to be a lien against the property payable by the new property owner after it is sold.

c) During the time the delinquent assessments are being collected, the amount of the delinquent assessment would be paid to the drainage district from the County's delinquent tax revolving fund (so long as the County continues this program) and would be used to pay the debt service on the drain bonds.

d) Assessments against the municipalities are a general obligation of those municipalities and as such a legally binding obligation of the general fund of the municipalities.

2) By adopting a resolution pledging full faith and credit, the County is agreeing to be a backup source of payment for the bonds if there is a shortfall in the primary source of payment and the County would only make payments in the event there is ever a shortfall in the assessment collections.

a) For assessments against benefitted property owners, a shortfall would only come into play after the property was sold at tax foreclosure (again assuming the continuation of the delinquent tax revolving fund), if the sale price was less than the amount of delinquent taxes, assessments, and interest and penalties on them.

b) Such amounts will normally be relatively small since on most assessment rolls any one assessment against a benefitted property is only a small part of the whole, and the delinquency would most often only be for a few years of a multiyear assessment.

3) Payments by counties pursuant to a full faith and credit resolution are rare, and if they are required would normally be small and only for a short time.

a) County payments are usually short term since under the Drain Code the drainage district is required to levy a deficiency assessment against the district for the amount of any shortfall within two years and when that assessment is levied and collected, the County would be paid back.

b) In addition to deficiency assessments, the drainage district has the ability to levy an administrative fee in the way of an interest rate on the assessments that is 1 percent over the interest rate of the bonds issued in anticipation of the assessments. This small additional amount of interest is allowed to the drainage district to cover costs, including costs that could lead to a shortfall, thus further mitigating risk to the County.

c) The County has never made a payment pursuant to a resolution pledging full faith and credit for drainage district bonds issued by a drainage district during my almost 27-year tenure as drain commissioner.

DUE DILIGENCE PERFORMED FOR THE WEBBERVILLE PROJECT

The Drain Office has performed specific due diligence for the Webberville Consolidated Drain Drainage District project which is undertaken under Chapter 8 of the Drain Code.

1) As stated above, the main chance of a special assessment against a property becoming delinquent and not being able to ultimately satisfy the assessment levied against it would result from an assessed property being sold at tax sale for an amount that is less than the amount of

delinquent taxes, assessments, interest and penalties currently due with respect to the property. Therefore, the due diligence evaluates the total amount of the assessment against the drainage district for a project compared to the total assessed value (the "SEV") of the properties in the district in order to ascertain that there is enough assessed value in the district to support the payment of the special assessment, making the risk of a long term default very unlikely.

2) The analysis performed for this project compares the total amount of the assessment that will be levied in the drainage district to the total SEV of the drainage district (the "SEV percentage"). Since the SEV is an amount that is required to be 50% of the true cash value of property, the total property value in the district is an amount that is two times the SEV. Therefore, comparing the total amount of the assessment to a number that is two times the SEV will show the ratio of the assessment to the true cash value of the district ("Total Value percentage"). The Total Value percentage shows the amount of value there is in the properties of the drainage district over and above the amount of the assessment. The due diligence performed contains a similar analysis with respect to the municipalities subject to an assessment.

3) The SEV analysis that was performed for this Project is attached to this memo. These bonds will be sold to the Federal government, through its USDA Rural Development program. The maximum amount of the bonds used in the evaluation is the amount of bonds that USDA Rural Development has approved for the project. For the project, the analysis shows that the SEV percentage is 14.8% of the SEV of the special assessment district and the Total Value percentage is 7.4% of the true cash value of the properties in the district. In reality, since some of the assessments will be levied against the public corporations, the Total Value percentage will in fact be lower than 7.4% when looking at the amount actually assessed to the properties, providing more than 92% property value coverage. The ratio to municipal SEVs is also shown, ranging from 0.05% to 2.90%.

4) Based on this analysis, there is significant value in the Webberville Consolidated Drain Drainage District to support the payment of the assessments for the bonds that will be issued for this project.

5) It is my opinion, therefore, that there is significant property value in the drainage district to support the payment of the assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.



November 1, 2019

Mr. Patrick E. Lindemann
 Ingham County Drain Commissioner
 707 Buhl Ave.
 Mason, MI 48854

RE: Webberville Consolidated Drain Drainage District
 State Equalized Value (SEV) Analysis for Full Faith & Credit

Dear Mr. Lindemann,

This letter is a summary analysis of SEVs for the Webberville Consolidated Drain Drainage District. The following percentages are estimates and are based on analyses of the total SEV of Leroy Township and Ingham County. The SEV value for the lands in the special assessment district is based on the individual SEVs taken from the most current 2019 property tax records found on the www.inghamcounty.com web site. The SEV values for the lands in the special assessment district are based on the SEV of the entire parcel for each parcel that is a part of the special assessment district, regardless of whether the entire parcel is in the district, or just a portion.

The SEVs used for municipalities are from the published 2019 equalization report attached which is available at: <http://eq.ingham.org/Portals/DP/2019EqualizationReportForWeb.pdf>. The requested full faith and credit amount is \$4,490,000. The total SEV for all of Leroy Township is \$156,59,500. The estimated SEV for the lands within the special assessment district is \$30,305,100. Additionally, the total SEV for all of Ingham County is \$8,941,151,125. Using these numbers, the following relationships are realized:

Full Faith & Credit Amount = \$4,490,000			
Estimated SEV of the lands in the special assessment district	\$30,305,100	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the special assessment district.	14.8%
Leroy Township SEV	\$156,659,500	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the Leroy Township.	2.9%
Ingham County SEV	\$8,941,151,125	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the County of Ingham.	0.05%

Please contact our office at (517) 819-2367 with any questions or concerns.

Sincerely,
 Lockwood, Andrews & Newnam, Inc.

Samir F. Matta, PE

cc: Carla Clos – Administrative Chief Deputy Drain Commissioner

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS
**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
WEBBERVILLE CONSOLIDATED DRAIN DRAINAGE DISTRICT BONDS**
RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on _____, 2019, at _____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner: _____

WHEREAS pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements referred to as the Webberville Consolidated Drain Maintenance and Improvement Project (the "Project"), which is being undertaken by the Webberville Consolidated Drain Drainage District (the "Drainage District") in a Special Assessment District (the "Special Assessment District") established by the Drainage District; and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount not to exceed \$4,490,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District (the "Special Assessments"); and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the Drainage District, has analyzed the Special Assessments and the proposed Bonds; and informed the County that there is no other indebtedness of the Drainage District secured by the Special Assessments, and that the Special Assessments will be levied in an amount equal to or greater than the par amount of the Bonds, assuring the County that there is a sufficient amount of Special Assessments levied, which together with interest thereon is projected to be sufficient to make payments of the principal of and interest on the Bonds as they become due; and

WHEREAS, PFM Financial Advisors LLC has been engaged by the Drainage District to review such projections and to assist the Drainage District as registered municipal advisor for the issuance of the Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the Bonds will reduce the interest cost of financing the Project thus reducing the interest cost of the County and the property owners in the Drainage District for the Project; and

WHEREAS, if the County has advanced funds pursuant to its full faith and credit pledge and the Drainage District does not have funds to reimburse the County, the Act requires the Drain Commissioner to levy an additional assessment in such an amount as is required to reimburse the County for its advance; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds; and

WHEREAS, based on the recommendation of the Drain Commissioner, the Board agrees to pledge the full faith and credit of the County to the Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed \$4,490,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, the County Finance Director and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

FINANCE:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: _____, 2019

Barb Byrum, Clerk
County of Ingham

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: November 4, 2019
SUBJECT: Resolution Authorizing Amending Community Corrections Program Subcontracts for FY 2018-2019 to Increase Funding Awards Based on State Approved Line Item Transfers

For the meeting agendas of November 14 and November 20

BACKGROUND

The State of Michigan – Office of Community Corrections approved FY 2018-2019 Budget Adjustment Requests to transfer funds from the Opioid Specific and Pretrial programs that did not fully utilize awarded funds, to the MRT, Domestic Violence Intervention, Relapse Prevention and Recovery, and Day Reporting programs that required additional funds to maintain services through the end of the FY.

ALTERNATIVES

Without the State approved line item transfers, grant funds for the MRT, Domestic Violence Intervention, Relapse Prevention and Recovery, and Day Reporting programs would have been exhausted, leaving services available only on a client pay basis, limiting and most likely precluding access to much needed treatment and services.

