

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **JUNE 12, 2018**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. A REPORT FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY **AIR QUALITY** DIVISION'S PENDING NEW SOURCE REVIEW APPLICATION
 2. A RESOLUTION FROM **BERRIEN COUNTY** CONCERNING THEIR OPPOSITION TO HOUSE BILL 6049 AND SENATE BILL 1025
 3. AN ANNUAL ACCOUNTING FOR THE INGHAM COUNTY **9-1-1 SERVICE** DISTRICT FROM MANER COSTERISAN
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 4. COUNTY SERVICES COMMITTEE – RESOLUTION RECOGNIZING **FAIRVIEW ELEMENTARY SCHOOL**
 5. COUNTY SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE APPROVAL OF THE FINAL PLAT OF **MEADOW RIDGE NO. 7**
 6. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE SPECIAL AND ROUTINE **PERMITS** FOR THE ROAD DEPARTMENT
 7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A&E SERVICES FOR MASON COURTHOUSE **CLOCK TOWER** REPAIRS

8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT TO REPLACE [ENTRANCE DOORS AND SIDELIGHTS](#)
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT TO PROVIDE [PEST CONTROL SERVICES](#) AT SEVERAL COUNTY LOCATIONS
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE RENEWAL OF [MUNIS SOFTWARE](#) ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE SUPPORT RENEWAL FOR HARDWARE THROUGH [AVALON TECHNOLOGIES](#)
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH [MERIDIAN TOWNSHIP](#)
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE CONTRACTS WITH [MICHIGAN PAVING & MATERIALS](#) COMPANY FOR ITEMS I & III OF BID PACKET #115-18 AND REJECTION OF ALL BIDS RECEIVED FOR ITEMS II & IV OF BID PACKET #115-18 VARIOUS COUNTY PRIMARY & LOCAL ROAD PROJECTS
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [RECLASSIFICATION](#) OF EXISTING, CURRENTLY VACANT, NON-BARGAINING POSITION
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO RESCIND RESOLUTION #18-099 AND TO AUTHORIZE A MENTOR PERIOD FOR THE [FINANCIAL SERVICES DIRECTOR](#) POSITION
16. HUMAN SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE EXTENDED COOPERATIVE OPERATIONAL AGREEMENT WITH THE INGHAM COMMUNITY [HEALTH CENTER BOARD OF DIRECTORS](#)
17. LAW & COURTS COMMITTEE – RESOLUTION HONORING [OFFICER JODI LEBOMBARD](#) ON THE OCCASION OF HER RESIGNATION
18. LAW & COURTS COMMITTEE – RESOLUTION TO HONOR EMERGENCY TELECOMMUNICATOR [KATHY MURRAY-RICE](#) OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH
19. LAW & COURTS, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A [REORGANIZATION](#) OF THE SHERIFF'S OFFICE FIELD SERVICES DIVISION
20. LAW & COURTS, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A [REORGANIZATION](#) IN THE JUVENILE DIVISION

21. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT TO LEASE THE INGHAM COUNTY [JAIL KITCHEN](#) FOR MODERNIZED FOOD PREPARATION, PACKAGING, AND DELIVERY
 22. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT TO EVALUATE AND PRESENT A SCOPE OF WORK FOR 911 CENTER [MECHANICAL SOUND REDUCTION](#)
- XII. SPECIAL ORDERS OF THE DAY
 - XIII. PUBLIC COMMENT
 - XIV. COMMISSIONER ANNOUNCEMENTS
 - XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
 - XVI. ADJOURNMENT

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, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org

JUNE 12, 2018 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
June 12, 2018

CALL TO ORDER

Chairperson Koenig called the June 12, 2018 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Koenig, Anthony, Banas, Celentino, Crenshaw, Grebner, Hope, Louney, Maiville, Naeyaert, Nolan, Schafer, Tennis and Sebolt.

Members Absent: None.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Koenig asked Peter Cohl, County Attorney, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Koenig asked those present to remain standing for a moment of silence or prayer.

APPROVAL OF THE MINUTES

Commissioner Crenshaw moved to approve the minutes of the May 22, 2018 meeting. Commissioner Nolan supported the motion.

The motion to approve the minutes carried unanimously. Absent: None.

ADDITIONS TO THE AGENDA

None.

PRESENTATION OF CYCLE 6 CERTIFICATE OF ACCREDITATION

Linda Vail, Health Officer, introduced Orlando Todd, Michigan Department of Health and Human Services Director of Local Public Health Services.

Mr. Todd stated that he was before the Board of Commissioners to present the Certificate of Accreditation on behalf of the Director of the Department of Health and Human Services, Nick Lyon, and the Director of Population Health Administration, Susan Moran. He further stated that Ingham County was his home County and he had worked with Commissioners Grebner and Celentino years ago on a Smoke-Free initiative.

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Mr. Todd stated that the Ingham County Health Department was progressive and one of the top departments around the State. He further stated that this was a difficult accreditation to receive, so Ingham County should be proud of their hard work.

Ms. Vail thanked Mr. Todd for the certificate. She further stated that the Ingham County Health Department had been a progressive, top health department in the state long before she came on board.

Ms. Vail stated that she appreciated the support of the Board of Commissioners which helped to make the Health Department at the top of the State. She further stated that the Board of Commissioners had been quick to offer support of new initiatives and that it was a blessing to work with and for the Board of Commissioners.

Ms. Vail stated that without the staff's excellent work they would not have received accreditation. She further stated that to reach this accreditation took a huge team effort from all of the staff and she appreciated their dedication.

Ms. Vail stated that she was proud of the work the Ingham County Health Department was doing and to be a part of it.

PETITIONS AND COMMUNICATIONS

A RESOLUTION FROM THE ALLEGAN COUNTY BOARD OF COMMISSIONERS OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013. Chairperson Koenig referred the resolution to the Law & Courts Committee.

A NOTICE AND REPORT FROM THE STATE TAX COMMISSION REGARDING THEIR CERTIFICATION OF VALUATIONS OF SEVERAL COUNTIES IN THE STATE AS EQUALIZED BY THE STATE TAX COMMISSION. Chairperson Koenig accepted the notice and placed it on file.

A RESOLUTION FROM THE BAY COUNTY BOARD OF COMMISSIONERS OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013. Chairperson Koenig referred the resolution to the Law & Courts Committee.

A LETTER FROM THE MICHIGAN DEPARTMENT OF TREASURY REGARDING THE TRI-COUNTY CONVENTION FACILITIES TAX/4% STATE-WIDE LIQUOR TAX. Chairperson Koenig referred the resolution to the Human Services Committee.

A NOTICE AND REPORT FROM THE STATE TAX COMMISSION REGARDING THEIR CERTIFICATION OF VALUATIONS OF SEVERAL COUNTIES IN THE STATE AS EQUALIZED BY THE STATE TAX COMMISSION. Chairperson Koenig accepted the notice and placed it on file.

A RESOLUTION FROM THE KALKASKA COUNTY BOARD OF COMMISSIONERS OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93 OF 2013. Chairperson Koenig referred the resolution to the Law & Courts Committee.

JUNE 12, 2018 REGULAR MEETING

LIMITED PUBLIC COMMENT

Mark McCorkle, Ingham County Fair Director, stated he was before the Board of Commissioners to introduce himself. He further stated that he was looking forward to working with the Board of Commissioners over the next several years.

Mr. McCorkle stated that he had a passion for bringing all of Ingham County to the Fair, including increasing diversity by reaching out to the inner city with expanded programs. He further stated that he would like to increase environmental programs the Fair, including the use of solar panels and biodiesel.

Mr. McCorkle stated that Event Center, Expo Center, and Grand Stand areas also needed improvements.

Michelle Beloskur, Ingham County Conservation District (ICCD), stated that she was before the Board of Commissioners in order to present their annual report. She further stated that the ICCD was always looking for feedback from the Board of Commissioners, if there was a need that the ICCD could meet in the County.

Ms. Beloskur stated that they had a program to work with the agricultural community to provide education and updates on Federal programs they might qualify for. She further stated that invasive species management was going well and they were looking for more grants for next year.

Ms. Beloskur stated that invasive species management was a four-county project and worked with 33 different agencies to prevent and respond to invasive species, which included the Ingham County Parks Department, Drain Commission, and Road Department. She further stated that she was hoping to be able to build a response team for treatment in the next year.

Ms. Beloskur stated that water quality had been a major effort for the ICCD. She further stated that they had a new program with rain barrels in the community

Ms. Beloskur stated that they would have a tire collection event at Ingham County Fair Grounds from 9:00 a.m. to 3:00 p.m. on June 23, 2018. She further stated that next year they would be coordinating their event with the Ingham County Road Department's event.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items. Commissioner Crenshaw supported the motion.

The motion carried unanimously. Absent: None.

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote. Absent: None.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 7**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING THE MONTH OF JUNE, 2018 AS
LGBTQ PRIDE MONTH IN INGHAM COUNTY**

RESOLUTION # 18 – 243

WHEREAS, Ingham County recognizes the economic and cultural benefits of diversity and seeks to create a welcoming environment for all residents, including the LGBTQ Community; and

WHEREAS, Ingham County Resolution #13-368 commits to equal opportunity and nondiscrimination for all persons inclusive on the basis of sexual orientation and gender identity; and

WHEREAS, June is celebrated nationally and worldwide as LGBTQ Pride Month in commemoration of the 1969 Stonewall Rebellion in New York City; and

WHEREAS, Michigan Pride will be celebrated in the City of Lansing on June 15th and 16th carrying on a tradition that has gone on for nearly 30 years, attracting tens of thousands of visitors to Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners designates the month of June, 2018 as LGBTQ Pride Month in the County of Ingham.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 8**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING KENNETH ABRAHAM

RESOLUTION # 18 – 244

WHEREAS, Kenneth Abraham is a junior at Williamston High School where he enjoys running for the Williamston Track and Cross Country teams as well as serving as an active member of the National Honor Society; and

WHEREAS, Kenneth began his scouting career in 2007 with Williamston Cub Scout Pack 263, and attained Cub Scouting's highest honor, the Arrow of Light in February of 2011; and

WHEREAS, he joined Williamston Boy Scout Troop 63 in 2011; and

WHEREAS, his scout leadership history includes serving as Assistant Patrol Leader and Scribe; and

WHEREAS, Kenneth was very active in the troop on numerous campouts, summer camps and high adventure trips; and

WHEREAS, his Eagle project entailed the installation of a retaining wall at the Williamston Community track and landscaping of the surrounding area, which not only provides more space for pole vaulters but will also prevent erosion from destroying the pole vault pits area; and

WHEREAS, he spent over 150 hours in service and leadership of fellow scouts, friends and adults to complete this project; and

WHEREAS, Kenneth has earned the highest rank attainable in Scouting, the Eagle Scout; and

WHEREAS, to achieve the Eagle rank, a scout must demonstrate leadership and citizenship while earning 21 merit badges before reaching the age of 18.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners congratulates Kenneth Abraham for earning the rank of Eagle Scout and extends its sincere appreciation to Kenneth for serving as a positive role model for the youth in our community.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 9**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

RESOLUTION # 18 – 245

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated May 22, 2018 as submitted.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

Adopted as part of a consent agenda.

INGHAM COUNTY ROAD DEPARTMENT

DATE May 22, 2018

LIST OF CURRENT PERMITS ISSUED

<u>R/W PERMIT#</u>	<u>R/W APPLICANT /CONTRACTOR</u>	<u>R/W WORK</u>	<u>R/W LOCATION</u>	<u>R/W CITY/TWP.</u>	<u>R/W SECTION</u>
2018-256	CONSUMERS ENERGY	GAS	WHISTLER DR & AMBER DR	MERIDIAN	17
2018-257	CONSUMERS ENERGY	GAS	CHESTER RD & COVINGTON CT	LANSING	11
2018-258	CONSUMERS ENERGY	GAS	HOLT RD & DEPOT ST	DELHI	14
2018-259	GEATANO PERNA TRUST	LAND DIVISION	COLLEGE RD & WIRT RD	DELHI	25
2018-278	DELHI TOWNSHIP	SPECIAL EVENT	VARIOUS	DELHI	
2018-279	DELHI TOWNSHIP	SPECIAL EVENT	VARIOUS	DELHI	
2018-280	DELHI TOWNSHIP	PUBLIC ROAD CONST.	CEDAR ST	DELHI	14, 15, 23
2018-281	COMCAST	CABLE / UG	ARDMORE AVE & KENT ST	MERIDIAN	21
2018-286	ABLE CONCRETE	SIDEWALK	SATINWOOD DR	MERIDIAN	26
2018-287	MERIDIAN TOWNSHIP WATER	WATERMAIN	HASLETT RD & OKEMOS RD	MERIDIAN	9
2018-289	LBWL	ELECTRIC / OH	HAGADORN RD & SHAW LN	MERIDIAN	17, 18
2018-290	CONSUMERS ENERGY	GAS / ELECTRIC	GILBERT RD & HORSTMAYER RD	DELHI	7
2018-291	WESTSIDE WATER	WATERMAIN	MORRIS AVE & SAGINAW ST	LANSING	7
2018-292	CONSUMERS ENERGY	GAS	OKEMOS RD & SOWER BLVD	MERIDIAN	28
2018-293	COMCAST	CABLE / UG	HOLT RD & CEDAR ST	DELHI	14, 15, 23
2018-294	PREMCOR REFINING GROUP	MISCELLANEOUS	CEDAR ST & WATSON AVE	DELHI	23
2018-295	INGHAM CO DRAIN COMM	MISCELLANEOUS	LAKE LANSING RD & WOOD ST	LANSING	2, 3, 10
2018-298	LEROY TOWNSHIP	SPECIAL EVENT	VARIOUS	LEROY	
2018-299	ACTION TRAFFIC MAINTENANCE	MISCELLANEOUS	HOLT RD & MEECH RD	LEROY	7, 8
2018-305	CONSUMERS ENERGY	GAS	BUTTERNUT DR & CHERRYWOOD DR	MERIDIAN	28
2018-306	CONSUMERS ENERGY	GAS	WAVERLY RD & MICHIGAN AVE	LANSING	18
2018-307	AT & T	OKEMOS RD & JOLY OAK RD	CABLE / UG	MERIDIAN	33
2018-308	MERIDIAN TOWNSHIP – WATER	WATER SERVICE	COLUMBIA ST & BLISS ST	MERIDIAN	3
2018-309	MERIDIAN TOWNSHIP – WATER	WATER SERVICE	SHAW ST & LAKE DR	MERIIDAN	10
2018-310	ADVANCED EXCAVATING, INC	STORM. COMM DRIVE	KANSAS RD & JOLLY RD	MERIDIAN	33

MANAGING DIRECTOR: _____

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 10**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXECUTE WATERBORNE CENTERLINE PAVEMENT MARKING
AGREEMENTS WITH THE CITY OF LESLIE, CITY OF MASON, CITY OF WILLIAMSTON,
AND THE VILLAGE OF WEBBERVILLE**

RESOLUTION # 18 – 246

WHEREAS, the Ingham County Purchasing Department solicits unit prices annually for contractor applied waterborne pavement markings, on behalf of the Road Department; and

WHEREAS, the Road Department uses the bid unit prices and estimated quantities to determine and recommend a contractor to perform the work; and

WHEREAS, the Road Department refreshes the centerline and edgeline paint on 433 miles of our primary roads and a small portion of our local roads as part of an annual program; and

WHEREAS, the Road Department also invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the program, which they pay all costs for the work performed on the roads within their jurisdiction; and

WHEREAS, the estimated costs to the three cities and the Village of Webberville are as follows:

City of Leslie:	\$1,389.50
City of Mason:	\$2,750.68
City of Williamston:	\$1,168.88
Village of Webberville:	\$1,237.36

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into 2018 road centerline pavement marking agreements with the City of Leslie for the estimated cost of \$1,389.50, the City of Mason for the estimated cost of \$2,750.68, the City of Williamston for the estimated cost of \$1,168.88, and the Village of Webberville for the estimated cost of \$1,237.36 if they choose to participate in the Road Department's 2018 pavement marking program.