FINANCIAL IMPACT

FY 2018-2019 State grant funding was reduced for the Opioid Specific Program from \$55,000 to \$36,800 and the Pretrial Program from \$35,817 to \$31,817; and, increased for Relapse Prevention and Recovery from \$67,898 to \$67,940.60; MRT Cognitive Change Groups from \$26,082 to \$39,039.40; Domestic Violence Intervention Groups provided from \$12,000 \$14,700; Day Reporting services from \$40,274 to \$46,774.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

Allowing the MRT, Domestic Violence Intervention, Relapse Prevention and Recovery, and Day Reporting programs to continue operation through the end of the FY, provided safe program alternatives to incarceration while effectively addressing barriers to offender success. Jail beds were saved and participants were able to receive treatment and services in the community, enabling them to take responsibility for themselves and their families, as well as meet their court ordered obligations.

RECOMMENDATION

Based on the information presented, the CCAB respectfully recommends approval of the attached resolution.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDING FY 2018-2019 COMMUNITY CORRECTIONS PROGRAM SUBCONTRACTS TO INCREASE FUNDING AWARDS BASED ON STATE APPROVED LINE ITEM TRANSFERS

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the original Ingham County/City of Lansing Community Corrections Comprehensive Plan in 1991; and

WHEREAS, the State Community Corrections Advisory Board, Lansing City Council, Ingham County Board of Commissioners and Michigan Department of Corrections – Office of Community Corrections approved the Funding Application and Plan for FY 2018-2019; and

WHEREAS, pursuant to the FY 2018-2019 Application, 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 State Office of Community Corrections approved Budget Adjustment Requests to transfer funds from programs that were not utilizing all allocated funds to programs that required additional funding in order to maintain services through the end of the fiscal year; and

WHEREAS, State approved Budget Adjustment Requests increased funding for the following CCAB Plans and Services programming: Relapse Prevention and Recovery provided by CEI-CMH from \$67,898 to \$67,940.60; MRT Cognitive Change Groups provided by Prevention and Training Services from \$26,082 to \$39,039.40; Domestic Violence Intervention Groups provided by Prevention and Training Services from \$12,000 to \$14,700; Day Reporting services provided by Northwest Initiative – ARRO from \$40,274 to \$46,774.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the following subcontracts for CCAB Plans and Services programming to increase total compensation amounts pursuant to State approved Budget Adjustments for FY 2018-2019: Relapse Prevention and Recovery provided by CEI-CMH from \$67,898 to \$67,940.60; MRT Cognitive Change Groups provided by Prevention and Training Services from \$26,082 to \$39,039.40; Domestic Violence Intervention Groups provided by Prevention and Training Services from \$12,000 to \$14,700; Day Reporting services provided by Northwest Initiative – ARRO from \$40,274 to \$46,774.

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

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: October 31, 2019
SUBJECT: Resolution to Authorize a Contract with Northwest Initiative, Prevention and Training Services, and JSG Monitoring for Community Based Programming as Authorized by the Justice Millage For the meeting agendas of November 14 and November 20

BACKGROUND

Resolution #19-441 adopted by the Board of Commissioners on October 22, 2019 approved Justice Millage funds in the amount of \$100,600 for Community Corrections programs, including Day Reporting, MRT, and Electronic Monitoring.

ALTERNATIVES

Without these funds, Day Reporting and MRT will only be available with State Community Corrections grant funding which imposes strict eligibility limitations; and, on a client pay basis which limits or precludes access. Electronic Monitoring services for eligible indigent users will be reduced or terminated if the annual general fund allocation is exhausted prior to the end of the FY.

FINANCIAL IMPACT

All FY 2020 program expenditures will be covered by Justice Millage funding approved for this purpose. Day Reporting will provide services on a fee for service bases for an est. 40-50 participants. MRT group sessions will be provided for approx. 45 participants. Electronic Monitoring funds will supplement the FY2019-2020 general fund allocation adding services for an estimated 5-10 additional participants per day based on a per diem fee schedule ranging from \$5.50 to \$12.00.

STRATEGIC PLANNING IMPACT

This Resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

Day Reporting and MRT provide evidence based curricula designed to decrease recidivism. MRT addresses Electronic Monitoring provides monitoring and tracking allowing supervision and programming in the community freeing up jail beds. Pursuant to Resolution #18-528 a report will be submitted in July to “provide information about achievements and effectiveness” of these programs.

RECOMMENDATION

Based on the information presented, the CCAB respectfully recommends approval of the attached resolution to support millage funded Day Reporting, MRT, and Electronic Monitoring programming in FY 2020.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH NORTHWEST INITIATIVE,
PREVENTION AND TRAINING SERVICES, AND JSG MONITORING FOR
COMMUNITY BASED PROGRAMMING AS AUTHORIZED BY THE JUSTICE MILLAGE**

WHEREAS, on August 7, 2018 the Ingham County Board of Commissioners approved the Justice Millage; and

WHEREAS, the Justice Millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, on October 22, 2019 the Board of Commissioners adopted Resolution 19-441 authorizing Justice Millage funded contracts that included \$100,600 to fund community based programs, including Day Reporting, MRT and to supplement the FY 2019-2020 general fund allocation for Electronic Monitoring services; and

WHEREAS, Justice Millage funded contracts for a performance period of January 1, 2020 through December 31, 2020 will include Northwest Initiative for Day Reporting services in an amount not to exceed \$52,000, with Prevention and Training Services for MRT groups in an amount not to exceed \$28,600, and with JSG Monitoring for electronic monitoring services in an amount not to exceed \$20,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering a contract with Northwest Initiative for Day Reporting services in an amount not to exceed \$52,000, with Prevention and Training Services for MRT groups in an amount not to exceed \$28,600 and with JSG Monitoring for electronic monitoring services in an amount not to exceed \$20,000 for the performance period of January 1, 2020 through December 31, 2020.

BE IT FURTHER RESOLVED, that funds for these contracts will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2020 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: November 4, 2019
SUBJECT: Resolution Authorizing Entering into a Subcontract for State FY 2019-2020 Community Corrections Pretrial Program Electronic Monitoring Services with Sentinel, Inc. and JSG Monitoring

For the meeting agendas of November 14 and November 20

BACKGROUND

The Community Corrections State Funding Application for FY2019-2020 includes a Pretrial program with electronic monitoring services for indigent pretrial defendants. Resolution #19-393 adopted September 24, 2019 authorized ending the current County General Fund contract with Sentinel, Inc. on December 31, 2019 and entering a new contract with JSG Monitoring beginning on December 1, 2019 for an initial period not to extend beyond December 31, 2022. Therefore, for State FY 2019-2020, Sentinel will provide services from October 1, 2019 through December 31, 2019; and, JSG will provide services from December 1, 2019 through September 30, 2020.

ALTERNATIVES

Without these State grant funds, the general fund allocation for electronic monitoring will be reduced faster and serve fewer users; and, if general funds are exhausted, electronic monitoring will only be available on a client pay basis, limiting or precluding access to services.

FINANCIAL IMPACT

The FY 2019-2020 Funding Application request provides funding in the amount of \$10,134 for electronic monitoring services for eligible indigent pretrial defendants. Entering these subcontracts will be contingent upon entering an Agreement with the State of Michigan – Department of Corrections for FY 2019-2020 and upon the availability of State funds for this purpose.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

The FY 2019-2020 Community Corrections Comprehensive Plan is designed to result in the efficient use of State and local corrections resources by providing program alternatives to incarceration while maintaining public safety. Electronic monitoring saves jail beds and monitors participants in the community, enabling them to take responsibility for themselves and their families, as well as meet their court ordered obligations.

RECOMMENDATION

Based on the information presented, the CCAB respectfully recommends approval of the attached resolution.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A SUBCONTRACT FOR STATE FY 2019-2020 COMMUNITY CORRECTIONS PRETRIAL PROGRAM ELECTRONIC MONITORING SERVICES WITH SENTINEL, INC. AND JSG MONITORING

WHEREAS, the State Community Corrections Advisory Board, the City of Lansing, and the Ingham County Board of Commissioners approved the submission of the FY 2019-2020 Community Corrections MDOC Grant Application that includes a part-time Pretrial Investigator and supportive electronic monitoring services for indigent pretrial defendants; and

WHEREAS, pursuant to the FY 2019-2020 Application, 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, Resolution #19-268 adopted June 11, 2019 authorized submission of the FY 2019-2020 Grant Application, entering into a contract with the Michigan Department of Corrections (MDOC), and included entering a subcontract with Sentinel, Inc. for electronic monitoring services for a total not to exceed \$10,134 from October 1, 2019 through September 30, 2020; and

WHEREAS, pursuant to the recommendation of the Electronic Monitoring Oversight Committee after conducting a Request for Proposal process guided by the County Purchasing Department, Resolution #19-393 adopted September 24, 2019 authorized notice to Sentinel, Inc. ending the contract on December 31, 2019 and entering a new contract with JSG Monitoring for an initial performance period of three (3) years beginning on December 1, 2019 not to extend beyond December 31, 2022; and

WHEREAS, electronic monitoring services for the State funded Community Corrections Pretrial program for indigent defendants will be provided by Sentinel, Inc. from October 1, 2019 through December 31, 2019 and JSG Monitoring will provide these subcontracted services from December 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract with Sentinel, Inc. to provide electronic monitoring services for the Community Corrections Pretrial program for indigent defendants from October 1, 2019 through December 31, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract with JSG Monitoring to provide electronic monitoring services for the Community Corrections Pretrial program for indigent defendants from December 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that entering into the subcontracts is contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

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

TO: Board of Commissioners: Finance Committee and Law & Courts Committee
FROM: Jodi LeBombard Director; Ingham County Animal Control
DATE: October 30th, 2019
SUBJECT: Resolution to continually accept “Two Seven Oh!” Foundation Grants
For the meeting agendas of:
Law and Courts: 11-14-2019/Finance Committee: 11-20-2019

BACKGROUND

Ingham County Animal Control and Shelter (ICACS) has applied for and been awarded seven previous grants from the “Two Seven Oh! Foundation”.