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

JUNE 12, 2018 REGULAR MEETING

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A MARRIAGE LICENSE CORRECTION FEE

RESOLUTION # 18 – 247

WHEREAS, the County Clerk has reviewed the Clerk's Office operations and has identified the need for a fee to correct marriage licenses to recoup costs for services rendered; and

WHEREAS, the correction of a marriage license requires an ex parte order to be filed with Circuit Court and editing software to amend the original document; and

WHEREAS, the County Clerk recommends that the Board of Commissioners approve the new fee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the assessment and collection of a \$20 fee for correcting marriage licenses.

BE IT FURTHER RESOLVED, that the fee shall become effective on July 1, 2018 and will be reviewed as a part of the annual budget fee process.

BE IT FURTHER RESOLVED, that the monies collected due to this fee shall be deposited in the General Fund.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO INCREASE IMPREST CASH FOR THE POTTER PARK ZOO

RESOLUTION # 18 – 248

WHEREAS, the Potter Park Zoo has taken over from the Potter Park Zoological society operation of the restaurant, snack bar and gift shop at the zoo; and

WHEREAS, proper operation of these functions for the benefit and enjoyment of zoo patrons requires additional cash for additional change drawers; and

WHEREAS, operation of these functions will increase funds generated at the zoo; and

WHEREAS, the zoo currently maintains an imprest cash account with a balance of \$5,400 for admissions, parking and other functions, which is maintained in account 0258-018000; and

WHEREAS, a \$2,600 increase in the amount of imprest cash used by the zoo has been determined to be appropriate to meet the additional needs of operating the restaurant, snack bar and gift shop.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Treasurer to provide an additional \$2,600 as an imprest balance to the Potter Park Zoo for use in cash drawers in the zoo's restaurant, snack bar, and gift shop.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION 12-368, APPROVING THE ESTABLISHMENT
OF A PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM**

RESOLUTION # 18 – 249

WHEREAS, the Board of Commissioners of Ingham County, Michigan in Resolution #12-368, approved the establishment of a property assessed clean energy program (“PACE Program”) and created a PACE district pursuant to Act No. 270, Public Acts of Michigan, 2010 (“Act 270”) (MCL 460.931 et. seq.), for the purpose of promoting the use of renewable energy systems and energy efficiency improvements by owners of certain real property; and

WHEREAS, the Board of Commissioners conducted a public hearing on October 23, 2012 to receive comments on the proposed PACE Program, including the Report referenced in Section 9(1) of Act 270 (the “PACE Report”); and

WHEREAS, the Board of Commissioners established a PACE Program as described in the PACE Report, so as to provide a property owner based method of financing and funds for energy projects, including owner-arranged financing from a commercial lender, which funds and financing shall be secured and repaid by assessments on the property benefited, with the agreement of the record owners, such that no County moneys, general County taxes or County credit of any kind whatsoever shall be pledged, committed, impaired or used in connection with any project as required by, and subject to Act 270; and

WHEREAS, the Board of Commissioners hereby finds that financing energy projects is a valid public purpose because it stimulates economic development, improves property values, reduces energy costs, reduces greenhouse gas emissions, and increases employment in the County; and

WHEREAS, the types of energy projects, either energy efficiency improvements or renewable energy systems, that may be financed under the PACE Program include, but are not limited to: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Board of Commissioners; a fixture, product, device, or interacting group of fixtures, products, or devices on the customer's side of the meter that use one or more renewable energy resources to generate electricity.

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Renewable energy resources include, but are not limited to: biomass; solar and solar thermal energy; wind energy; geothermal energy and methane gas captured from a landfill; and

WHEREAS, it has been determined that the PACE Program and PACE Program Report approved in 2012 requires amendments; and

WHEREAS, an amended PACE Program Report has been prepared and made available to the public and a public hearing thereon was held on May 22, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution No. 12-368, approving amendments to the Ingham County Property Assessed Clean Energy (PACE) Program and adopts the amended PACE Program Report attached to this Resolution.

BE IT FURTHER RESOLVED, that all other provisions of the PACE Program not amended herein shall remain in full force and effect.

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions are, to the extent of any conflict with this resolution, hereby rescinded.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.



**INGHAM COUNTY, MICHIGAN
PACE PROGRAM**

**Approved November 13, 2012
Amended _____, 2018**



LEVIN
ENERGY
PARTNERS

JUNE 12, 2018 REGULAR MEETING

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Program

Executive Summary

Public Act No. 270 of 2010 (“Act 270”) authorizes local units of government to adopt Property Assessed Clean Energy (“PACE”) programs to promote the installation of energy efficiency improvements and renewable energy systems by owners of commercial or industrial property within a district designated by the local unit of government. Act 270 allows private commercial lenders to finance energy projects; authorizes local units of government to issue bonds, notes and other indebtedness; and authorizes the assessment of properties for the cost of the energy projects. Act 270 provides for repayment to the local unit of government through a voluntary property assessment. The property assessment remains with the property and has the same priority as other property tax and assessment liens in the event of foreclosure.

Lean & Green Michigan™ (“LAGM”) has developed a collaborative approach to initiating PACE programs for local units of government by standardizing the administrative and legal process under which PACE programs are created and administered. Several local units of government throughout the state have or are in the process of joining LAGM utilizing a “shared services” approach to eliminate upfront and ongoing program costs. Further, this approach allows property owners to utilize a standardized process for PACE financing as they pursue PACE support in multiple jurisdictions throughout the state.

This documentation package includes the report required by Section 9 of Act 270 and provides model forms of documents for the PACE program. As many of the details of a PACE transaction are determined on a project specific basis, adjustments to the model documents may be required to fit a particular transaction. Additionally, there are several blanks left in the documents that should be filled in when the corresponding information is known.



INGHAM COUNTY, MICHIGAN

PACE PROGRAM REPORT

This Lean & Green Michigan™ PACE Program Report contains the information required by Section 9 of Act 270. Additional information is available from Ingham County. The PACE Program and Report were approved by the Ingham County Board of Commissioners on November 13, 2012, subsequent to a public hearing held on October 23, 2012. The PACE Program and Report were amended on [DATE], subsequent to a hearing held on [DATE].

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INTRODUCTION

In order to encourage economic development, improve property valuation, increase employment, reduce energy costs, reduce greenhouse gas emissions and contribute to the public health and welfare in Ingham County, the Board of Commissioners established the Ingham County Property Assessed Clean Energy Program pursuant to Public Act No. 270 of 2010 (“Act 270”) by joining Lean & Green Michigan™ (“LAGM,” the “PACE Program” or “Program”). The PACE Program has identified specific sources of commercial funding to finance the implementation of energy efficiency improvements, renewable energy systems and energy projects within the Ingham County PACE district (which is coterminous with Ingham County’s jurisdictional boundaries). The Ingham County Board of Commissioners held a public hearing and approved a resolution for establishment of a property assessed clean energy program on November 13, 2012. The PACE Program and Report were amended on [DATE].

The purpose of this PACE Report (hereinafter the “Report”) is to fulfill the requirements of Act 270. Section 9 of Act 270 requires a Report that includes: a form of contract between Ingham County and the record owner; identification of an official authorized to enter into program contracts on behalf of Ingham County; a maximum aggregate amount for financing under the program; an application process and eligibility requirements; a method for determining interest rates, repayment periods and the maximum amount of assessment; explanation of how assessments will be made and collected; a plan for raising capital; information regarding reserve funds and fees of the program; a requirement that the term of the assessment not exceed the useful life of the energy project; a requirement of an appropriate ratio of the amount of assessment to the assessed value of the property; requirement of consent from the mortgage holder; provisions for marketing and participant education; provisions for adequate debt service reserve fund; quality assurance and antifraud measures; and a requirement for baseline energy audits, ongoing savings measurements and performance guarantees for projects over \$250,000 in assessments.

1. Form of PACE Contract

A form of model PACE Special Assessment Agreement is attached as **Appendix A**. Individual property owners may negotiate project-specific terms to be included in the model Agreement based upon the specific energy efficiency and renewable energy improvements that are subject of the individual agreement, subject to the limitations set forth herein.

2. Authorized Official/PACE Administrator/Legal Counsel

The County Treasurer, or his/her designee (the “Authorized Official”) is authorized to enter into PACE Program contracts on behalf of Ingham County in consultation with Levin Energy Partners, LLC (“LEP”), such agreements shall conform to the parameters set forth herein. The Authorized Official is further authorized to sign any agreement, documents or certificates

necessary to facilitate the participation of property owners and to facilitate the purposes hereunder.

As part of Lean & Green Michigan™, LEP will act as PACE administrator to administer Ingham County’s PACE Program. LEP is authorized to negotiate with credit providers and PACE project participants

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to facilitate the use of the PACE Program, to assist PACE project applicants in obtaining owner-arranged financing.

3. Financing Parameters

The dollar amount for financing of a particular project will be established by the property owner seeking to make the property improvement and the commercial lender seeking to finance the energy improvements. The maximum aggregate annual dollar amount for all financing to be provided by Ingham County shall be established not less often than annually and may be adjusted and amended by the Board of Commissioners. The initial maximum aggregate annual dollar amount for all financing provided by the County under the Program is ~~\$10,000,000~~ **\$1** for the fiscal year ending December 31, 2012, **\$1 for the fiscal year ending December 31, 2013, and \$1 for each subsequent fiscal year thereafter unless modified by the Board of County Commissioners.**

Owner-arranged and other financing from commercial lenders, as allowed under Act 270, Section 9(1)(g)(iii), are separate sources of financing from the financing provided by Ingham County. Owner-arranged and other financing from commercial lenders is not included under the maximum aggregate annual dollar amount for all financing provided by Ingham County under the Program.

4. Application Process/Eligibility Requirements

Application Process:

The application process for financing projects under the Program shall be those of LAGM. The current application form is attached as **Appendix B**. This form may be changed or amended as necessary by LEP.

Eligibility Requirements:

The eligibility requirements for financing projects under the Program shall be those of LAGM. Eligibility requirements may be changed or amended as necessary by LEP. The current list of eligibility requirements is attached as **Appendix C**.

5. Financing Terms of Assessments

For funds supplied by Ingham County, the interest rate on a PACE special assessment shall be sufficient to pay principal and interest on the bonds as determined by the Authorized

Official. Additional financing terms shall be negotiated between the property owner and bond purchasers/commercial lenders.

For funds supplied by commercial lenders, the interest rate for PACE special assessment installments will be negotiated by the parties based on current market conditions.

The maximum allowable repayment period of a PACE special assessment must be included in the PACE Special Assessment Agreement and will be determined on a project-specific basis and shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years.

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The maximum dollar amount of a PACE special assessment shall be negotiated on a project-specific basis between the property owner and the bond purchaser/commercial lender based upon the specific energy efficiency improvement(s) and/or renewable energy system(s) included in the individual PACE Special Assessment Agreement.

6. Assessment Collection Process

Based upon the request of the Authorized Official, within the parameters set forth herein, the Authorized Official will determine to:

- i. Finance energy projects by the issuance of bonds and to defray all or part of the cost of the energy improvements by special assessment upon the Special Assessment Parcel, which the Authorized Official will find is especially benefited in proportion to the costs of the energy improvements; or
- ii. Will determine to authorize commercial lenders to provide financing to defray all or part of the cost of the energy improvements by special assessment upon the Special Assessment Parcel, which the Authorized Official will find is especially benefited in proportion to the costs of the energy improvements.

The Special Assessment Roll, attached as **Appendix E**, will be spread by the Authorized Official on behalf of Ingham County and without objection by the property owner to allocate one hundred percent (100%) of the PACE special assessment levy created hereby to the Special Assessment Parcel.

The PACE special assessment, as allocated by the Authorized Official on behalf of Ingham County without objection by the property owner, will be finally established against the property and the energy projects to be constructed on the Special Assessment Parcel. The PACE special assessment will be effective immediately upon the execution and delivery of the PACE Special Assessment Agreement by property owner. The PACE special assessment may be paid in semi-annual installments pursuant to Section 13(2) of Act 270. The Authorized Official, on behalf of Ingham County will confirm the Special Assessment Roll.

If the project is financed with bonds, the Special Assessment Roll shall bear interest at a rate sufficient to pay principal and interest on the bonds. If funds are supplied by commercial

lenders, the interest rate for PACE special assessments will be negotiated by the parties based on current market conditions.