The Ingham County Animal Control and Shelter (ICACS) recently applied for and was selected to receive another “Two Seven Oh! Foundation” grant. The grant will reimburse ICACS for diagnostic testing fees and orthopedic surgeries up to \$5,000. These diagnostic testings include blood testing for pre-op animals, other blood panels used to diagnose illness or medical concerns, and orthopedic surgeries for ICACS animals. This grant would reimburse up to \$5,000 of testing costs and/or surgeries done between the grant acceptance date and March 1st, 2020. Costs will be covered up to \$99.76 per test for blood work. Orthopedic Surgeries will be covered up to \$2,500.00 per animal.

Grants from “Two Seven Oh! Foundation” have been awarded annually. Reimbursement grant funding received to date has ranged from \$2,500 to \$7,000. The ongoing grants would not exceed \$10,000.

ALTERNATIVES

If these grants are not accepted, ICACS will have to use operating expenses to cover the costs of necessary testing and surgeries.

FINANCIAL IMPACT

Accepting the grant will reduce County and Department costs for necessary medical testing or treatment.

OTHER CONSIDERATIONS

Previous “Two Seven Oh! Grants” were used for similar diagnostic testing purposes. They were very helpful in successfully addressing and treating animal medical concerns.

Earlier this year, the Board of Commissioners passed a similar resolution (#19-222) to accept Bissell Pet Foundation Empty the Shelters Free Adoption Grants on an ongoing basis.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept this and future similar “Two Seven Oh! Grants”.

Respectfully Submitted,

Jodi LeBombard, ICACS Director

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT TWO SEVEN OH! GRANTS FOR REIMBURSEMENT OF
MEDICAL COSTS ON AN ONGOING BASIS**

WHEREAS, the Ingham County Animal Control and Shelter has applied for and has been approved to receive grants from the Two Seven Oh! Foundation in the past; and

WHEREAS, the purpose of these grants is to reimburse Ingham County Animal Control for veterinary testing and treatments during set grant periods; and

WHEREAS, the award amount of this grant is dependent on the number of animals tested and treated through the set grant periods, but will not exceed \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of this and future similar grants from the Two Seven Oh! Foundation for an amount to be determined by the number of animals tested or treated, but not to exceed \$10,000 with no match requirement.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

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

TO: Law & Courts and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: November 4, 2019
SUBJECT: Resolution Authorizing 2020 Agreements for Juvenile Justice Community Agencies

For the meeting agendas of November 14 and 20

BACKGROUND

This resolution would authorize contracts for the 2020 Juvenile Justice Community Agency Process. The Board of Commissioners has reserved \$125,000 in Juvenile Justice Millage (JJM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth consistent with the provisions of the millage.

The Law and Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

Copies of the JJM Community Agencies Applications, Resolution #19-323 “Resolution to Adopt the 2020 Juvenile Justice Community Agency Process Calendar” and other background material will be distributed to the Board of Commissioners at its November 12 meeting.

The current 2019 allocation is as follows:

Child and Family Charities –Nexus Program	\$ 39,600
Child and Family Charities – Teen Court	\$ 26,114
Resolution Services Center of Central Michigan	\$ 37,500
Small Talk Children’s Assessment Center – Sexual Trauma Recovery	<u>\$ 19,000</u>
	\$122,214

FINANCIAL IMPACT

For 2020, \$125,000 is available for this purpose.

For 2020 the individual agency requests for funds are:

Child and Family Charities – Nexus	\$ 40,024
Child and Family Charities - Teen Court	\$ 26,547
Resolution Services Center of Central Michigan – Restorative Justice	\$ 37,500
New Request - Resolution Services Center of Central Michigan – Youth Diversion	\$ 20,000
Small Talk Children’s Assessment Center	<u>\$ 19,000</u>
	\$143,071

The requests total \$18,071 more than the \$125,000 available for this purpose.

OTHER CONSIDERATIONS

Attached is some additional historical background information on the last four years of JJM funding for these organizations.

RECOMMENDATION

Funding for these agencies consistent with the provisions of the millage is at the discretion of the Board of Commissioners.

	2016		2017		2018		2019		2020	
Organization	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted
Child & Family Charities Nexus Program	\$38,351.00	\$37,287.00	\$39,341.00	\$39,341.00	\$39,600.00	\$39,600.00	\$39,600.00	\$39,600.00	\$40,024.00	
Child & Family Charities Teen Court	\$24,393.00	\$23,902.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,114.00	\$26,574.00	
Resolution Services Center of Central Michigan - Restorative Justice	\$27,500.00	\$21,773.00	\$32,500.00	\$32,500.00	\$32,500.00	\$32,500.00	\$37,500.00	\$37,500.00	\$37,500.00	
Resolution Services Center of Central Michigan - Youth Diversion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	
Small Talk Children's Assessment Center	\$17,038.00	\$17,038.00	\$10,011.45	\$10,011.45	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	
Total	\$107,282.00	\$100,000.00	\$107,966.45	\$107,966.45	\$117,214.00	\$117,214.00	\$122,214.00	\$122,214.00	\$143,098.00	\$0.00

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING 2020 AGREEMENTS FOR
JUVENILE JUSTICE COMMUNITY AGENCIES**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002, then renewed in 2006, 2012, and 2016 for the purpose of funding an increase to Ingham County’s capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners established a Juvenile Justice Community Agency Process, through Resolution #19-323, reserving a pool of \$125,000 in Juvenile Justice Millage funds, to seek and fund proposals from qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage proposal approved by the voters; and

WHEREAS, the County has received applications for the 2020 Juvenile Justice Community Agency process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2020 through December 31, 2020, for each Community Agency listed below in accordance with the dollar amounts allocated in the 2020 Budget as stated below, and for the services to Ingham County residents previously approved by the Law & Courts Committee:

- Child and Family Charities – Nexus Program \$ _____
- Child and Family Charities – Teen Court \$ _____
- Resolution Services Center of Central Michigan – Restorative Justice \$ _____
- Resolution Services Center of Central Michigan – Youth Diversion \$ _____
- Small Talk Children’s Assessment Center \$ _____

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

TO: County Services and Finance Committees
FROM: Becky Bennett, Director, Board of Commissioners' Office
DATE: October 30, 2019
SUBJECT: RESOLUTION CONTINUING A CONTRACT WITH WEBQA
FOR A FOIA MANAGEMENT PROGRAM

November 19, 2019 County Services and November 20, 2019 Finance Committee Meetings

BACKGROUND

Due to changes in the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976 in 2015 and the volume of FOIA requests received by Ingham County, it was necessary to purchase a FOIA Management Program. Resolution #15-461 entered into a 5 year contract, renewed on an annual basis, with WebQA for a web-based FOIA Management Program to provide a more efficient and manageable process to receive, complete, manage and track FOIA requests.

ALTERNATIVES

None

FINANCIAL IMPACT

2018 Contract Amount	\$18,296
2019 Contract Amount	\$19,197

The period of the agreement will be January 1, 2020 through December 31, 2020.

OTHER CONSIDERATIONS

None

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CONTINUING A CONTRACT WITH WEBQA
FOR A FOIA MANAGEMENT PROGRAM**

WHEREAS, due to changes in the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976 in 2015 and the volume of FOIA requests received by Ingham County, it was necessary to purchase a FOIA Management Program; and

WHEREAS, Resolution #15-461 authorized entering into an agreement with WebQA for a web-based FOIA Management Program to provide a more efficient and manageable process to receive, complete, manage and track FOIA requests; and

WHEREAS, this application serves as a resource for citizens to submit FOIA requests and inquire about the status of their requests on a web-based program; and

WHEREAS, the agreement expires December 31, 2019 and it is necessary to renew the agreement for 2020 at a cost of \$19,197.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with WebQA, 900 S. Frontage Road, Suite 110, Woodbridge, Illinois, 60517, for the continuation of a web-based FOIA Management program for a total amount of \$19,197 for the period of January 1, 2020 through December 31, 2020.