7. Financing Program

LAGM is developing and will continue to develop an active roster of financial institutions, institutional investors and other sources of private capital available to finance PACE projects in Michigan. By participating in LAGM, Ingham County helps its constituent property owners gain access to private capital made available through the statewide program. Ingham County authorizes the use of owner-arranged financing from commercial lenders to finance qualified energy projects under the Program.

Ingham County may also raise capital to finance qualified energy projects from the sale of bonds or notes, or may finance qualified energy projects under the Program from funds available to it from any other source.

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8. Reserve Fund

In the event Ingham County decides to issue bonds to provide financing for a PACE Program, Ingham County can determine at that time to fund a bond reserve account from any legally available funds, including funds from the proceeds of bonds.

By participating in LAGM, Ingham County assists its constituent property owners in taking advantage of any and all appropriate loan loss reserve and gap financing programs of the Michigan Economic Development Corporation (“MEDC”). Such financing mechanism can similarly be used to finance a reserve fund.

9. Fee Schedule

Application, administration and program fees for record owners shall be those of LAGM. Administration and program fees will be determined on a project specific basis and will depend on the size, nature and complexity of the energy project(s) and financing mechanism(s) involved.

10. Useful Life

The maximum length of time allowable for repayment of a PACE assessment shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years and will be determined on a project specific basis by LEP. Projects involving multiple energy efficiency improvements and/or renewable energy systems may aggregate the useful life of each improvement to determine an overall useful life figure for financing purposes. In aggregating the improvements, the property owner must appropriately weigh each improvement's dollar cost.

11. Property Eligibility Parameters

The ratio of the amount of the assessment to the market value of the property must be appropriate and shall be set forth in the PACE Special Assessment Agreement for each project. Additionally, the overall indebtedness on the property must be appropriate. In calculating the appropriate ratios, the property owner and the lender providing the financing may determine the market value of the property using either: 1) the market value of the property before the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as a recent appraisal or two times the State Equalized Value; or 2) the market value of the property upon completion of the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as an appraisal of the future value of the property or as determined based on the current market value of the property plus 75% of the value of the PACE project.

In calculating the appropriate ratio of the amount of the assessment to the market value of the property, the cost of the energy project (excluding closing costs and interest) shall generally not exceed 25% of the market value of the property.

In calculating the appropriate ratio of total indebtedness on the property, if the property owner and the lender providing financing calculate an appropriate ratio using the market value of the property before the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 95% of the market

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value of the property. If the property owner and the lender providing financing calculate an appropriate ratio using the market value upon completion of the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 90% of the market value of the property.

LEP and the Authorized Official may permit projects that exceed these values for reasonable cause on a case-by-case basis, and in such cases must include a letter of explanation as an addendum to the Special Assessment Agreement.

12. Mortgage Consent Requirement

As set forth in the PACE Special Assessment Agreement, if a property is subject to a mortgage then the record owner must obtain written consent from the mortgagee to participate in the Program. Proof of lender consent must be submitted with the PACE Program Application. A form of model lender consent to participate in a PACE Program is attached as **Appendix G**.

13. Marketing Program

LAGM has developed an ongoing marketing and participant education program. By joining LAGM, Ingham County gains access to this program and agrees to partner with LAGM in educating businesses in Ingham County about opportunities to save energy, save money and improve their property value and the County authorizes the use of Ingham County's logo by LAGM to be incorporated into the LAGM website and other communications vehicles. More information regarding the Program can be obtained at LAGM's website: www.leanandgreenmi.com; or at Ingham County's website at <http://ingham.org/>.

14. Quality Assurance and Antifraud Measures

LAGM includes the following quality assurance and antifraud measures:

- i. Business integrity review on clean energy contractors conducted by Michigan Saves;
 - ii. Background check process on clean energy contractors conducted by Michigan Saves;
- and
- iii. Other general due diligence as may be necessary or required.

15. Audit Requirement

As set forth in the PACE Special Assessment Agreement, a baseline energy audit must be completed before an energy project is undertaken. Each contract will require and provide adequate funding for monitoring and verification of energy savings throughout the life of the special assessment

16. Projects Over \$250,000

As set forth in the PACE Special Assessment Agreement, energy projects financed with more than \$250,000 require ongoing measurements to establish energy savings and a guarantee from the contractor that

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the energy project will achieve a savings to investment ratio greater than one (1). Provisions to provide for ongoing measurements and to provide performance guarantees shall be included with the PACE Program Application, attached as **Appendix B**.

17. Amendments to the Program

A public hearing shall not be required to amend this Program. LEP may amend the Ingham County PACE Program as necessary from time to time.

SPACE ABOVE FOR RECORDING PURPOSES

PACE SPECIAL ASSESSMENT AGREEMENT

between

INGHAM COUNTY, MICHIGAN

and

Dated _____, 20__

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PACE SPECIAL ASSESSMENT AGREEMENT

THIS PACE SPECIAL ASSESSMENT AGREEMENT (the “Agreement”) is made this ___ day of _____, 20___, between _____ (the “Property Owner”), a _____, whose address is _____, and Ingham County whose address is 341 S. Jefferson, PO Box 319, Mason, MI 48854.

RECITALS:

A. Ingham County desires to encourage economic development, improve property valuation, increase employment, reduce energy costs, reduce greenhouse gas emissions and contribute to the public health and welfare.

B. Act No. 270, Public Acts of Michigan, 2010 provides that Ingham County may create a special assessment to defray the cost of certain energy improvements and that a special assessment may be levied in connection therewith, whereby the property owner(s) benefited thereby shall contribute toward the cost thereof.

C. Based upon the authority set forth in the Lean & Green Michigan™ (“LAGM”) PACE Program Report approved by Resolution, adopted on _____, 20___, the parties have determined that it is necessary and appropriate to enter into this Agreement.

In consideration of the foregoing and the mutual covenants contained in this Agreement, Property Owner and Ingham County hereby enter into this Agreement and covenant and agree as follows:

ARTICLE I

DEFINITIONS

Definitions

The capitalized terms used in this Agreement shall have the following meanings, except to the extent the context in which they are used requires otherwise:

“**Act 270**” means Act No. 270, Public Acts of Michigan, 2010, commonly referred to as the PACE Act.

“**Agreement**” means this PACE Special Assessment Agreement as same may be amended and/or restated.

“**Authorized Official**” means the County Treasurer, who is authorized to enter into this agreement under the Lean & Green Michigan™ PACE Program.

“**Energy Efficiency Improvement**” means equipment, devices, or materials intended to decrease energy consumption, including, but not limited to, all of the

following: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air

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sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; and any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Board of Commissioners.

“**Energy Project**” means the installation or modification of an energy efficiency improvement or the acquisition, installation, or improvement of a renewable energy system.

“**Force Majeure**” means unforeseeable events beyond a party’s reasonable control and without such party’s failure or negligence including, but not limited to, acts of God, acts of public or national enemy, acts of the federal government, fire, flood, epidemic, quarantine restrictions, strikes and embargoes, labor disturbances, the unavailability of raw materials, and delays of contractors due to such causes, but only if the party seeking to claim Force Majeure takes reasonable actions necessary to avoid delays caused thereby.

“**Lean & Green Michigan™**” shall mean a consortium of local units of government and private entities involved in facilitating PACE-financed transactions.

“**LEP**” shall mean Levin Energy Partners, LLC, a Michigan Limited Liability Company.

“**Municipality**” means Ingham County, its coordinate agencies and political subdivisions and their respective successors and assigns.

“**Owner-Arranged Financing**” means the process by which a property owner secures financing for improvements to its property that does not involve bonds or any other form of funding provided by or supported by the Municipality.

“**PACE**” shall mean Property Assessed Clean Energy as defined in Act 270.

(m) “**PACE Program**” shall mean a program implemented by a municipality to stimulate energy efficiency and renewable energy projects in conformity with Act 270.

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(n) “**Renewable Energy Improvement**” means a fixture, product, device, or interacting group of fixtures, products, or devices on the customer’s side of the meter that use one (1) or more renewable energy resources to generate electricity.

(o) “**Special Assessment**” means the money obligation created pursuant to this Agreement, used to defray the cost of the Improvements and which shall, until paid, be a lien upon the Special Assessment Parcel (as defined below) of the same priority and status as other property tax liens and other assessment liens as provided in Act 270.

(p) “**Special Assessment District**” means the Special Assessment District established as part of the LAGM™ PACE Program pursuant to Act 270.

(q) “**Special Assessment Parcel**” means the property to which one hundred percent (100%) of the Special Assessment Roll has been spread by Ingham County and which is more particularly described on the attached **Appendix D**.

(r) “**Special Assessment Roll**” means the roll of properties with a PACE Special Assessment that sets forth a description of the property, the amount of the assessment, and the name of the person to whom the property was assessed, and as set forth by the Authorized Official, attached as **Appendix E**.

ARTICLE II

DESCRIPTION OF IMPROVEMENTS

Description of Improvements

The Improvements to be constructed, installed and financed under the PACE Program are described in **Appendix H** attached hereto. If after project approval, the Property Owner seeks to undertake additional Improvements, **Appendix H** may be amended or supplemented from time to time. Such additional Improvements must meet all the eligibility criteria of the PACE Program and may be added to the original application as a modification; or submitted as a new project at the discretion of LEP and the Authorized Official.

ARTICLE III

COVENANTS OF name of entity

Acquisition, Construction and Installation of the Project

NAME OF ENTITY, shall acquire, construct and install the Improvements as described in **Appendix H**.

ARTICLE IV

COVENANTS OF INGHAM COUNTY

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[Project specific provisions related to collection of special assessments, such provisions may include a requirement to turn over delinquent special assessments to the County Treasurer for collection as determined by the Authorized Official and LEP].

ARTICLE V

PACE SPECIAL ASSESSMENT

PACE Special Assessment Created

The Board of Commissioners has determined to establish a PACE Program and allow the financing of Improvements by special assessment upon the Special Assessment Parcel, which the Authorized Official under the PACE Program finds is especially benefited in proportion to the costs of the Improvements. The Special Assessment Roll has been spread by the Authorized Official and this Agreement without objection by NAME OF ENTITY to allocate one hundred percent (100%) of the special assessment levy created hereby to the Special Assessment Parcel.

The PACE special assessment, as allocated by the Authorized Official without objection by NAME OF ENTITY, is hereby finally established against the property and the Improvements now located or to be constructed on the Special Assessment Parcel as described on the attached **Appendix D** in an amount of: AMOUNT OF FINANCING Dollars (\$ _____) as stated on the Special Assessment Roll attached hereto as

Appendix E. The PACE special assessment is effective immediately upon the execution and delivery of this Agreement by NAME OF ENTITY. The amount of the PACE special assessment set forth in the Special Assessment Roll may be reduced as agreed between the NAME OF ENTITY and Ingham County [include any security provisions required by owner-arranged financing]. The PACE special assessment may be paid in semi-annual installments pursuant to the property tax collection mechanism of Ingham County. Delinquent PACE special assessment payments [shall/shall not] be turned over to the County Treasurer pursuant to the general property tax act, 1893 PA 206, MCL 211.1 to 211.155. The Authorized Official hereby confirms the Special Assessment Roll attached hereto as **Appendix E** and a payment schedule for the PACE special assessment payments due attached hereto as **Appendix F** (the "Payment Schedule").

Agrees to PACE Special Assessment; Waiver

NAME OF ENTITY, hereby irrevocably agrees and confirms the creation of the Special Assessment Roll established pursuant to this Agreement and EXPRESSLY WAIVES ANY AND ALL CLAIMS CHALLENGING THE LEGALITY, VALIDITY OR COLLECTIBILITY OF THE PACE SPECIAL ASSESSMENT, including, but not limited to,

claims arising from or based upon any theory of procedural defect concerning the approval of the Improvements, the establishment of the Special Assessment District, confirmation of the Special Assessment Roll and the Payment Schedule, Ingham County's right to place the special assessment lien on the Special Assessment Parcel, the collectability and due dates of the PACE special assessment installments, or any other theory or claim. NAME OF ENTITY further waives notice of hearing and the right to file objections.

Following the signing of this Agreement, no suit or action of any kind shall be instituted or maintained for the purpose of contesting or enjoining the collection of any PACE special assessment, and NAME OF ENTITY, for itself and its successors in interest, lessees, purchasers, and assigns with respect to all or any part of the Special Assessment Parcel, hereby irrevocably waives its rights to contest the PACE special assessment

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with any adjudicative body having jurisdiction over the subject matter, including, but not limited to, the Michigan Tax Tribunal.

NAME OF ENTITY shall not sell, transfer, alienate or convey any of its interest in the Special Assessment Parcel without first having given written notice of the PACE special assessment to any successors in interest, lessees, purchasers or assigns and made a copy as part of any purchase contract, sale contract, lease agreement, deed or any other conveyancing instrument by which NAME OF ENTITY purports to assign all or any part of its interest in the Special Assessment Parcel to any successors in interest, lessees, purchasers, and assigns. This Agreement shall be recorded against the real property constituting the Special Assessment Parcel by Ingham County with the Ingham County Register of Deeds.

Ingham County agrees that following payment to Ingham County in full of the PACE special assessment, as same may be expanded and/or amended, to promptly execute and deliver documentation discharging the County's interest with respect to the property. Until the PACE special assessment liability has been fully satisfied and the lien discharged, each purchaser of all or any part of the Special Assessment Parcel, as a condition of closing on such purchase, shall execute and deliver to the County a written notice: (i) acknowledging the principal amount unpaid and outstanding on the PACE special assessment; (ii) agreeing to the assumption of the liability to pay the PACE special assessment on a timely basis, when due, until the remaining balance and interest on said PACE special assessment has been paid in full; and (iii) acknowledging that the title insurance policy will state that the PACE special assessment has not been paid at time of closing thereon.

NAME OF ENTITY agrees that it, its successors and assigns shall, during the term of this Agreement and the PACE special assessment, pay all ad valorem real property taxes and assessments levied against the property when due and NAME OF ENTITY specifically waives, irrevocably for itself, its successors and assigns as to any and all portions of the Special Assessment Parcel, the right to pay ad valorem real property taxes and assessments on any other installment method which may be available to property owners in Ingham County.