BE IT FURTHER RESOLVED, that the funds will be appropriated from the 2020 Board of Commissioners' Budget.

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

TO: County Services and Finance Committees

FROM: Becky Bennett, Director, Board of Commissioners' Office

DATE: November 6, 2019

SUBJECT: Resolution Increasing the Budget for the Cultural Diversity Committee

For the meeting agendas of November 19 and November 20

BACKGROUND

The Ingham County Cultural Diversity Committee was established 20 years ago to educate and provide a greater awareness of Ingham County's culturally diverse and changing population.

In addition to the established annual luncheon, an annual Unity in the Community event was added in 2019 to promote diversity and inclusion.

An annual amount of \$2,000 has been budgeted for the Cultural Diversity Committee's annual luncheon over the past 20 years, and due to rising costs it is necessary to increase this budget.

ALTERNATIVES

The Cultural Diversity Committee would have to rely on donations to help cover the increased costs of the annual luncheon.

FINANCIAL IMPACT

The Cultural Diversity Committee's budget would be increased by \$1,500 for the annual luncheon, from \$2,000 to \$3,500. The Committee also has a budget for the annual Unity in the Community event of \$2,500 for a total budget of \$6,000 to be used for costs associated with the Cultural Diversity Committee's events.

RECOMMENDATION

I recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION INCREASING THE BUDGET FOR THE INGHAM COUNTY
CULTURAL DIVERSITY COMMITTEE**

WHEREAS, the Ingham County Cultural Diversity Committee was established 20 years ago to educate and provide a greater awareness of Ingham County's culturally diverse and changing population; and

WHEREAS, in addition to the established annual luncheon, the goal of the Cultural Diversity Committee is to remain active throughout the year by educating, raising awareness and providing a positive environment that promotes diversity and inclusion for all and as a result an annual Unity in the Community event was added in the fall of 2019; and

WHEREAS, the Ingham County Cultural Diversity Committee has been allocated an annual budget of \$2,000 for their luncheon for the past 20 years; and

WHEREAS, due to the increase in costs, it is necessary to increase the budget for the luncheon and related expenses; and

WHEREAS, the Board wishes to increase the budget of the Cultural Diversity Committee by \$1,500 to cover increased costs for cultural diversity events and training.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an increase in the Cultural Diversity Committee's budget of \$1,500 to be used for cultural diversity events and education with funds to be transferred from the 2020 Contingency Fund to line item 10122600960080 within the Human Resources Department's budget.

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

Agenda Item 7

To: Finance Committee
Ingham County Board of Commissioners

From: William E. Fowler, Director
Equalization/Tax Mapping Department

Date: November 5, 2019

Re: 2019 Revised Ingham County Apportionment Report

Attached please find the resolution to approve the revision of the 2019 Ingham County Apportionment Report for presentation at the Finance Committee meeting on November 20, 2019. The Apportionment Report has not been finalized at this time. The Equalization/Tax Mapping Department is awaiting formal action by the Meridian Township Board of Trustees to finalize and approve its Street Debt Millage on Tuesday, November 5, 2019. The revised report will be distributed prior to the November 20, 2019 meeting.

Respectfully,

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE REVISION OF THE 2019 APPORTIONMENT REPORT

WHEREAS, the 2019 Ingham County Apportionment Report was approved by Resolution #19-402 on October 8, 2019; and

WHEREAS, the Charter Township of Meridian has received voter approval to levy a streets debt millage; and

WHEREAS, the Charter Township of Meridian has calculated and authorized the effective street debt millage of 1.9429 mills to be levy on its Winter 2019 tax bills.

THEREFORE BE IT RESOLVED, that Resolution #19-402 be amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2019.

TO: Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 22, 2019
SUBJECT: Resolution Authorizing 2020 Agreements for Community Agencies

For the meeting agendas of November 4 and November 6

BACKGROUND

Attached is the resolution approving community agency funding for FY 2020. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners resolution #19-243.

ALTERNATIVES

Community agency contracts are an efficient way to ensure that the basic needs of Ingham County’s vulnerable citizens are being taken care of. The County could hire staff for additional programming in these areas, but that would prove to be more costly in the long run.

FINANCIAL IMPACT

For 2020, Thirty two (32) applications were received, requesting a total of \$297,950; and \$200,000 is included in the 2020 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications and Northwest Initiative (application received after deadline). Total recommended funding is \$217,300. If the resolution is approved as recommended, the additional \$17,300 could be utilized from the 2020 contingency fund.

Binders containing the applications of each agency have been previously distributed to you. Please bring those with you to the meeting, as they will provide helpful information for your discussions.

STRATEGIC PLANNING IMPACT

This resolution addresses the County’s overarching long-term objective of “Meeting Basic Needs”, such as food, clothing, and shelter.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2020 AGREEMENTS FOR COMMUNITY AGENCIES

WHEREAS, the 2020 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County's Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2020 budget includes \$200,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #19-243.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2020 through December 31, 2020, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$17,300 from the 2020 contingency fund to the community agency fund.

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

ORGANIZATION	PROGRAM	2019 AMT. RECEIVED	2020 REQUEST	2020 CONTROLLER RECOMMENDED	2020 HUMAN SERVICES RECOMMENDED	2020 FINANCE RECOMMENDED
Advent House	Provides food, shelter, and advocacy services to those who struggle with homelessness and poverty in the community	\$15,000.00	\$15,000.00	\$15,000.00		
Allen Neighborhood	Distributes over 200 lbs of bread and 800-1,200 lbs of fruits and vegetables each week to approximately 120 neighbors	N/A	\$2,500.00	\$1,500.00		
Boys & Girls Club	Serves lunch to more than 300 youth ages 6-18 during summer and snacks to 270 youth after school and dinner to approx. 30 children still at B&G after 7:00 pm	\$5,200.00	\$5,200.00	\$5,200.00		
Capital Area Community Services	Provides direct home heating assistance on behalf of low income homes	\$5,000.00	\$10,000.00	\$5,000.00		
Capital Area Housing Partnership - Ballentine Apartments	Provides housing for low-income and homeless populations	\$8,000.00	\$10,000.00	\$8,000.00		
Capital Area Housing Partnership - Tuesday Toolmen	Provides free home repairs and modifications (wheelchair access, grab bar installation, smoke detector repair, etc) to help people remain safely in their homes	\$3,800.00	\$5,000.00	\$3,800.00		
Capital Area Housing Partnership - Walnut Street & Ferris Manor Support Services	Provides housing for low-income and homeless populations	N/A	\$10,000.00	\$5,000.00		
Cristo Rey Community Center - Community Kitchen	Provides daily hot meals Monday through Friday, twice a day, to those in need	\$4,250.00	\$4,250.00	\$4,250.00		
Cristo Rey Community Center - Food Pantry	Provides eligible community members monthly with fresh and non-perishable items for their household as well as baked items daily for anyone in need	\$9,000.00	\$9,000.00	\$9,000.00		
Cristo Rey Community Center - Prescription Assistance	Provides services and bilingual staff to navigate the application process necessary for obtaining access to discounted and free prescriptions offered by pharmaceutical companies	\$6,750.00	\$6,750.00	\$6,750.00		
Edgewood	Supports Americorps member service on property focused on food insecurity, healthy eating, and care in the vulnerable populations and helping to amnage resources associated with the education and support of young children	\$3,100.00	\$12,000.00	\$3,100.00		
EVE Inc	Provides safe shelter, supplies, security, facility repairs and maintenance, waste removal, telephone, and shelter insurance	N/A	\$20,000.00	\$10,000.00		
Gateway - Child and Family Services	Provides stable and safe living accomodations in a structured and supervised environment for children	\$15,300.00	\$20,000.00	\$15,300.00		
Greater Lansing Food Bank	Provides registering and orienting new home & community gardeners, lends gardening tools, assists in diverse array of seed packets each growing season, distributes 40,000+ starter plants	\$11,500.00	\$20,000.00	\$11,500.00		