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Lien

The PACE special assessment is an obligation with respect to the Special Assessment Parcel, and shall, until paid, be and continue to be a lien upon all such property assessed for the amount of the PACE special assessment and all interest and charges apportioned to such property which may accrue thereon. Such lien shall be of the same character and effect as liens created pursuant to the General Property Tax Act, and shall be treated as such with respect to procedures for collection, including accrued interest and penalties. The PACE special assessment confirmed hereby is a debt to Ingham County that has been assigned to NAME OF ENTITY and its successors in interest, lessees, purchasers and assigns. The transfer of title to all or any part of the Special Assessment Parcel shall not, in and of itself, trigger an acceleration of the PACE special assessment. No judgment or decree shall destroy or impair any lien of the County upon the premises assessed for such amount of the assessment as may have been equitably or lawfully charged and assessed thereon. Failure of NAME OF ENTITY or any subsequent property owner to receive any notice required to be sent shall not invalidate any PACE special assessment or the Special Assessment Roll and shall not be a jurisdictional requirement.

Installment Payments

Payments shall be made in accordance with attached **Appendix F**.

Delinquent Payments

In the event the payment by NAME OF ENTITY of a PACE special assessment installment shall be due and unpaid for more than NUMBER OF DAYS (__) days, then such installment shall be deemed delinquent and NAME OF ENTITY shall pay thereon, in addition to the interest described above, an administrative fee in an amount equal to the product of unpaid balance due multiplied by an annual rate equal to __% over the annual rate of interest borne by the bonds, multiplied by the number of days that the same remains unpaid and then divided by 365, together with the costs of collection, including actual attorneys' fees. All such amounts shall constitute a lien against the Special Assessment Parcel. [To be modified depending on terms of owner-arranged financing].

Use of Assessment

[To be determined based on owner-arranged financing; provided, however, the Authorized Official shall ensure that such uses include payment of any application, administration or legal fees associated with the PACE project. The Authorized Official is permitted to allow payment be made directly to the financing source and not through the traditional assessment collection process, if such change is made, conforming changes shall be made throughout the Agreement.] If the project was financed by a source other than by bonds, the assessment, as collected, may be forwarded by Ingham County to said financing source as identified in **Appendix I** attached hereto to be credited towards principal and interest owed by NAME OF ENTITY to said financing source in accordance with a specific agreement entered into between NAME OF ENTITY and said financing source.

Invalidity; Cure

In the event of any invalidity of the PACE special assessment because of irregularity in the proceedings, or the adjudgment of the PACE special assessment as illegal by a court of competent jurisdiction, the Authorized Official may cause a new special assessment to be made for the Improvements, and NAME OF

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ENTITY, on behalf of itself and its successors in interest, lessees, purchasers, and assigns with respect to all or any part of the Improvements as reasonably determined by the County, hereby waives any objections to and agrees to the imposition of such new PACE special assessment. [Authorized Official to make modifications for owner-arranged financing to limit discretion to change Special Assessment Roll and to obligate itself to revise the Special Assessment Roll to ensure owner-arranged financial institution is made whole.]

ARTICLE VI

CONDITIONS PRECEDENT

Conditions Precedent to Ingham County's Obligations

The obligations of Ingham County to issue and/or sell bonds under this Agreement and/or to approve owner-arranged financing between NAME OF ENTITY and a third-party financing source are subject to the following conditions precedent as required herein, or waived in writing by Ingham County, except as specifically hereinafter provided:

The County and NAME OF ENTITY shall have authorized, executed and delivered this Agreement and all approvals required hereby shall have been secured.

No action, suit, proceeding or investigation shall be pending before any court, public board or body to which NAME OF ENTITY or Ingham County is a party, or is threatened in writing against NAME OF ENTITY or Ingham County, contesting the validity or binding effect of this Agreement, the PACE special assessment, or the bonds, which could result in an adverse decision that may have a material adverse effect upon the ability of NAME OF ENTITY to pay, or Ingham County to levy and collect the PACE special assessments to pay the bonds or to pay a third-party financing source, including, without limitation, any determination by any agency or official as to the ability to levy the PACE special assessments, or which would have a material adverse effect on NAME OF ENTITY or Ingham County's ability to comply with any of the obligations and terms of this Agreement or the bonds.

There shall be no ongoing breach of any of the covenants and agreements of NAME OF ENTITY required to have been observed or performed by NAME OF ENTITY under the terms of this Agreement and no Event of Default by NAME OF ENTITY or no event which with notice or the passage of time could become an Event of Default by NAME OF ENTITY under this Agreement shall have occurred.

All documents, schedules, materials, maps, plans, descriptions and related matters which are contemplated to be made Appendices to this Agreement shall have been fully

completed by NAME OF ENTITY to Ingham County's reasonable satisfaction and shall have been appended hereto.

No objection shall have been made by NAME OF ENTITY or any other party claiming an interest in the Special Assessment Parcel at Ingham County's Board of Commissioners meeting at the time the Authorized Official has spread the roll.

NAME OF ENTITY shall meet all eligibility requirements as set forth in **Appendix C**.

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NAME OF ENTITY shall not have filed bankruptcy or sought the protections of any state and federal law insolvency statutes providing protections to debtors.

ARTICLE VII

REPRESENTATIONS AND WARRANTIES

Representations and Warranties of Ingham County

Ingham County represents and warrants to NAME OF ENTITY that:

The execution and delivery of this Agreement has been duly authorized by Ingham County, and this Agreement constitutes a valid and binding agreement of the County, enforceable in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principals of equity, including those relating to equitable subordination.

Neither the execution and delivery of this Agreement nor the consummation of the transaction contemplated herein is in violation of any provision of any existing law, ordinance, rule, resolution or regulations, order or decree of any court or governmental entity, or any agreement to which Ingham County is a party or by which the County is bound.

Ingham County has taken all preliminary action necessary to empower the County to adopt the bond Resolution [For bond transactions only] authorizing the issuance and sale of the bonds and/or has taken all action necessary to empower the County to permit owner-arranged financing.

Representations and Warranties of NAME OF ENTITY

NAME OF ENTITY represents and warrants to Ingham County that:

NAME OF ENTITY is duly organized and validly existing as a TYPE OF ENTITY in good standing under the laws of the State of Michigan, with power under

the laws of this state to carry on its business as now being conducted, and is duly qualified to do business in the State of Michigan; and NAME OF ENTITY has the power and authority to own the property and carry out the obligations to complete the Improvements.

The execution and delivery of this Agreement will not result in a violation or default by NAME OF ENTITY of any provision of its Articles of Organization or Operating Agreement, or under any indenture, contract, mortgage, lien, agreement, lease, loan agreement, note, order, judgment, decree or other instrument of any kind or character to which it is a party and by which it is bound, or to which it or any of its assets are subject.

NAME OF ENTITY represents and warrants that it is the sole and exclusive legal and equitable title owner of fee simple title to the Special Assessment Parcel and the Improvements located, or to be located, thereon and has full legal power and authority to consent to the finalization and levying of the PACE special assessment as provided herein.

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The execution and delivery of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all requisite action, and this Agreement constitutes a valid and binding agreement enforceable in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

ARTICLE VIII

DEFAULT

NAME OF ENTITY **Default**

If NAME OF ENTITY breaches any covenant of this Agreement or any other agreement related to this Agreement and fails to pursue a cure of such breach within NUMBER OF DAYS (__) days after the written notice thereof has been received, NAME OF ENTITY shall be deemed to have committed an event of default ("Event of Default").

Remedies

If NAME OF ENTITY commits an Event of Default under this Agreement, Ingham County, after giving written notice as required, without further notice of any kind, shall be entitled to seek and obtain a decree of specific performance of this Agreement from a court of competent jurisdiction; or the right to recover from NAME OF ENTITY any damages incurred by Ingham County and any costs incurred by the County in enforcing or attempting to enforce this

Agreement or the PACE special assessment, including attorneys' fees and expenses; or to foreclose on the Special Assessment Parcel and to sell all or any part of the Special Assessment Parcel to the extent necessary to recover any damages and costs; or any combination of the foregoing.

Ingham County's Default

If Ingham County breaches any covenant of this Agreement or any other agreement related to the carrying out of this Agreement and fails to pursue a cure of such breach within NUMBER OF DAYS (__) days after written notice thereof has been received, Ingham County shall be deemed to have committed an Event of Default.

Remedies

If the County commits an Event of Default under this Agreement and NAME OF ENTITY shall have otherwise fully performed all of its obligations hereunder, NAME OF ENTITY, after giving written notice as required, without further notice or demand, shall be entitled to seek and obtain a decree of specific performance from a court of competent jurisdiction; but NAME OF ENTITY shall not have the right to seek to recover any money damages against the County incurred by NAME OF ENTITY and any costs incurred by NAME OF ENTITY against the County, including the costs of enforcing or attempting to enforce this Agreement. If the County defaults in any of its express obligations, NAME OF ENTITY shall be entitled to pursue its remedies as may be contained therein, but

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such default shall not negate NAME OF ENTITY obligation to pay the PACE special assessment and other costs due hereunder.

Waiver

Failure to act upon discovery of a default or to act upon the existence of an Event of Default, shall not constitute a waiver or right to pursue the remedies provided.

ARTICLE IX

MISCELLANEOUS

Term

Except as otherwise provided in this Agreement, the terms of this Agreement shall commence on the date first written above and shall expire upon the payment in full of the PACE special assessment created herein.

Assignment of this Agreement

Except as provided herein, no party to this Agreement may transfer, assign or delegate to any other person or entity all or any part of its rights or obligations arising under this Agreement without the prior written consent of the other party hereto excepting as otherwise expressly provided herein.

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Notices

All notices, certificates or communications required by this Agreement to be given shall be in writing and shall be sufficiently given and shall be deemed delivered when personally served, or when received if mailed by registered or certified mail, postage prepaid, return receipt requested, addressed to the respective parties as follows:

If to the County: Ingham County
 Ingham County Court House
 P.O. Box 319
 Mason, MI 48854
 Attn: _____

With a copy to: Ingham County
 P.O. Box 220
 Mason, MI 48854
 Attn: County Treasurer

If to NAME OF ENTITY: _____

 _____, _____
 Attn: _____

With a copy to: _____

 _____, _____
 Attn: _____

or to such other address as such party may specify by written notice. To the extent the County is advised in writing by NAME OF ENTITY of the name, address and contact person for any lender, the County shall provide written notice to said Lender of any default hereunder by NAME OF ENTITY simultaneously with providing such written notice to NAME OF ENTITY.

Amendment and Waiver

No amendment or modification to or of this Agreement shall be binding upon any party hereto until such amendment or modification is reduced to writing and executed by each party hereto. No waiver of any term of this Agreement shall be binding upon any party until such waiver is reduced to writing, executed by the party to be charged with such waiver, and delivered to the other party hereto.

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Entire Agreement

This Agreement and the agreements and documents specifically referenced herein, contain all agreements between the parties. There are no other representations, warranties, promises, agreements or understandings, oral, written or implied, among the parties, except to the extent reference is made thereto in this Agreement.

Execution in Counterparts

This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

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Captions

The captions and headings in this Agreement are for convenience only and in no way limit, define or describe the scope or intent of any provision of this Agreement.

Applicable Law

This Agreement shall be governed in all respects, whether as to validity, construction, performance and otherwise, by the laws of the State of Michigan.

Mutual Cooperation

Each party to this Agreement shall take all actions required of it by the terms of this Agreement as expeditiously as possible and shall cooperate to the fullest extent possible with the other party to this Agreement. Each party to this Agreement shall exercise reasonable diligence in reviewing, approving, executing and delivering all documents necessary to accomplish the purposes and intent of this Agreement. Each party to this Agreement also shall use its best efforts to assist the other party to this Agreement in the discharge of its obligations hereunder and to assure that all conditions precedent to the issuance of the bonds and/or other financing arrangements are satisfied.

Binding Effect

This Agreement, being for the benefit of the property, shall be binding upon the parties hereto and upon their respective successors and assigns.

Force Majeure

No party hereto shall be liable for the failure to perform its obligations hereunder if said failure to perform is due to Force Majeure. Said failure to perform shall be excused only for the period during which the event giving rise to said failure to perform exists; provided, however, that the party seeking to take advantage of this Section shall notify the other party in writing, setting forth the event giving rise to said failure to perform, within ^{NUMBER OF DAYS} (___) business days after the occurrence of said event.

[SIGNATURES ON THE FOLLOWING PAGE]

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IN WITNESS WHEREOF, Ingham County and NAME OF ENTITY have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

Witnessed:

By: _____, a Michigan

Signature of:

By: _____

Signature of:

Signature of: _____
Its: Authorized Signatory

Witnessed as to both
signatures by:

Ingham County, Michigan

Signature of:

By: _____
Signature of:
Its: County Treasurer

Signature of:

State of Michigan)
) ss
County of Ingham)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ the Authorized Signatory of _____ on behalf of the _____.

Notary Public
_____ County, Michigan
My commission expires _____

DRAFTED BY, WITH THE ACTIVE
PARTICIPATION OF
REPRESENTATIVES:
WHEN RECORDED RETURN TO:

APPENDIX B

Lean & Green Michigan™ PACE Program Application

Public Act 270 of 2010 (“Act 270”) authorizes local units of government to adopt Property Assessed Clean Energy (“PACE”) programs to promote the installation of energy efficiency improvements and renewable energy systems by owners of commercial or industrial property within a district designated by Ingham County. Act 270 allows private commercial lenders to finance energy projects and authorizes local units of government to issue bonds, notes and other indebtedness. Act 270 authorizes the assessment of properties for the cost of the energy projects and provides for repayment to local governments through a voluntary property assessment. The property assessment remains with the property and has the same priority as other property tax and assessment liens in the event of foreclosure.

LAGM has developed a PACE program that provides voluntary special assessments for certain energy efficiency improvements and renewable energy systems that are associated with real property.

The property eligibility requirements are as follows:

Property is privately owned commercial or industrial real property within Ingham County’s jurisdictional boundaries, which may be owned by any individual or private entity, whether for-profit or non-profit. MCL 460.933(g). Multi-family residential property is included in the definition of commercial property.

There are no delinquent taxes, special assessments, or water or sewer charges on the property. The Authorized Official at his discretion may disqualify properties that although not currently delinquent, have been delinquent within six months of the application’s submission. MCL 460.941(2)(a).

There are no delinquent assessments on the property under a PACE program. MCL 460.941(2)(b).

The term of assessment shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years. Projects that consist of multiple energy efficiency improvements or renewable energy systems with varying lengths of useful life may blend the lengths to determine an overall assessment term that does not exceed the useful life of the improvements in aggregate. MCL 460.939(i).

An appropriate ratio must be determined for the amount of assessment in relation to the assessed value of the property. The ratio of the amount of the assessment to the market value of the property must be appropriate and shall be set forth in the PACE Special Assessment Agreement for each project. Additionally, the overall indebtedness on the property must be appropriate. In calculating the appropriate ratios, the property owner and the lender providing the financing may determine the market value of the property using either: 1) the market value

of the property before the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as a recent appraisal or two times the State Equalized Value; or 2) the market value of the property upon completion of the PACE project as agreed to by the property owner and

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the lender providing the financing using a proper measure such as an appraisal of the future value of the property or as determined based on the current market value of the property plus 75% of the value of the PACE project. In calculating the appropriate ratio of the amount of the assessment to the market value of the property, the cost of the energy project (excluding closing costs and interest) shall generally not exceed 25% of the market value of the property. In calculating the appropriate ratio of total indebtedness on the property, if the property owner and the lender providing financing calculate an appropriate ratio using the market value of the property before the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 95% of the market value of the property. If the property owner and the lender providing financing calculate an appropriate ratio using the market value upon completion of the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 90% of the market value of the property. LEP and the Authorized Official may permit projects that exceed these values for reasonable cause on a case-by-case basis, and in such cases must include a letter of explanation as an addendum to the Special Assessment Agreement.

Written consent from the mortgage holder must be obtained if the property is subject to a mortgage. MCL 460.939(k).

A baseline energy audit must be conducted for the property that is approved by LEP and the Authorized Official. Such approval may be granted retroactively if the audit meets the standards of LEP. MCL 460.939(o).

For projects financed for more than \$250,000, a performance guarantee must be provided by the contractor(s) to guarantee a savings to investment ratio greater than one (1). MCL 460.939(p). The performance guarantee must meet the standards set by LEP.

For projects financed for more than \$250,000, an agreement to conduct annual energy and financial audits must be established with committed financial and logistical arrangements for ongoing verification and measurement of energy savings that meet standards set by LEP. MCL 460.939(p).

Bonds or notes issued under Act 270 shall not be general obligations of the local unit of government, but shall be secured by the voluntary assessments and other security mechanisms provided in the statute. MCL 460.945(2).

The applicant assumes all risk with respect to the implementation of a PACE Program in respect of the applicant's property. Ingham County is an accommodation party only, and is providing access to the PACE Program so as to enable property owners to make decisions regarding energy improvements to their property in a manner which allows the property owner to make the improvements in a cost-effective manner and for the property owner's benefit.

Energy projects that may be eligible for PACE assessments include, but are not limited to: equipment, devices, or materials intended to decrease energy consumption, including: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-

glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Board of Commissioners; and a fixture, product, device, or interacting group of fixtures, products, or devices on the customer's side of the meter that use one (1) or more renewable energy resources to generate electricity, but does not include an incinerator or digester.

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Mail or deliver your application and attachments to:

Attention:

Program Administrator for Ingham County PACE Program
c/o Levin Energy Partners, LLC
3400 Russell Street, Suite 255
Detroit, MI 48207

Applications and attachments may also be emailed to the Program Administrator through the webpage www.leanandgreenmi.com. For questions regarding the status of your application please contact the Program Administrator at 313.444.1474.

PACE Program Application

Property and Property Owner Information

1. Property Parcel Legal Name(s) (as they appear on property tax records)

Parcel #: Click here to enter text.

Address: Click here to enter text.

Owner: Click here to enter text. (Legal name)

2. Property Type (Check all that apply)

- Commercial**
 - Grocery/convenience store
 - Health care/clinic
 - Mixed use
 - Multi-family unit (3 or more)
 - Office
 - Retail
 - Restaurant
 - Recreational
 - Warehouse
 - Other - Please describe [Click here to enter text.](#)
- Industrial**
- Agricultural**
- Nonprofit**

3. Property Owner(s) Contact Information

Contact Name: Click here to enter text. (Person that will sign loan documents)

Company Name: Click here to enter text. (As it should appear in legal documents)

Address: Click here to enter text.

E-mail Address: Click here to enter text.

Telephone Number: Click here to enter text.

4. Property Owner(s) Type

- | | | |
|--------------------------------------|--------------------------------|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> LLP | <input type="checkbox"/> LLC |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> 501C3 | <input type="checkbox"/> Other (please specify) |

5. Property Valuation

State Equalized Value (SEV): NA

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Date of SEV: NA

Appraisal: [Click here to enter text.](#)

Date of Appraisal: [Click here to enter text.](#)

6. Existing Liens Against Property (tax, special assessment, water or sewer charges, etc.)

Amount	Type	End Date
\$ Click here to enter text.	Click here to enter text.	Click here to enter text.
\$ Click here to enter text.	Click here to enter text.	Click here to enter text.
\$ Click here to enter text.	Click here to enter text.	Click here to enter text.

Total Dollar Amount of Liens Against Property: [Click here to enter text.](#)

7. Balance of Any Mortgage(s):

	Amount of Mortgage	Name of Mortgage Holder
First Mortgage	\$ Click here to enter text.	Click here to enter text.
Second Mortgage	\$ Click here to enter text.	Click here to enter text.
Additional Debt on Property	\$ Click here to enter text.	Click here to enter text.

8. Consent: Consent by mortgage holder(s) obtained, if subject to a mortgage. Yes

Attach:

- Title Report
- Appraisal
- Property Tax Record
- Mortgage Lender Consent
- Mortgage Statement

Energy Project Information

1. PACE Project Developer (If you do not have a PACE project developer, contact Lean & Green Michigan)

Name: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

E-mail Address: [Click here to enter text.](#)

Telephone Number: [Click here to enter text.](#)

Other Contractors: [Click here to enter text.](#)

2. Overall Energy Project Cost: [Click here to enter text.](#)

3. Savings to Investment Ratio (as provided in Energy Savings Guarantee)*

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3a. Year 1: Click here to enter text.

3b. Overall: Click here to enter text.

4. Useful Life of Energy Project Measures: Click here to enter text.

5. User ID for Energy Star Portfolio Manager (for property): Click here to enter text.

Attach:

- Baseline energy audit performed on the property
- Final scope of work, including useful life calculations of individual measures
- Cash flow analysis using LEP model
- Energy savings guarantee contract between project developer/contractor and property owner

PACE Loan Details

1. PACE Lender/Capital Provider (If you do not have a PACE lender, contact Lean & Green Michigan)

Name: Click here to enter text.

Address: Click here to enter text.

E-mail Address: Click here to enter text.

Telephone Number: Click here to enter text.

2. Requested Assessment Amount

Energy Project Cost:	\$ Click here to enter text.
Energy Audit	\$ Click here to enter text.
Engineering/Architect Plans	\$ Click here to enter text.
Building Permit Fees	\$ Click here to enter text.
Other (Please explain)	\$ Click here to enter text.
Total Assessment Amount:	\$ Click here to enter text. (total of all lines above)

3. Requested Assessment Repayment Period: Click here to enter text.

4. Interest Rate Offered By Lender: Click here to enter text.

All Attachments to Application:

- Appraisal
- Baseline energy audit performed on the property, including useful life calculations of individual measures.
- Cash flow analysis using LEP model
- Energy savings guarantee contract between project developer/contractor and property owner
- Lender Consent from Mortgage Holder

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- Mortgage Statement
- Property Tax Record
- Title Report

APPENDIX C

PROGRAM ELIGIBILITY CHECKLIST

Property is privately owned commercial or industrial real property within Ingham County's jurisdictional boundaries, which may be owned by any individual or private entity, whether for-profit or non-profit. MCL 460.933(g). Multi-family residential property is included in the definition of commercial property.

There are no delinquent taxes, special assessments, or water or sewer charges on the property. The Authorized Official at his discretion may disqualify properties that although not currently delinquent, have been delinquent within six months of the application's submission. MCL 460.941(2)(a).

There are no delinquent assessments on the property under a PACE program. MCL 460.941(2)(b).

The term of assessment shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years. Projects that consist of multiple energy efficiency improvements or renewable energy systems with varying lengths of useful life may blend the lengths to determine an overall assessment term that does not exceed the useful life of the improvements in aggregate. MCL 460.939(i).

An appropriate ratio must be determined for the amount of assessment in relation to the assessed value of the property. The ratio of the amount of the assessment to the market value of the property must be appropriate and shall be set forth in the PACE Special Assessment Agreement for each project. Additionally, the overall indebtedness on the property must be appropriate. In calculating the appropriate ratios, the property owner and the lender providing the financing may determine the market value of the property using either: 1) the market value of the property before the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as a recent appraisal or two times the State Equalized Value; or 2) the market value of the property upon completion of the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as an appraisal of the future value of the property or as determined based on the current market value of the property plus 75% of the value of the PACE project. In calculating the appropriate ratio of the amount of the assessment to the market value of the property, the cost of the energy project (excluding closing costs and interest) shall generally not exceed 25% of the market value of the property. In calculating the appropriate ratio of total indebtedness on the property, if the property owner and the lender providing financing calculate an appropriate ratio using the market value of the property before the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 95% of the market value of the property. If the property owner and the lender providing financing calculate an appropriate ratio using the market value upon completion of the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 90% of the market value of the property. LEP and the Authorized Official may permit projects that exceed these values for reasonable cause on a case-by-case basis, and in such cases must include a letter of explanation as an addendum to the Special Assessment Agreement. The

ratio will be determined on a project-by-project basis by LEP and shall not exceed 25% of the State Equalized Value without written approval of the Authorized Official. MCL 460.939(j).

Written consent from the mortgage holder must be obtained if the property is subject to a mortgage. MCL 460.939(k).

A baseline energy audit must be conducted for the property that is approved by LEP and the Authorized Official.

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Such approval may be granted retroactively if the audit meets the standards of LEP. MCL 460.939(o).

For projects financed for more than \$250,000, a performance guarantee must be provided by the contractor(s) to guarantee a savings to investment ratio greater than one (1). MCL 460.939(p). The performance guarantee must meet the standards set by LEP.

For projects financed for more than \$250,000, an agreement to conduct annual energy and financial audits must be established with committed financial and logistical arrangements for ongoing verification and measurement of energy savings that meet standards set by LEP. MCL 460.939(p).

APPENDIX D

**SPECIAL ASSESSMENT PARCEL WHICH IS ENCUMBERED
BY THE PACE SPECIAL ASSESSMENT ROLL**

[PROJECT SPECIFIC]

Parcel

Tax Parcel I.D. No.: _____.

APPENDIX E

PACE SPECIAL ASSESSMENT ROLL

[PROJECT SPECIFIC]

PACE Project Special Assessment

Parcel Number:

Address:

City:

Owner:

Assessment:

Percent:

I certify that the above is the special assessment role created for the PACE project referenced in this document in the applicable township, city, village, or applicable entity, in the State of Michigan, subject to payment of special assessment as outlined in Appendix D of this document.

[INSERT COUNTY TREASURER]

Ingham County Treasurer

Dated

JUNE 12, 2018 REGULAR MEETING

Payment Schedule

APPENDIX F

APPENDIX F

PAYMENT SCHEDULE

[PROJECT SPECIFIC]

JUNE 12, 2018 REGULAR MEETING

**Lender Consent and Acknowledgement
APPENDIX G**

APPENDIX G

Lender Consent and Acknowledgement of Owner Participation in
Ingham County, Michigan PACE Program¹

This acknowledgement is granted _____, 20___, by NAME OF MORTGAGE HOLDER (the “Lender”), and for the benefit of NAME OF ENTITY (the “Property Owner”), and Ingham County in the State of Michigan.

Recitals

A. Pursuant to Public Act No. 270 of 2010, Ingham County established the Ingham County Property Assessed Clean Energy (“PACE”) Program on _____, 20___, by RESOLUTION # to promote installation of energy efficiency improvements and/or renewable energy systems.

B. The Property Owner has applied to the Program to finance the amount of \$ AMOUNT OF FINANCING, to be paid back as an assessment on Property Owner’s real property, described in Appendix D attached hereto (the “Property”), over a period of NUMBER OF YEARS years.

C. Owner has previously executed a mortgage, deed of trust, dated _____, 20___, to the Lender, covering the Property, to secure a promissory note in the sum of \$ AMOUNT OF LOAN, and recorded on _____, 20___ at Liber ____, Page ____, Ingham County Register of Deeds.

D. Repayment by the Property Owner under the PACE Special Assessment Agreement will be a statutory assessment levied against the Property notice of which shall be recorded against the Property in the Office of the Register of Deeds for Ingham County, Michigan, and which assessment, together with interest and any penalties, shall constitute a lien (the “Lien”) on the Property, and shall be collected subject to the terms agreed to between the parties and as contained in the PACE Special Assessment Agreement.

Consent and Acknowledgement

Lender acknowledges that it has been informed of the Property Owner’s participation in the Ingham County PACE Program, and agrees that Property Owner’s execution of the PACE Special Assessment Agreement will not constitute a default under Lender’s Deed of Trust.

Execution of this Consent and Acknowledgement by Lender’s representative shall constitute full and complete consent to the Property Owner’s participation in the Ingham County PACE Program.

¹ If property being improved has no mortgage, please submit documentation demonstrating such.

APPENDIX H

DESCRIPTION OF IMPROVEMENTS

[PROJECT SPECIFIC]

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**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR
ARCHITECTURAL DESIGN AND ENGINEERING SERVICES**

RESOLUTION # 18 – 250

WHEREAS, the Ingham County Road Department is in need of architectural design and engineering services for a roof replacement at the Eastern District Garage, located at 1335 E. Howell Road Williamston, Michigan 48895; and

WHEREAS, the Road Department adopted 2018 budget includes controllable expenditures and funds for this and related building and grounds purchases; and

WHEREAS, quotes for architectural design and engineering services were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Road Department, to award the architectural design and engineering services to Roger Donaldson, AIA P.L.C., based on the lowest qualified bid.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the quote, and authorizes the agreement with Roger Donaldson, AIA P.L.C. 4787 Tartan Lane Holt, Michigan 48842, at rates per the attached quote from Roger Donaldson, not to exceed \$12,000, including base cost \$9,120, plus contingency of \$2,880.