Greater Lansing Homeless Resolution Network	Provides direct assistance with basic needs and referral to area agencies to assist in development of individual service plan and support to access resources quickly and ensure success for households in need of assistance with rent, utilities, food, and advocacy services to build stability and prevent homelessness	\$7,500.00	\$12,000.00	\$7,500.00		
Haven House	Provides food to homeless Ingham County residents while they stay in the shelter	\$13,500.00	\$15,000.00	\$13,500.00		
Lansing Area AIDS Network	Provides direct client assistance in form of housing, utilities, medical/mental health assistance for care and treatment, and transportation assistance toward improved medical outcomes	\$5,000.00	\$5,000.00	\$5,000.00		
Leslie Outreach	Provides for personal needs items such as soap, toothbrushes, shampoo, toilet paper, etc for clients as well as help cover some of the cost for building rental	\$1,400.00	\$1,500.00	\$1,400.00		
Listening Ear	Provides 12 hour/day crisis line to provide crisis intervention, emotional support, and information/referrals; hopes to provide 24-hour service by new year	\$2,000.00	\$2,000.00	\$2,000.00		
MSU Safe Place	Provides services related to basic needs of survivors of domestic violence and stalking, including minor children, such as food and supplies, advocacy assistance funds, and shelter telephone service	\$12,500.00	\$12,500.00	\$12,500.00		
Northwest Initiative	Provides services to all incarcerated individuals returning to Ingham County with focus on reducing and eliminating substance abuse with emphasis on opioids by helping clients navigate systems that will reduce barriers that originally brought them to the criminal justice system	\$5,000.00	\$15,000.00	\$5,000.00		
Refugee Development Center	Provides food and clothing to alleviate immediate suffering, orientation on resource location in community at reduced costs, English vocabulary necessary to access resources and communicate, education regarding steps to become self-sufficient	\$8,500.00	\$12,250.00	\$8,500.00		
RSVP	Provides transportation to medical appointments and telephone reassurance services to provide assistance and social calls to elderly	\$5,000.00	\$5,000.00	\$5,000.00		
Rural Family Services	Provides food bank and food and nutritional information, limited medical screening and services, clothing, furniture, and housing assistance, promotion and participation in community projects for betterment of community in rural Ingham County areas	N/A	\$14,000.00	\$14,000.00		

Southside Community Coalition	Provides after school healthy and nutritious snacks to school children, monthly luncheons to seniors, bi-monthly food distribution days with GLFB, Thanksgiving baskets, breakfast/lunch/snack to children in summer, educates children on food cultivation, and helps seniors complete food stamp applications	\$6,500.00	\$10,000.00	\$6,500.00		
Southside Community Kitchen	Provides well-balanced and generous meals M-TH to those in need	\$3,500.00	\$4,000.00	\$3,500.00		
St. Vincent Catholic Charities	Provides classes called "Living in America" to refugees including home/purchasing/home maintenance, small business development, academic ESOL, and computer literacy	\$4,500.00	\$10,000.00	\$4,500.00		
Stockbridge Community Outreach	Assists clients with utility prevention assistance	\$4,500.00	\$5,000.00	\$4,500.00		
Tri-County Office on Aging	Provides year-round 24-hour emergency response assistance to seniors experience crisis impacting basic needs and community-based services such as Meals on Wheels, Information and Assistance, housing assistance, evidence-based health and caregiver support programs, and elder abuse prevention and crisis services	\$4,500.00	\$6,000.00	\$4,500.00		
WAI-IAM - Care Unit	Offers a supervised environment to house individuals while working with care coordinators and a treatment team for stabilization	\$4,500.00	\$4,500.00	\$4,500.00		
WAI-IAM - Recovery Community	Provides 5-phase program to slowly transition recovering addicts back into society on a solid foundation of sobriety with stable housing, activities, peer support services, and accountability	\$10,500.00	\$10,000.00	\$10,000.00		
YMCA Downtown Lansing	Provides students with meals during mentoring program meetings that help students gain understanding of current job market and skills needed for successful employment	\$1,500.00	\$4,500.00	\$1,500.00		

\$297,950.00

\$217,300.00

Agenda Item 9

TO: Board of Commissioners, Human Services, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: November 4, 2019

RE: Resolution Authorizing a Contract Renewal with Safety Systems, Inc. for Alarm Monitoring Services at Forest Community Health Center

For the meeting agendas of: November 19 & 20

BACKGROUND

The Facilities Department would like to renew the contract with Safety Systems, Inc. for alarm monitoring services at Forest Community Health Center. The agreement term will be for 60 months at \$90.00 per month for burglary, temperature sensors and fire alarm monitoring. The increase includes the additional equipment added.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

Funds are available in line item number 511-61580-931000-02013.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a contract renewal with Safety Systems Inc. for alarm monitoring at Forest Community Health Center.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH SAFETY SYSTEMS, INC.
FOR ALARM MONITORING SERVICES AT FOREST COMMUNITY HEALTH CENTER**

WHEREAS, the alarm agreement with Safety Systems, Inc. will need to be renewed; and

WHEREAS, the term of the agreement is for a period of 60 months; and

WHEREAS, it is the recommendation of the Facilities Department to renew the contract with Safety Systems, Inc. for the amount of \$90.00 per month which includes burglary, temperature sensors and fire alarm monitoring; and

WHEREAS, funds are available through line item number 511-61580-931000-02013.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract renewal with Safety Systems, Inc. 2075 Glenn St. Lansing, MI 48906, for the alarm monitoring services at Forest Community Health Center for the term of 60 months at \$90.00 per month.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Melissa Buzzard, Trails and Parks Millage Coordinator
DATE: November 4, 2019
SUBJECT: Consulting Services for the Trails and Parks Millage
For the meeting agenda of 11/18/19 Human Services and 11/2019 Finance

BACKGROUND

The Board of Commissioners passed Resolution #16-524 to authorize a two year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of millage related items. Resolution #18-469 authorized extending the contract by two years. This resolution requests an additional not to exceed \$30,000 in funding to complete additional tasks within the current contract scope. These tasks include providing validating cost estimates are accurate, project viability reporting, follow-up and monitoring of projects, post audit completion, bridge and engineering expertise, wayfinding program, professional services design and grants assistance, and mapping and updates to the comprehensive report as needed.

ALTERNATIVES

Ingham County Park staff does not have the engineering expertise that the consultant is be able to provide.

FINANCIAL IMPACT

The cost of the renewal was an estimated third-year cost of \$99,883.00 and an estimated fourth-year cost of \$101,873.00 for a combined two-year total not to exceed \$201,756.00.

We are requesting an additional not to exceed \$30,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features,1 (g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I respectfully recommend the resolution authorizing an amendment to the contract with Spicer Group, Inc. be approved.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
CONTRACT WITH SPICER GROUP, INC.**

WHEREAS, the Board of Commissioners passed Resolution #16-524 to authorize a two year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff of millage related items; and

WHEREAS, the Board of Commissioners passed Resolution #18-469 authorized extending the contract by two years; and

WHEREAS, an additional \$30,000 from the Trails and Parks Millage fund balance will be necessary to complete additional tasks within the current contract scope.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the Contract with Spicer Group, Inc. to provide additional consulting services to and assist the Ingham County Parks staff with the delivery of certain millage related items within the current contract scope, to include providing validating cost estimates are accurate, project viability reporting, follow-up and monitoring of projects, post audit completion, bridge and engineering expertise, wayfinding program, professional services design and grants assistance, and mapping and updates to the comprehensive report as needed.

BE IT FURTHER RESOLVED, the Board of Commissioners authorize an additional not to exceed \$30,000 from the Trails and Parks Millage fund balance and the Controller/Administrator is authorized to transfer \$30,000 from the Trails and Parks Millage fund balance into line item # 228-62800-802000.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Melissa Buzzard, Trails and Parks Millage Coordinator
DATE: November 4, 2019
SUBJECT: Amendment to City of Lansing Millage Agreements
For the meeting agenda of 11/18/19 Human Services and 11/20/19 Finance

BACKGROUND

Board of Commissioners Resolution #16-328, #17-109 and #18-110 authorized entering into a contract with the City of Lansing for Agreement TR006 Moores River Drive Trail Repair, and TR029 Grand River North Section - Bank Stabilization and TR038 Washington Ave. Bank Stabilization. The City of Lansing is requesting an increase in their budget for these projects due to unforeseen circumstances as detailed in Exhibit A.

The Park Commission, wanting to emphasize the importance match has played in millage grants, and when applicable they would like communities when requesting additional funds, to supply the same percentage of match that they supplied for the original grant. Within this request, the City of Lansing supplied 21% match for project TR038 and are requesting \$291,465 in additional funding. To comply with the Park Commission’s request to supply 21% matching funds, the City of Lansing will need to supply \$61,208, resulting in the request for additional millage funds decreasing to \$230,257.

Additionally, agreements TR006, and TR029 expire on December 31, 2019 and need to be extended to August 31, 2020.