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 on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR
THE OKEMOS ROAD BRIDGE REPLACEMENT - ENVIRONMENTAL ASSESSMENT AND
PROGRAMMATIC SECTION 4(F) EVALUATION PROJECT**

RESOLUTION # 18 – 251

WHEREAS, there are two existing bridges conveying Okemos Road traffic over the Red Cedar River. The northbound camelback bridge built in 1925 and the southbound three-span bridge built in 1959. Both bridges are functionally obsolete and structurally deficient; and

WHEREAS, the Ingham County Road Department wishes to replace the two existing vehicular bridges with a single structure as part of state and federally funded road project scheduled for construction in 2020; and

WHEREAS, the bridge replacement portion of the project involves an Environmental Assessment (EA), Programmatic Section 4(f) Evaluation, and Section 106 historic review, per the National Environment Policy Act (NEPA), to satisfy the Michigan Department of Transportation, the Federal Highway Administration, and the Michigan Historic Preservation Office to gain a Finding of No Significant Impact (FONSI); and

WHEREAS, the Purchasing Department solicited and received four (4) proposals from competent consultants / teams with Environmental Assessments (EA), Programmatic Section 4(f), Section 106 historic review, and National Environment Policy Act (NEPA) experience for historical bridge replacement projects. The proposed professional service fees received and associated lead consultants are as follows:

DLZ Michigan	\$127,637.48
OHM Advisors	\$245,000.00
The Corradino Group	\$390,590.00
CDM Smith	\$396,532.22

WHEREAS, an ad-hoc committee, including ICRD and Purchasing Department staff, reviewed the proposals for adherence to county purchasing requirements, proposed scope of work, similar project experience, and overall value to the county; and

WHEREAS, the ad-hoc committee and Road Department recommends that the Board of Commissioners retain the low proposer, DLZ Michigan, Inc. of Lansing, Michigan, to provide the requested professional services for the proposed fee plus a 20% contingency for a total authorization of \$153,165.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a professional services contract with DLZ Michigan, Inc., 1425 Keystone Avenue, Lansing, Michigan, based on its Okemos Road Bridge Replacement - Environmental Assessment and Programmatic Section 4(f) Evaluation Proposal for the not-to-exceed fee of \$153,165.00.

JUNE 12, 2018 REGULAR MEETING

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PURCHASE OF A
HIGHWAY EASEMENT FOR THE JOLLY-OKEMOS PROJECT**

RESOLUTION # 18 – 252

WHEREAS, the Road department is currently improving the Jolly-Okemos Roads intersection in a project authorized per Resolution #17-237 adopted June 13, 2017, to add right turn lanes and upgrade the traffic signals for improved traffic flow, resurface the pavement, improve drainage, and improve the pedestrian facilities including sidewalks, ADA ramps (per Americans with Disabilities Act), audible pedestrian signals and crosswalks; and

WHEREAS, the Road department has received numerous citizen inquiries for enhancing pedestrian facilities to the extent possible on the above-mentioned subject project including from various disabled and/or handicapped persons who indicate they use the sidewalks in the subject area; and

WHEREAS, the Ingham County Complete Streets Policy adopted per Resolution #17-273 on July 25, 2017, calls for including pedestrian improvements among other “complete streets” enhancements to the extent possible, to enable safe travel along county roadways for all modes of travel; and

WHEREAS, it is thus desired to fill in a sidewalk gap on the south side of Jolly Road west of Okemos Road in front of a McDonald’s restaurant parking lot and the Marathon gas station on the southwest corner of Jolly and Okemos Roads as part of the subject project; and

WHEREAS, the subject Marathon gas station and McDonalds parking lot exist without sidewalk on their Jolly Road frontages, and there are no known plans for either property to be redeveloped or for the above-mentioned sidewalk gap to be constructed by any other means, it is therefore unlikely the subject frontages would ever receive a sidewalk in the foreseeable future without being included in the current intersection project; and

WHEREAS, the existing right of way (ROW) width on the south half of Jolly Road along the subject Marathon gas station frontage is only 33 feet from center of ROW, which is a section line, and is the Meridian-Alaiedon Township boundary line, and the south half of Jolly Road with the proposed widening for an eastbound to southbound right turn lane will nearly fully occupy the existing 33 ft. south half ROW (existing ROW on McDonald’s parking lot Jolly Road frontage is sufficiently wide in which to add sidewalk); and

WHEREAS, an easement from the Marathon gas station owner, Hop Family LLC, is thus needed to construct sidewalk in the gap described above, which, under the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (the Uniform Act), must be purchased at just compensation, which is typically fair market value for the area of land to be encumbered by the proposed easement; and

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WHEREAS, Road Department staff and representatives of Marathon owner, Hop Family LLC, Wyoming, MI, have tentatively agreed to compensation for the 10 ft. wide, 2000 square foot, proposed easement of \$10,000.00, in addition to reconstructing of Marathon's westerly Jolly Road driveway, removal of their easterly Jolly Road driveway, besides construction of the sidewalk itself and restoration of the greenbelt, subject to approval of this resolution by the Ingham county Board of Commissioners; and

WHEREAS, the Marathon owners are waiving their right under the Uniform Act to a formal appraisal of the proposed easement, however the actual appraised value of the easement plus the cost of appraisal would likely be at least equal to, if not greater than, the above mentioned negotiated compensation of \$10,000 plus driveway, sidewalk and restoration work, and thus this is deemed a fair and reasonable settlement for the proposed 10 ft. wide, 2000 square foot highway easement; and

WHEREAS, the Road department initially approached the Marathon owners for an easement on their Jolly Road frontage, but to avoid property impact and minimize cost, only a 5 ft. wide, 1025 square foot easement minimally necessary to construct the subject road improvements was obtained in exchange only for driveway improvement and restoration as part of the subject intersection project; and

WHEREAS, the above mentioned 5 ft. wide, 1025 square foot easement would not have allowed sufficient width for a sidewalk to be set back from the road somewhat as necessary for better pedestrian safety and less plowed snow accumulation on the sidewalk; and

WHEREAS, upon receiving additional concerns from disabled and/or handicapped persons who indicate they use the sidewalks in the area and very much desired to have the subject sidewalk gap filled in, the Road department again approached the Marathon owners for the full 10 ft. wide, 2000 square foot easement necessary to add sidewalk on the Marathon frontage, for which the Marathon owners required the above mentioned \$10,000 compensation as well as the driveway improvements in compensation for the whole 2000 square foot easement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of the subject, proposed, 2000 square foot highway easement, on the property parcel of the Marathon gas station on the south side of Jolly Road immediately west of Okemos Road, in section 4 of Alaieton Township, and to compensate the Marathon owner, Hop Family LLC, Wyoming, MI, \$10,000.00 plus related driveway, sidewalk and restoration work using County Road Fund match funding budgeted for the subject Jolly-Okemos Roads intersection improvement project, 1,025 square feet of which has already been conveyed to the Road department as mentioned above, and 975 square feet of which is to be additionally conveyed upon approval of this resolution to comprise the whole, proposed, 10 foot wide, 2000 square foot easement.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

JUNE 12, 2018 REGULAR MEETING

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS WITH MICHIGAN PAVING & MATERIALS
COMPANY FOR ITEMS I THROUGH III OF BID PACKET #116-18
RECYCLING & RESURFACING OF VARIOUS COUNTY PRIMARY ROADS**

RESOLUTION # 18 – 253

WHEREAS, the Road Department has determined that pavement recycling, asphalt resurfacing and repairs are needed on the various county primary roads listed below, due to normal deterioration over time; and

WHEREAS, the cost for these projects is budgeted in the 2018 Road Fund Budget, or will be per a separate resolution that has been submitted to adjust the 2018 Road Fund Budget and recognize both carry over fund balance and special state general fund appropriation per PA 82 of 2018 available for these projects; and

WHEREAS, the Ingham County Purchasing Department solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet 116-18, Items I, II, and III; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidder's proposal met all necessary qualifications, specifications and requirements; and

WHEREAS, Michigan Paving & Materials Company, Lansing, MI, submitted the lowest responsive and responsible bids for all 3 project bid items as follows:

Item I: Low Bid--\$ 914,431.54
Recycling and resurfacing of:
Wood Street, Grand River Ave. (M-43/BL-69) to Lake Lansing Road
Lake Lansing Road, Lansing City Limit to Wood Street

Item II: Low Bid--\$ 982,063.08
Recycling and resurfacing of:
Haslett Road, Shaw Street to Creekwood Lane
Mitchell Road, Williamston to Vanneter Roads
Vanneter road, Mitchell to Rowley Roads

Item III: Low Bid--\$ 961,406.85
Recycling and resurfacing of:
Hagadorn Road, Jolly to south of Mt Hope Roads
Eifert Road, Holt to Willoughby Roads.

and;

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WHEREAS, a contingency is being requested in the amount of 10% of the total of the above 3 project items, \$285,790, for any additional work found necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Michigan Paving & Materials Company, Lansing, MI, for recycling, resurfacing and related work as specified in the Ingham County Road Department’s Bid Packet # 116-18, Items I, II and III for the low bid costs listed above with 10% contingency for a grand total of \$3,143,691.62.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves having 10% contingency for Road Department staff to approve as may be necessary.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** None **Approved 06/06/2018**

017 Proposed Meridian Township Local Road Program

Section	Street	From	To
2	Woodwind Trail	Lake Drive	Oak Park Trail
11	Woodside Drive	Ventura	Haslett Road
16	E Hidden Lake Drive	Saphire	Burcham
17	Whistler Drive	Park Lake Road	Blue Haven Drive
21	Chippewa	Arrowhead	Ottowa
21	Ardmore	Kent	M-43
27	Tacoma/Birchwood	4291 Tacoma	Kenosha/east end
26	Alderwood	Silkwood	Ivywood
26	Satinwood	Silkwood	Ivywood
28	Woodfield	Riverwood	Sugar Maple
28	White Owl	Woodfield	Riverwood
29	Heartwood	S end	Comanche
29	Dustin	S end	Heartwood
34	E & W Arbutus	Algoma	Otsego
34	E Arbutus	Wenonah	Jolly
34	Wenonah	W. Hiawatha	E. Hiawatha

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADJUSTMENT TO
THE 2018 COUNTY ROAD FUND BUDGET**

RESOLUTION # 18 – 254

WHEREAS, the County Road Fund balance available for carry over from FY 2017 to 2018 is \$3,800,000; and

WHEREAS, per Michigan Public Act 82 of 2018, the state has recently passed legislation to provide an additional \$175 million of state general fund revenue for road work to be distributed this spring to all road agencies per the general agency allocation formula of Michigan Public Act 51 of 1951, which will result in an estimated \$1.357 million additional state road funding for Ingham County Road Department in 2018; and

WHEREAS, given the additional state road funding and fund balance available carry over described above totaling \$5,157,000, the Road department requests and recommends to allocate this amount to increases in 2018 expenditures as follows:

MTF & PA 82 funded primary road contracted resurfacing: \$3,357,000 increase
Capital road equipment and building repairs per attached, updated CIP list: \$951,000 increase
(\$500,000 for road equipment currently budgeted.)
Increased road maintenance materials (Asphalt & Tack): \$649,000
Personnel—partial year occupancy of positions & reorganization authorized per resolution 18-019
adopted Jan. 23, 2018: \$200,000

Total expenditure increases: \$5,157,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes adjustment of the 2018 County Road Fund Budget as follows:

MTF & PA 82 funded primary road contracted resurfacing: \$3,357,000 increase
Capital road equipment and building repairs per attached, updated CIP list: \$951,000 increase
Increased road maintenance materials (Asphalt & Tack): \$649,000
Personnel—partial year occupancy of positions & reorganization authorized per resolution 18-019
adopted Jan. 23, 2018: \$200,000

Total expenditure increases: \$5,157,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the attached, updated 2018 CIP Request Form for road equipment and building repairs for the Road Department.

JUNE 12, 2018 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of equipment per the attached, updated 2018 CIP Request Form through the MiDEAL state-wide purchasing program for units available through this program, with other purchases to be made per County Purchasing Policy, subject to necessary approvals per the purchasing policy.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 06/05/2018**

FINANCE: Yeas: Grebner, Crenshaw, Tennis, Koenig, Schafer
Nays: None **Absent:** Anthony, Louney **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

2018 CAPITAL BUDGET REQUEST FORM—Amended

DEPARTMENT: Road

RANK	PROJECT NAME	QUANTITY	ESTIMATED COST	PROJECT TYPE	NEW/RENEW
1	Asphalt Emulsion Distributor Truck	1	\$230,000	F/E	New
2	Asphalt Roller	1	\$80,000	F/E	New
3	Street Sweeper Truck	1	\$280,000	F/E	Renew
4	Building & Grounds Utility Boxes Truck	1	\$35,000	F/E	Renew
5	Tandem Axle Dump/Plow Trucks	3	\$420,000 total	F/E	Renew
6	Asphalt Roller Trailer	1	\$14,000	F/E	New
7	Pick-up Truck	1	\$25,000	F/E	Renew
8	Crew Truck with Tool Boxes	1	\$40,000	F/E	Renew
9	4 Ton Hot Asphalt Patch Trailer	1	\$24,000	F/E	Renew
10	Topsoil Screen	1	\$14,000	F/E	New
11	Tire changing machine for repair shop	1	\$22,000	F/E	Renew
12	Eastern District Garage Roof	1	\$250,000	MAJOR	Renew
13	Overhead door replacements—Mason garage	4	\$17,000 total	MAINT	Renew

	<u>2018</u>
ESTIMATED CAPITAL COST OF PROJECTS	\$1,451,000
NEW OPERATING COSTS	0
TOTAL PROJECT COST	\$1,451,000
SOURCES OF FUNDING (DESCRIBE)	
Road Fund—201 (MVH revenue). Per requested 2018 Budget Adjustment for Road Equipment, Shop Equipment, and Building Expense.	\$1,451,000
Current, as-adopted, 2018 budget for Road Equipment = \$500,000. Remaining items are listed for prioritization for requested 2018 budget adjustment.	
Items shown in bold are updated from CIP list update approved per Resolution 18-126 adopted March 27, 2018.	
TOTAL SOURCES	\$1,451,000

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BRIEF DESCRIPTION OF PROJECTS:

Renew items are replacement of existing older vehicles or equipment of same of same type.
New items are to expand capabilities for increased work and related services output.

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**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 19**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND THE CURRENT TRI-COUNTY OFFICE ON AGING (TCOA)
LEASE AGREEMENT**

RESOLUTION # 18 – 255

WHEREAS, TCOA has a lease with Ingham County for space in the Human Services Building (HSB), that expired December 31, 2017; and

WHEREAS, language in the original lease agreement states that TCOA has an option to renew the lease agreement for an additional (5) five years; and

WHEREAS, TCOA wishes to exercise this option; and

WHEREAS, if approved, the lease will extend through December 31, 2022; and

WHEREAS, monthly lease rental payments shall be charged and collected by the Financial Services Department based on square footage leased by TCOA, as appropriate.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a five year lease renewal to begin January 1, 2018 through December 31, 2022.

BE IT FURTHER RESOLVED, the Financial Services Department shall determine and collect monthly rental payments from TCOA based upon TCOA's share of the HSB's annual operational and maintenance expenses. TCOA's share of such expenses shall be a percentage of said expenses that equals the percentage of square footage of space of the HSB that is leased by TCOA. At the end of each calendar year the Financial Services Department shall determine the total cost of all improvements made to the HSB during that year which shall be billed to and paid by the TCOA in the same manner as the HSB operational and maintenance expenses.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in the lease agreement remain unchanged.

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.

JUNE 12, 2018 REGULAR MEETING

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Louney, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2018**

FINANCE: Yeas: Grebner, Crenshaw, Tennis, Koenig, Louney, Schafer
Nays: None **Absent:** Anthony **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 20**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER AGREEMENT WITH AGS DATA, LLC

RESOLUTION # 18 – 256

WHEREAS, Resolution #17–385 authorized acceptance of the Kresge Foundation’s Emerging Leaders in Public Health (ELPH) Grant funds for a project totaling \$125,000 for the period of August 1st, 2017 - September 30, 2018; and

WHEREAS, under this grant, ICHD is required to establish a new role for ICHD in creating a designation of best practice for exemplifying Health Equity & Social Justice (HESJ) in everyday practice and service; provide technical assistance, consultation, and training for improved service delivery; and position ourselves to pilot test, incubate, and disseminate trainings with applied HESJ concepts; and

WHEREAS, since 2005, ICHD has been working to transform public health practice by devising a methodology for organizations to intentionally incorporate a health equity and social justice framework successfully; and

WHEREAS, after a decade, ICHD feels the need to reevaluate its health equity and social justice training program and revise it so that it reflects the knowledge acquired in the areas of health equity and justice that have been developed since the program’s inception and incorporate the experiences of the department in implementing a health equity/social justice program to meet the challenges of the future; and

WHEREAS, a health equity self-assessment of the ICHD workforce is required to lay the groundwork for a new health equity training program; and

WHEREAS, following a Request For Proposals process overseen by the Purchasing Department, ICHD selected AGS Data LLC to assist the department in conducting the self-assessment. AGS Data, LLC will perform the following services:

1. Administer, analyze, and report on an assessment of ICHD/ICHC staff ;
2. Administer, analyze, and report on interviews of ICHD/ICHC administration;
3. Administer, analyze, and report on the assessment of the department’s effectiveness from the viewpoint of its community partners; and
4. Develop a self-assessment tool based on the BARHII staff self-assessment for organizations that are not focused on public health; and

WHEREAS, the cost of this agreement totaling \$19,920 is completely funded by the Kresge ELPH Grant and will be effective upon full execution of the contract through September 30, 2018; and

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WHEREAS, the Health Officer recommends approval of this agreement with AGS Data, LLC for the purpose of providing research, assessment, and evaluation consultation services which are necessary components for implementing this transformative role.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes approval of an agreement with AGS Data, LLC for the purpose of providing research, assessment, and evaluation consultation services effective June 15, 2018 through September 30, 2018 in an amount not to exceed \$19,920.

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

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

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Louney, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 21**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE APPLICATION FORM, SCORING CRITERIA FOR THE TRAILS AND PARKS MILLAGE, AND DECLARING A FOURTH ROUND OF APPLICATIONS FOR THE TRAILS AND PARKS MILLAGE

RESOLUTION # 18 – 257

WHEREAS, in November 2014, the electorate approved a countywide trails and parks millage levy of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Park Commission reviewed and edited the Application and Scoring Criteria forms and has developed the following attachments for approval by the Board of Commissioners; and

WHEREAS, the Application shown in Attachment A reflects changes outlining the separate scoring of small communities and including the instruction that the awarded communities need to reference BOC Resolution #18-504 for design standards; and

WHEREAS, the Scoring Criteria shown in Attachment B has been edited to allow the percentage of match to be weighted more heavily, allows the County to recognize if the project is one of the County Trail Priorities as well as recognizing project complexities, lengthiness, and partnership support.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners adopts the recommended application edits for Trails and Parks Millage funding (attachment A) with the changes outlined above.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners adopts the scoring criteria for use by Park Commission and staff for scoring applications for funding (attachment B) with the changes outlined above.

BE IT FURTHER RESOLVED, that a fourth round of applications will be taken beginning June 18, 2018 that will address new construction as identified as regional priority corridors in figure 24 of the Mannik & Smith Trails and Parks Comprehensive Report, and special projects (including blue ways) as well as repairs, rehabilitation, and long-term maintenance projects.

BE IT FURTHER RESOLVED, that application forms will be reviewed and approved by the Board of Commissioners prior to the fifth round.

JUNE 12, 2018 REGULAR MEETING

HUMAN SERVICES: Yeas: Banas, Sebolt, Nolan, Koenig, Louney, Naeyaert
Nays: Tennis **Absent:** None **Approved 06/04/2018**

FINANCE: Yeas: Grebner, Crenshaw, Tennis, Koenig, Schafer
Nays: None **Absent:** Anthony, Louney **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

Exhibit A:

Ingham County Trails and Parks Program Application



**Ingham County
Parks and Recreation Commission
P.O. Box 178
121 E. Maple Street, Suite 102
Mason, MI 48854**

Trails and Parks Program Application

In November 2014, Ingham County voters approved a 0.5 mill tax millage to support the development of a countywide regional trails and parks system through 2020. The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds must be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: **New Construction; Repair, Rehabilitation, or Long-Term Maintenance; and Special Project(s), (including blueways).**

Project applications must be received by 5pm August 31 for funding consideration in the following year. Projects deemed worthy of funding may be approved at the January Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding. Please submit applications to Melissa Buzzard at mbuzzard@ingham.org

APPLICANT		
Agencies:		Contact Person:
Address:		
City:	State:	ZIP Code:
Phone:	Fax:	Email:
PROJECT SUMMARY		
Project Title:		
Total Amount Requested: \$		
Distance of repaired/new construction in feet/miles:		
Trail/blue ways:	Boardwalk:	Bridge:
<input type="checkbox"/> New Construction	<input type="checkbox"/> Repair, Rehabilitation, Long-term Maintenance	<input type="checkbox"/> Special Project
<input type="checkbox"/> Small grant: Up to \$50,000 for municipalities contributing less than 5% of total county millage revenue annually. See Figure 1. * (Small grants will be scored separately)		

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Ingham County Trails and Parks Program Application

<p>If you have applied for <i>multiple projects</i>, please prioritize and rank your projects within each category from highest priority to lowest priority in each category:</p>		
<p><u>New Construction</u></p>	<p><u>Repair/Rehabilitation/Long-term Maintenance</u></p>	<p><u>Special Projects</u></p>
<p>Town, Range and Section Numbers of Site Location</p>		
<p>(Town):</p>	<p>(Range):</p>	<p>(Section):</p>
<p>Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)</p>		

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Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET		
<i>Provide each scope/budget item and how the budgeted amount was calculated. List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. Contingency amount not to exceed 10%.</i>		
EXPENSES		
Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Contingency		
6-Other		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$
Provide detailed cost estimate for Project		\$
APPLICANT FUNDS		
<i>When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years.</i>		
		Amount
<u>Local Contribution</u>		\$ _____
<u>Other Grant Contributions</u>		
Name of Grantor(s)		Amount
_____		\$ _____
_____		\$ _____
Name of Partner(s)		Amount
_____		\$ _____
_____		\$ _____
Name of Donor(s)		Amount
_____		\$ _____
_____		\$ _____
<u>In-Kind Support</u>		
Name of Organization	Description	Value
_____	_____	\$ _____
_____	_____	\$ _____
<u>Other</u>		Amount
_____		\$ _____
Total Applicant Funds		\$ _____
*Millage Funds REQUESTED (does not count as match)		\$ _____
*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses		
Total % of matching Funds		% _____ Match

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count- attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency— Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review attached BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

Your discussion should address how your project increases or improves access and provides low cost transportation and recreation options for low income populations; is located in a high use area; is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

JUNE 12, 2018 REGULAR MEETING

Ingham County Trails and Parks Program Application

ATTACHMENTS - REQUIREMENTS

1. **Project Location Map & Photos.** *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. **Site Plan.** *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. **Documentation of Other Funding Sources.** *You must provide documentation for all the funding sources you indicated on your application form, as follows: If any portion of the match is to be made up of funds from other grant funding sources. If any portion of the match is to be made up of cash, labor, or material and/or in-kind donations; include a letter from each donor committing to their donation. If the donor is an adjacent community contributing to the match, include a resolution from their governing body that supports the application and commits to their portion of the match.*
4. **Certified Resolution.** *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. **Contract Signatures.** *No project work may begin prior to approval by the BOC and all contracts are signed and returned to the County.*
6. **After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County.**

CERTIFICATION

Signature of Applicant:

Date:

Ingham County Trails and Parks Program Application

Figure 1.

**Ingham County Trails and Parks Millage
Estimated Revenue by Municipality**

Municipality	Total Generated Revenue	Estimated Loss to Tax Capture	Estimated Available Revenue	Percent of Total
Alaiedon Township	\$ 109,741	\$ -	\$ 109,741	3.3%
Aurelius Township	\$ 68,726	\$ -	\$ 68,726	2.1%
Bunker Hill Township	\$ 30,949	\$ -	\$ 30,949	0.9%
Delhi Township	\$ 347,613	\$ 85,205	\$ 262,408	7.9%
Ingham Township	\$ 36,313	\$ 2,953	\$ 33,359	1.0%
Lansing Township	\$ 132,989	\$ 25,128	\$ 107,860	3.2%
Leroy Township	\$ 58,849	\$ 4,955	\$ 53,894	1.6%
Leslie Township	\$ 40,164	\$ -	\$ 40,164	1.2%
Locke Township	\$ 34,146	\$ -	\$ 34,146	1.0%
Meridian Township	\$ 776,105	\$ 755	\$ 775,350	23.3%
Onondaga Township	\$ 39,593	\$ -	\$ 39,593	1.2%
Stockbridge Township	\$ 57,918	\$ 2,698	\$ 55,219	1.7%
Vevay Township	\$ 63,027	\$ 816	\$ 62,211	1.9%
Wheatfield Township	\$ 34,763	\$ -	\$ 34,763	1.0%
White Oak Township	\$ 28,502	\$ -	\$ 28,502	0.9%
Williamstown Township	\$ 109,531	\$ -	\$ 109,531	3.3%
East Lansing (City)	\$ 416,404	\$ 15,819	\$ 400,585	12.0%
Lansing (City)	\$ 958,232	\$ 32,290	\$ 925,942	27.8%
Leslie (City)	\$ 17,981	\$ 3,272	\$ 14,708	0.4%
Mason (City)	\$ 106,781	\$ 12,822	\$ 93,959	2.8%
Williamston (City)	\$ 50,716	\$ 7,295	\$ 43,422	1.3%
Ingham County (Total)	\$ 3,519,041	\$ 194,009	\$ 3,325,033	100.0%

Created 2-23-15

JUNE 12, 2018 REGULAR MEETING

Ingham County Trails and Parks Program Application

**ADOPTED – FEBRUARY 13, 2018
AGENDA ITEM NO. 18**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS
MILLAGE PROJECTS**

RESOLUTION # 18 – 054

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

**HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Koenig Nays: None Absent: Naeyaert
Approved 02/05/2018**

**FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis
Nays: None Absent: Koenig, Schafer Approved 02/07/2018**

JUNE 12, 2018 REGULAR MEETING

Attachment B:

Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project either contribute to the completion of one of the top five scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

0= no 5= yes

_____pts

2. Does this contribute to County connectivity?

0= no 10= yes (If you meet *any* of the criteria listed below, you get 10 points).

_____pts

Improves Regional Connectivity Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attached) either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest.

3. How the project provides for other available funders and partners.

Has Potential Available Funds Projects that have the potential to be funded through state or federal grants, donations, partner contributions, or other funding sources will receive a higher priority than projects without other identified funding opportunities. To determine whether a project has leveraged potential available funds, a project should address the following matching % to receive points, *match = what total percent of the project all matching dollars account for*. The number of points a project will receive is determined by dividing the percent match by 10 then multiplying that number by two and a half (2.5). (ex 63% match will receive 15.75 points)

Non-monetary match must meet the requirements as established in Attachment C: Match Requirement for Ingham County Trails & Parks Millage.

_____pts

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4. Overall, how do you rate the project?

Considerations

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;
- Contributes to an equitable geographical distribution of the millage funds.

Rate the project on a scale of 1-20, 1 being least desirable and 2 being most desirable.