ALTERNATIVES

The Park Commission considered this request at their October 28th meeting and recommended this approach.

FINANCIAL IMPACT

This resolution requests an additional \$769,527 for the following agreements:

Contract Title	Project #	Original Amount Authorized	Original Match Provided by the City of Lansing	Additional Amount Authorized
Moores River Drive Trail Repair	TR006	\$368,160	\$0	\$312,325
Grand River North Section - Bank Stabilization	TR029	\$100,000	\$0	\$226,945
Bank Stabilization-Washington Avenue	TR038	\$55,000	\$15,000(21%)	\$230,257

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their October 28, 2019 meeting.

RECOMMENDATION

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

Exhibit A:

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

October 25, 2019

Mr. Bryan Crenshaw, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Melissa Buzzard
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Crenshaw, Ms. Buzzard and Mr. Morgan:

The City has been entrusted with grant funds from Ingham County and I want to ensure the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

The purpose of this letter is to request an increase in our budget for the following projects, Grand River North Section (TR-029), Moores River Drive Trail (TR-006), and Washington Avenue (TR038). The city is asking for additional funding over the awarded grant amounts to encompass the additional costs of the projects, which is estimated to be \$830,735. This amount is due to a number of unforeseen circumstances related to the projects. There were additional DEQ permits and the threat to endangered aquatic species at all three project sites, resulting in delays and further research studies resulting in the detection of endangered species at Washington Avenue and Grand River North. There were severe issues involving all of the projects along the riverbank that resulted in significant changes and additional costs for bank stabilization.

The additional funds requested for each project are as follows: TR038 \$291,465, TR-006 \$312,325 and TR-029 \$226,945.

I understand the request for additional funds is substantial; however, I do believe the funds are being used appropriately. While the extra work was unforeseen, I do see it as a necessity to provide a secure trail to safeguard the public and avoid deterioration in the near future.

Thank you for your consideration and I look forward to hearing from you should you have any questions or if I may provide any additional information.

Sincerely,

A handwritten signature in black ink that reads "Brett Kaschinske".

Brett Kaschinske, Director

"Equal Opportunity Employer"

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING TRAILS AND PARKS MILLAGE AGREEMENTS

WHEREAS, Board of Commissioners Resolution #16-328 authorized entering into a contract with the City of Lansing for Agreement TR006 Moores River Drive Trail Repair; and

WHEREAS, Board of Commissioners Resolution #17-109 authorized entering into a contract with the City of Lansing for Agreement TR029 Grand River North Section - Bank Stabilization; and

WHEREAS, Board of Commissioners Resolution #18-110 authorized entering into a contract with the City of Lansing for Agreement TR038 Washington Ave. - Bank Stabilization; and

WHEREAS, due to unforeseen circumstances the City of Lansing is requesting an amendment to Agreements TR038, TR006, and TR029 to increase the budget by, \$312,325 for TR006, \$226,945 for TR029 and \$230,257 for TR038; and

WHEREAS, the Board of Commissioners requests that the City of Lansing supplies an additional \$61,208 for Agreement TR038 Washington Ave. - Bank Stabilization; and

WHEREAS, Agreement TR006 and TR029 expire on December 31, 2019 and needs to be extended to complete the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the Agreements listed below with the City of Lansing:

Contract Title	Project #	Additional Amount Authorized	New Completion Date
Moores River Drive Trail Repair	TR006	\$312,325	8/31/2020
Grand River North Section - Bank Stabilization	TR029	\$226,945	8/31/2020
Washington Ave.-Bank Stabilization*	TR038	\$230,257	-

*contingent on City of Lansing supplying \$61,208

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an additional \$312,325 from the Trails and Parks Millage fund balance for the TR006 Moores River Drive Trail Repair project and the Controller is authorized to transfer \$312,325 from the Trails and Parks Millage fund balance into line item #228-62800-967000-TR006.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an additional \$226,945 from the Trails and Parks Millage fund balance for the TR029 Grand River North Section - Bank Stabilization project and the Controller is authorized to transfer \$226,945 from the Trails and Parks Millage fund balance into line item #228-62800-967000-TR029.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an additional \$230,257 from the Trails and Parks Millage fund balance for the TR038 Washington Ave. Bank Stabilization project contingent on the City of Lansing supplying \$61,208 and the Controller is authorized to transfer \$230,257 from the Trails and Parks Millage fund balance into line item #228-62800-967000-TR038.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR006 and TR029 to August 31,2020.

BE IT FURTHER RESOLVED, that all other terms and conditions Agreement TR006, TR029, and TR038 shall remain unchanged.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2019
SUBJECT: Agreement with Michigan Department of Agriculture and Rural Development
For the meeting agendas of November 18 and November 20, 2019

BACKGROUND

Ingham County Health Department's (ICHD's) Environmental Health (EH) Division wishes to accept up to \$24,000 in grant funds from the Michigan Department of Agriculture and Rural Development (MDARD) effective October 1, 2019 through September 30, 2020. EH operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal. This program is open to all Ingham county residents free of charge. Annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year. MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2020 to be used for the disposal of pesticides and herbicides.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The MDARD grant funding of up to \$24,000 was anticipated and has been included in the proposed FY 2020 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Promoting service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly. k. Provide for collection and proper disposal of household hazardous waste through the Health Department Environmental Health Division.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into a Clean Sweep agreement with MDARD for up to \$24,000 effective October 1, 2019 through September 30, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A MICHIGAN AGRICULTURE
ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP) CLEAN SWEEP PROGRAM
AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE AND
RURAL DEVELOPMENT (MDARD)**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health (EH) Division wishes to accept up to \$24,000 in grant funds from the Michigan Department of Agriculture and Rural Development (MDARD) effective October 1, 2019 through September 30, 2020; and

WHEREAS, EH operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal; and

WHEREAS, this program is open to all Ingham county residents free of charge; and

WHEREAS, annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year; and

WHEREAS, MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2020 to be used for the disposal of pesticides and herbicides; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a MAEAP Clean Sweep Program agreement with MDARD for up to \$24,000 effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an MAEAP Clean Sweep Program agreement with MDARD for up to \$24,000 effective October 1, 2019 through September 30, 2020.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: November 5, 2019
SUBJECT: Resolution to Enter into Agreement with Redhead Design Studio for the Placement/Dissemination of Mass Media Campaign to Reduce HIV Stigma For meeting agendas of November 18th and November 20th, 2019

BACKGROUND

In summer 2019, the Ingham County Health Department (ICHD) entered into a contract with Redhead Design Studio (see resolution #19-311.) for the development of a campaign to reduce community-level HIV stigma and stigma experienced by people living with HIV. Although the campaign has been created, it has not yet been disseminated. Funding for dissemination of the campaign became available October 1, 2019. To ease the dissemination process and expedite media buys and printing, ICHD seeks to contract with Redhead Design Studio in an amount not to exceed \$10,000 so that RDS may assist ICHD with these functions. All dollars will be spent on services such as advertising and printing.

ALTERNATIVES

There are no alternatives. ICHD previously selected Redhead Design Studio for campaign development through the RFP process.

FINANCIAL IMPACT

The amount of this agreement will not exceed \$10,000. These funds will come from the general fund communications budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives to “Expand programming to identify and address the prevalence of STDs in the community, particularly HIV/AIDS,” and “Secure funding for mass media campaign around education, prevention, and treatment of HIV and STIs,” respectively sections A.1(d) and B.1(b) of the Action Plan.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners approve the attached form authorizing an agreement with Redhead Design Studio for the period of November 1, 2019 through September 30, 2020 in an amount not to exceed \$10,000 for the dissemination of an HIV anti-stigma mass media campaign.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH REDHEAD DESIGN STUDIO FOR DISSEMINATION OF MASS MEDIA CAMPAIGN TO REDUCE HIV STIGMA

WHEREAS, Ingham County Health Department (ICHHD) entered into an agreement with Redhead Design Studio (RDS) in the summer of 2019 for the development of an HIV anti-stigma campaign as detailed in resolution #19-311; and

WHEREAS, these funds include \$18,900 from the HIV Care Coordination grant and \$10,000 from the general fund communication budget; and

WHEREAS, funds to disseminate the campaign were not available until October 1, 2019; and

WHEREAS, ICHHD seeks to contract with Redhead Design Studio in an amount not to exceed \$10,000 so that RDS may assist ICHHD with these functions for the dissemination of the campaign, which includes advertising and printing; and

WHEREAS, the agreement with Redhead Design Studio will not exceed \$10,000, all of which will be funded by the approved general fund communication budget; and

WHEREAS, the Health Officer recommends authorization of an agreement between Redhead Design Studio and ICHHD in an amount not to exceed \$10,000 for the period of November 1, 2019 to September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with Redhead Design Studio for the dissemination of a mass media campaign to reduce HIV stigma, in an amount not to exceed \$10,000 for the period of November 1, 2019 to September 30, 2020.

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

TO: Human Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: 10/31/2019

SUBJECT: Resolution Authorizing Agreements for the Region 7 Perinatal Collaborative

For the Meeting agendas of November 18, 19 and 20, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to contract with Larder Data Consulting, LLC to provide regional collaboration support, direction, data analysis, and assistance with family and community engagement activities in an amount not to exceed \$17,000. ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be a partner and fiduciary for the Region 7 Perinatal Collaborative. This regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton County areas. To fund this collaborative work, MDHHS has given ICHD \$50,000 to be received through amendment one of the FY 19/20 master agreement. ICHD will also contract with Eaton and Clinton counties in an amount up to \$8000 per county, to cover costs which allow staff to participate, attend, and travel for the execution of regional goals. These three agreements will be effective through September 30, 2020.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

These funds are included in amendment one of the master agreement.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

I respectfully recommend the approval of the attached resolution to allow ICHD to enter into agreements with Eaton and Clinton Counties and contract with Larder Data Consulting, LLC to help reduce infant and maternal mortality rates in Eaton, Clinton and Ingham Counties to be effective upon execution through September 30, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AGREEMENTS FOR THE
REGION 7 PERINATAL COLLABORATIVE**

WHEREAS, Ingham County Health Department (ICHD) has partnered with the Michigan Department of Health and Human Services (MDHHS) to be a partner and fiduciary for the Region 7 Perinatal Collaborative; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in the Ingham, Eaton, and Clinton County areas; and

WHEREAS, to fund this collaborative work, MDHHS has given ICHD \$50,000 to be received through amendment one of the FY 19/20 master agreement; and

WHEREAS, in order to meet collaborative goals, ICHD wishes to contract with Larder Data Consulting, LLC to provide regional collaboration assistance, direction, data analysis and to assist with family and community engagement activities and events in an amount not to exceed \$17,000; and

WHEREAS, ICHD will also contract with Eaton and Clinton counties in an amount up to \$8000 per county, to cover costs which allow staff to participate, attend, and travel for the execution of regional goals; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes contracting with Larder Data Consulting, LLC to provide regional collaboration assistance, direction, data analysis and to assist with family and community engagement activities and events in an amount not to exceed \$17,000; and to contract with Eaton and Clinton Counties to provide staff support in an amount not to exceed \$8,000 to be effective through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Larder Data Consulting, LLC to provide regional collaboration assistance, direction, data analysis and to assist with family and community engagement activities and events in an amount not to exceed \$17,000; and to contract with Eaton and Clinton Counties to provide staff support in an amount not to exceed \$8,000 to be effective through September 30, 2020.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

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

FROM: Deb Fett, CIO

DATE: 11/04/2019

SUBJECT: Renewal of the ImageSoft and OnBase Annual Support
For the meeting agendas of November 19th, November 20th and November 26th, 2019

BACKGROUND

OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. It is key to our document management and streamlining of our processes. Our support contract expires on December 31st, 2019. In 2016 we did a split of our support model to using Hyland under the GSA contract for our licensing support and ImageSoft for our direct support of the application. This resulted in a net savings of \$41,342.92. For 2018 our licensing support cost increased as we had expected due to the Circuit Court project being implemented. This year also includes an increase for another portion of the Circuit Court project and maintenance for a number of new scanners. Even with these increases due to increased functionality, we still have not reached the 2017 proposed costs.

ALTERNATIVES

By working through ImageSoft and Hyland for our support, we have the following results;

2017 support costs proposed 1 st	\$194,841.60
2017 support costs as negotiated	\$153,498.68
2018 support costs paid	\$179,904.24 (Circuit Court added)
2019 support costs paid	\$182,288.30
2020 Expected support costs	\$186,116.35
2020 Actual invoice total	\$190,007.90

FINANCIAL IMPACT

The funding for the \$82,837.33 invoice for ImageSoft and the \$107,269.57 invoice from Hyland (total of \$190,106.90) is budgeted and will come from the County’s Innovation and Technology Department Network Maintenance – Imaging Fund #636-25870 932050.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Hyland and ImageSoft support renewals in the amount not to exceed \$191,000.00.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF THE IMAGESOFT AND
ONBASE ANNUAL SUPPORT**

WHEREAS, OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments; and

WHEREAS, utilization of the OnBase application by the County is key to our document management and several new projects will increase its streamlining of our processes; and

WHEREAS, the current licensing subscription agreement will expire on December 31st, 2019; and

WHEREAS, the annual contract amount is in the approved 2020 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the OnBase and ImageSoft annual support in the amount not to exceed \$191,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Imaging Fund (636-25870-932050).

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

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

TO: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: 11/04/2019

SUBJECT: Renewal of the Microsoft Enterprise Agreement through CDWG
For the meeting agendas of November 19th, November 20th and November 26th, 2019

BACKGROUND

Ingham County changed over to a Microsoft Enterprise Agreement (EA) in 2014 in order to better manage our licensing costs, ensure that we are legally compliant, and be able to use the most current software available. (Resolution 14-025) This current agreement which was renewed in 2017 (Resolution 16-522) expires on January 30th, 2020.

After careful auditing and review of our Microsoft licensing position, it has been determined that the time is right to move over to the Office 365 (O365) offering. By doing so at the end of our current agreement, we realize a significant perpetual discount versus phasing it in or changing mid-contract. The cost savings is estimated at 20% over other approaches to the switchover. This also allows us to take advantage of the other features of O365 such as Advanced Threat Protection and Message Encryption for email which will provide stronger protection than our current methods.

ALTERNATIVES

One option would be to continue on as we have been for three more years with negligible cost savings. This would be the simplest alternative but would not allow us to take advantage of the discounted rate for switching to O365 or the stronger protection provided by the Microsoft features. Since it appears that Microsoft is committed to switching everyone over to their O365 platform in the future, it may not be long before this choice is no longer ours to make.

Another option would be to no longer do an Enterprise Agreement for our user applications, only keeping our servers covered. This could save us a small amount initially but would increase our outlay for every additional computer and user added in future years. It would also subject us to an extremely large cost when it is time to upgrade to a newer version in the future as every computer would have a charge. Estimating at today's cost, this could be close to \$1,000,000.00 to upgrade every computer in Ingham County thus more than negating any savings and requiring a single large payment.

FINANCIAL IMPACT

The funding for the not to exceed \$420,000.00 annual cost is budgeted and will come from the County's Network Software Fund #636-25810-932033. CDWG has been awarded the State of Michigan's MCT contract and therefore has quoted this renewal under the State of Michigan MiDeal contract to provide the County with the highest discount possible.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

Ingham County is heavily reliant on Microsoft servers and applications for our daily work. It is critical that we keep these systems up to date and operating effectively.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Microsoft Renewal through CDWG in the amount not to exceed \$420,000.00 per year for the next 3 years.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT THROUGH CDWG

WHEREAS, Ingham County currently utilizes Microsoft products for our workstation, server, email, and office productivity applications; and

WHEREAS, ITD has audited and researched Ingham County licensing to ensure that the County is legally compliant while having the lowest cost possible; and

WHEREAS, the current licensing agreement will expire on January 30th, 2020 unless renewed; and

WHEREAS, the annual contract amount is in the 2020 budget; and

WHEREAS, CDWG has been awarded the co-operatively bid contract with the State of Michigan that provides the best pricing available to Ingham County and is the vendor of choice for providing the Microsoft Enterprise Agreement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the Enterprise Agreement from Microsoft in the amount not to exceed \$420,000.00 per year for three years with the option to add additional years.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Contract Maintenance Fund (636-25810-932033).

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

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

Agenda Item 13

TO: County Services and Finance Committees

FROM: Tom Gamez, Director of Operations ICRD

DATE: October 29, 2019

SUBJECT: Extension of RFP #49-19: 29A Blast Furnace Slag, with Yellow Rose Transport.

The purpose of this correspondence is to support the attached resolution to extend the 2019 RFP # 49-19, to purchase 29A Blast Furnace Slag for the scheduled 2020 Chip seal program and various other road maintenance operations.

The Road Department annually applies approximately 15,000 tons of 29A Blast Furnace Slag that meet or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates, for use in road chip sealing and various other road maintenance operations.

Blast Furnace Slag is in high demand, with the current competitive construction market and the ability to extend and lock in the 2019 pricing for the 2020 season is very appealing. The Road Department currently has 8,000 tons of Blast Furnace Slag in stock and will need to purchase 7,000 tons of Slag to have sufficient materials for the budget 2020 Chip seal program.

The Road Department's adopted 2020 budget includes controllable expenditures and funds for this and other maintenance material purchases.

Bids for 29A Blast Furnace Slag were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #49-19 in 2019, and it is their recommendation, with concurrence of Road Department staff, to extend this bid and purchase 29A Blast Furnace Slag on an as-needed, unit price per ton basis from:

Yellow Rose Transport Inc., 29A Blast Furnace Slag @ \$29.00 a ton, with an estimated quantity of 3,000 tons delivered to the ICRD Eastern facility and 4,000 tons of 29A slag delivered to the Western facility @ \$29.95 a ton.

Yellow Rose Transport was awarded the 29A Bid per RFP#49-19 in 2019, based on the lowest bid which meets the 29A Blast Furnace Slag specifications. The 29A Blast Furnace Slag will be delivered to the ICRD Western and Eastern facilities in 2020.

Therefore approval of the attached resolution is recommended, to authorize purchase of the Road Department's 2020 seasonal supply of 29A Blast Furnace Slag by extending RFP 49-19.

Yellow Rose Transport Inc

3531 Busch Dr Grandville, MI 49418

616-534-0077 fax 616-534-7805

October 21, 2019

Doug Meekhof
President
Yellow Rose Transport Inc.
3531 Busch Dr
Grandville, MI 49418

Ingham County Road Commission
Bobbie Mayes
Purchasing Agent
301 Bush Street
Mason, MI 48854

RE: Extending 2019 slag pricing for 2020 season

Bobbie,

Please use this letter as confirmation that Yellow Rose Transport Inc is pleased to extend it's 2019 pricing for 29A Slag for the 2020 season.

As of now we are planning on supplying you by July 31, 2020 with:
3,000 ton of 29A Slag to the Eastern Garage at \$29.95 per ton
4,000 ton of 29A Slag to the Western Garage at \$29.00 per ton.

Thank you for your business.



Doug Meekhof
President
Yellow Rose Transport Inc.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION OF RFP #49-19 WITH
YELLOW ROSE TRANSPORT FOR THE 2020 SEASONAL REQUIREMENT
OF 29A BLAST FURNACE SLAG**

WHEREAS, the Road Department annually purchases 29A Blast furnace slag that meets or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates, for use in chip-sealing and various other road maintenance operations; and

WHEREAS, the Road Department adopted 2020 budget includes controllable expenditures and funds for this and other maintenance material purchases; and

WHEREAS, bids for 29A Blast furnace slag were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #49-19 in 2019, and it is their recommendation, with the concurrence of Road Department, to extend the RFP #49-19 and purchase on an as-needed, unit price per ton basis for the 2020 seasonal supply; and

WHEREAS, a purchase order shall be processed, with materials delivered the Road Department facilities based on unit price per ton and a quantity not to exceed \$210,000; and

WHEREAS, it is the recommendation of the Purchasing Department and the Road Department to purchase 29A Blast furnace slag from Yellow Rose Transport Inc., delivered to the ICRD Eastern and Western facilities, and purchase on an as-needed, unit price per ton basis; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bid extension for the 2020 seasonal supply, and authorizes the purchase of 29A Blast furnace slag on an as-needed, unit price per ton basis to:

Yellow Rose Transport Inc., 3531 Busch Driver SW, Grandville, MI 49418, 29A Blast furnace slag, with an estimated combined quantity of 7,000 tons delivered to the Western Garage @ \$29.00 per an ton and Eastern Garage @ \$29.95 per an ton.

BE IT FURTHER RESOLVED, that the Purchasing Department are hereby authorized to execute the purchase orders as needed and budgeted.

TO: Board of Commissioners County Services and Finance Committee
FROM: Sue Graham, Human Resources Director
DATE: November 1, 2019
SUBJECT: Resolution Approving the Collective Bargaining Agreement 2020 Wage Reopener for the Ingham County Employees Association, Assistant Prosecuting Attorneys Division

For the meeting agendas of the November 19, 2019 County Services Committee and the November 20, 2019 Finance Committee.

BACKGROUND

Attached is a resolution regarding the 2020 wage reopener for the above-captioned bargaining unit. We have been engaged in negotiations with this unit. On October 31, 2019, we were advised that the Ingham County Employees Association, Assistant Prosecuting Attorneys Division voted to ratify the tentative agreement reached between the parties on October 29, 2019. The wage reopener provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or effective the date of ratification by both parties, whichever occurs later, and for 2) modification of the sick leave notice provision and for 3) modification of the effective date of eligibility for health insurance coverage for new hires provision.

ALTERNATIVES

None.

FINANCIAL IMPACT

The approval of the reopener provides a 2% increase to the existing 2019 wage schedule, effective the first full pay period on or after January 1, 2020 or effective the date of ratification by both parties, whichever comes later. Funding for this wage increase is provided for in the adopted budget for 2020.

STRATEGIC PLAN CONSIDERATIONS

The approval of the reopener is in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER FOR 2020 WITH THE INGHAM COUNTY EMPLOYEES ASSOCIATION
ASSISTANT PROSECUTING ATTORNEYS DIVISION**

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Ingham County Employees Association Assistant Prosecuting Attorneys Division for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the Ingham County Employees Association Assistant Prosecuting Attorneys Division; and

WHEREAS, the wage reopener agreement for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or effective the date of ratification by both parties, whichever occurs later, and for 2) modification of the sick leave notice provision and for 3) modification of the effective date of eligibility for health insurance coverage for new hires provision has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the Ingham County Employees Association Assistant Prosecuting Attorneys Division.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener agreement, subject to the approval as to form by the County Attorney.

TO: Board of Commissioners County Services and Finance Committee

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: November 5, 2019

SUBJECT: Resolution to Extend Administrative Leave Time and to Amend the Suspension of Operations Policy

BACKGROUND

Ingham County originally entered into an agreement with Cohl, Stoker and Toskey in 1981 to provide comprehensive legal services to the County under a fixed fee. The current contract document was approved by the Board of Commissioners on July 26, 2011 (Resolution #11-211) and has modified five times as follows:

- March 26, 2013 to recognize legal services needs of the Road Department following the Road Commissioner merger (Resolution #13-134).
- July 22, 2014 to allow full reimbursement for reasonable and unavoidable County-incurred costs and expenses (Resolution #14-283).
- April 28, 2015 to provide for a 2½% increase on the base rate in 2015 and 1% increases for 2016 and 2017 (Resolution #15-140). These increases were consistent with wage increases offered to county employees for each of the years cited.
- January 23, 2018 to provide for a 1% increase on the base rate effective January 1, 2018 (Resolution #18-021). This increase was consistent with wage increases offered to county employees for 2018.
- December 11, 2018 provide for a 2% base fee increase effective January 1, 2019 (Resolution #18-508). This increase was consistent with wage increases offered to employees for 2019.

A resolution is offered to provide for a 2% base fee increase effective January 1, 2020. This proposal is consistent with budgeted wage increases for 2019 and with actions taken by the Board of Commissioners since 2013.

ALTERNATIVES

The County could choose to discontinue the current arrangement, but would likely incur a substantial increase in cost for legal services as reflected in the budget of similarly-situated municipalities. The City of Lansing budgeted just over \$1.7 million in 2019 for legal costs. Budgeted expenditures for civil matters alone in Washtenaw County (\$707,000) and Kalamazoo County (\$498,000) exceeded the Ingham County total. Both counties also rely on outside counsel for labor matters at additional cost.

FINANCIAL IMPACT

The County Attorney budget for 2020 reflects continuation funding of \$485,968 for the County Attorney contract which includes the proposed increase.

STRATEGIC PLANNING IMPACT

Continuation of the legal services agreement is consistent with the stated mission of Ingham County to assure that services will be delivered by an ethical, well-trained workforce comprised of public servants in the most effective, collaborative way possible.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I respectfully recommend approval of the attached resolution to authorize an amendment to the contract for legal services.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
CONTRACT FOR LEGAL SERVICES**

WHEREAS, the Board of Commissioners has a contract for legal services with Cohl, Stoker & Toskey, P.C. (hereinafter "Contractor"); and

WHEREAS, that contract requires the Contractor to provide comprehensive legal services to the County under a fixed fee; and

WHEREAS, the Contractor has requested a base fee increase of 2%, consistent with the prior practice of the parties, where the Contractor receives the same percentage increase as the annual base wage increase (if any) provided to employees of the County.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes a contract amendment with Cohl, Stoker & Toskey, P.C. to provide for a 2% base fee increase effective January 1, 2020.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make a budget adjustment, as needed, for this contract amendment and that the Board Chairperson is authorized to sign such contract amendment after review by the Controller.