_____ pts

_____ Total Points Scored

Attachment C

Match Requirement for Ingham County Trails & Parks Millage

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

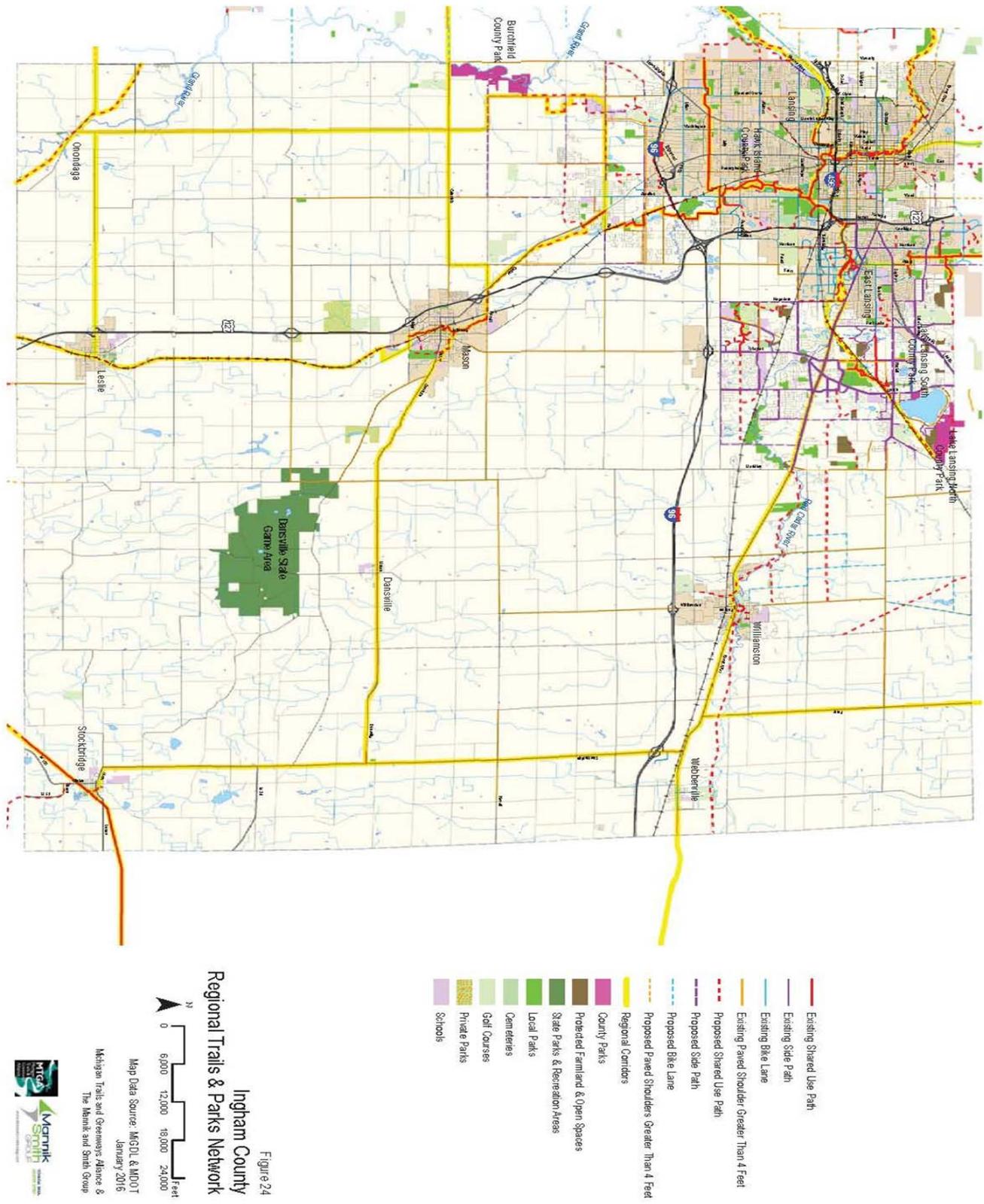
JUNE 12, 2018 REGULAR MEETING

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

Figure 24



JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING CRITERIA FOR EVALUATING 2019 APPLICATIONS
FOR COMMUNITY AGENCY FUNDING**

RESOLUTION # 18 – 258

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to 30 applications requesting funding, with total requests of approximately \$269,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding efficient and effective; and

WHEREAS, the Ingham County Board of Commissioners desires to continue the Community Agency application process, focusing on the long term goal of assisting Ingham County residents in meeting basic needs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the 2019 community agency funding process, with priority given to those proposals that directly contribute to addressing the County's overarching long-term objective of "Meeting Basic Needs", such as food, clothing, and shelter.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to evaluate and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, that no agency shall receive more than 10% of the total available funding for community agencies in FY 2019.

BE IT FURTHER RESOLVED, that the Board of Commissioners wishes for applicants to understand that solicitation of proposals is not a commitment to fund those proposals in fiscal year 2019.

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Louney, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2018**

FINANCE: Yeas: Grebner, Crenshaw, Tennis, Koenig, Schafer
Nays: None **Absent:** Anthony, Louney **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 23**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION COMMEMORATING THE 50TH ANNIVERSARY OF THE ESTABLISHMENT OF
THE DISTRICT COURT SYSTEM IN THE STATE OF MICHIGAN**

RESOLUTION # 18 – 259

WHEREAS, as required by the 1963 Michigan Constitution, legislation passed in 1968 to create the district court system and thereby abolishing justices of the peace and circuit court commissioners; and

WHEREAS, the legislation took effect on June 17, 1968; and

WHEREAS, the 55th District Court began operating on January 1, 1969; and

WHEREAS, the Honorable James H. Edgar (1969-1972) and the Honorable R. William Reid served (1969-1980) as the first 55th District Court judges; and

WHEREAS, the following judges served the 55th District Court: the Honorable Robert Holmes Bell (1973-1978), the Honorable John P. O'Brien (1979-1980), the Honorable Thomas R. Roberts (1980-1988), the Honorable Thomas E. Brennan (1981-2004), the Honorable Pamela J. McCabe (1988-2005), the Honorable Rosemarie E. Aquilina (2005-2008); and

WHEREAS, the Honorable Thomas P. Boyd (2005) and the Honorable Donald Allen, Jr. (2009) currently serve as 55th District Court judges; and

WHEREAS, the district court is often referred to as "The People's Court," because the public has more contact with the district court than with any other court in the state; and

WHEREAS, over the past 50 years, the 55th District Court has been dedicated to delivering justice in a professional, efficient and caring matter; and

WHEREAS, on Monday, June 18, 2018, the 55th District Court will hold an open house from 4:00 pm to 7:00 pm to celebrate the 50th anniversary of the court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognize and commemorate the 50th Anniversary of the creation of the district court system.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners recognizes the dedication and hard work of the 55th District Court judges, past and present, and all 55th District Court employees who have served the court over the past 50 years.

JUNE 12, 2018 REGULAR MEETING

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville
Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 24**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT AND APPROVE A RECOMMENDATION FROM THE
9-1-1 ADVISORY BOARD REGARDING THE
9-1-1 PUBLIC SAFETY RADIO COMMUNICATIONS SYSTEM**

RESOLUTION # 18 – 260

WHEREAS, the Ingham County Board of Commissioners operates a 9-1-1 Public Safety Radio Communication System used by all Ingham County Public Safety Agencies; and

WHEREAS, the system went live in 2006 and will need to be upgraded or replaced as it has approached end of life; and

WHEREAS, pursuant to Resolution 15-439, the Controller's Office and 9-1-1 Advisory Board were directed to report back to the Law & Courts Committee by June 1, 2019 on their input and recommendations on the best way to move forward with the 9-1-1 Public Safety Radio Communication System; and

WHEREAS, the 9-1-1 Advisory Board recommends to the Ingham County Board of Commissioners that Ingham County join the Michigan Public Safety Communication System (MPSCS) and request a proposal from Motorola Solutions, Inc. as part of the State of Michigan MiDEAL contract #071B2200101; and

WHEREAS, Request For Proposals will be sought for a Project Manager to assist Ingham County in developing its requirements for a public safety communication system, to act as the County's advocate during system implementation, and to provide post implementation monitoring; and

WHEREAS, a separate process will be initiated for selection of public safety end user equipment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts and approves the following recommendation from the 9-1-1 Advisory Board:

Ingham County will join the Michigan Public Safety Communication System (MPSCS) and request a proposal for such from Motorola Solutions, Inc.

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville
Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 25**

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 SELL ONE
USED PATROL VEHICLE TO THE INGHAM INTERMEDIATE SCHOOL DISTRICT**

RESOLUTION # 18 – 261

WHEREAS, the Ingham County Sheriff's Office participates in many formal and informal training events involving our county youth; and

WHEREAS, the Ingham Intermediate School District, specifically the Wilson Talent Center, has requested the purchase of a transitioned patrol car from local police agencies to help facilitate their Law Enforcement Program; and

WHEREAS, the Ingham Intermediate School District's Law Enforcement Program serves the needs of High School Students who wish to enter the law enforcement profession from throughout the County's school districts; and

WHEREAS, the Ingham Intermediate School District's Law Enforcement Director, Noel Garcia, is a retired veteran police officer and is certified by MCOLES (Michigan Commission on Law Enforcement Standards); and

WHEREAS, the Ingham County Sheriff's Office vehicle that is being proposed for sale to the Ingham Intermediate School District will be a vehicle that is currently being taken out of service and otherwise subject to auction; and

WHEREAS, the exact vehicle is identified as a 2015 Ford Explorer, VIN number 1FM5K8AR3FGA09833 with 131,826 miles; and

WHEREAS, the Ingham County Sheriff's Office will sell the vehicle for \$1.00 and other valuable consideration in "as is" condition, making no promise or guarantee about the condition or mechanical functionality of the vehicle and the County will not be responsible for any maintenance or future repairs; and

WHEREAS, the vehicle sold to the Ingham Intermediate School District's Law Enforcement Program will be used exclusively for their training program and will remain the property of the Ingham Intermediate School District for the duration of the training program; and

WHEREAS, the vehicle sold to the Ingham Intermediate School District's Law Enforcement Program will be marked and identified specifically as an Ingham Intermediate School District's Law Enforcement program vehicle.

JUNE 12, 2018 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office enter into an agreement to sell one transitioned Ingham County Patrol Vehicle for the purposes set forth in this resolution for \$1.00 and other valuable consideration.

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

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 26**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO
PREMIER CUSTOM TRAILERS, LLC**

RESOLUTION # 18 – 262

WHEREAS, the Ingham County Sheriff's Office received the Medical Marihuana Operation and Oversight Grant from Department of Licensing and Regulatory Affairs Bureau of Professional Licensing in the amount of \$114,055.70; and

WHEREAS, \$68,185.50 of the 2018 Medical Marihuana Operation and Oversight Grant is to purchase one (1) enclosed trailer, that will be utilized for community education and incident response; and

WHEREAS, through RFP #62-18 vendors, Premier Custom Trailers LLC, American Trailer Mart, Verde Inc, CGS Premier Inc., Gerling @ Associates Inc. submitted proposals; and

WHEREAS, Ingham County Sheriff's Office recommends Premier Custom Trailers LLC awarded the contract from RFP #62-18 to build the enclosed trailer.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a purchase order in the amount of \$58,785.00 to Premier Custom Trailers, LLC for the purchase of an enclosed trailer for the Ingham County Sheriff's Office.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners the Controller/Administer to make the necessary budget adjustments in the Ingham County Sheriff's Office 2018 budget.

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.

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 27**

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE CITY OF LANSING
FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING
COMMUNITY CORRECTIONS FOR THE CITY 2018-2019 FISCAL YEAR**

RESOLUTION # 18 – 263

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract to be entered between the County and the City of Lansing for an allocation of funds to Community Corrections for the City 2018-2019 fiscal year; and

WHEREAS, the Michigan Community Corrections Act of 1988 (PA511) authorizes the establishment of a Community Corrections Advisory Board (CCAB) and Community Corrections programming; and

WHEREAS, Ingham County and the City of Lansing formed a joint CCAB in 1990; and

WHEREAS, a Comprehensive Community Corrections Plan was approved by the Ingham County Board of Commissioners and the Lansing City Council; and

WHEREAS, the City of Lansing approved an allocation of \$12,500 to be used to assist with CCAB administration and to support collaborative efforts with the City of Lansing, 54-A District Court and 54-A District Court Probation Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with the City of Lansing for \$12,500 for the time period of July 1, 2018 through June 30, 2019.

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

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 28**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND A
CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR
INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND
PROGRAM SUBCONTRACTS FOR FY 2018-2019**

RESOLUTION # 18 – 264

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 approved the Funding Application and Plan for FY 2018-2019; and

WHEREAS, the FY 2018-2019 Application provides for the following CCAB Plans and Services programming: Relapse Prevention and Recovery (\$67,898) to be provided by C-E-I CMH; Gatekeeper services (\$4,069) to be provided by the CCAB Staff Consultant; MRT Cognitive Change Groups (\$26,082) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$12,000) to be provided by Prevention and Training Services; Opioid Specific Program services (\$55,000) to be provided by Tri County Community Adjudication Program; Day Reporting services (\$53,700) to be provided by Northwest Initiative – ARRO; and, Electronic Monitoring Services for Pretrial defendants (\$10,134) to be provided by Sentinel, Inc., for a subcontracted program total of \$254,566 for the time period of October 1, 2018 through September 30, 2019; and

WHEREAS, the FY 2018-2019 Application also provides funding for a special part-time Pretrial Services Investigator (\$25,683) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$50,422 for a Plans and Services total of \$304,988 for the time period of October 1, 2018 through September 30, 2019; and

WHEREAS, the FY 2018-2019 Application also provides for 1.23 beds per day funded with Drunk Driver Jail Reduction – Community Treatment Program (DDJR-CTP) grant funds in the amount of \$21,169; and

WHEREAS, Ingham County is also provided with availability of a projected average daily population of 30 residential beds with M.D.O.C. contracting directly, with residential providers rather than with local jurisdictions, for a projected value of \$531,075; 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

JUNE 12, 2018 REGULAR MEETING

WHEREAS, the Subcontractors for Plans and Services programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2018-2019 in the amount of \$304,988 in CCAB Plans and Services and Administration funds, and \$21,169 in Drunk Driving Jail Reduction and Community Treatment Program funds for a total of \$326,157 for the time period of October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2018 through September 30, 2019 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$26,082; with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed \$12,000; with Tri County Community Adjudication Program for the cost of Opioid Specific Program services not to exceed \$55,000; with CEI Community Mental Health for the actual cost of Relapse Prevention and Recovery services not to exceed \$67,898; with Northwest Initiative - ARRO for the actual cost of Day Reporting services not to exceed \$53,700; and with Sentinel, Inc. for the actual cost of electronic monitoring services for Pretrial defendants not to exceed \$10,134.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA PRO06 salary grade not to exceed \$25,683.

BE IT FURTHER RESOLVED, that entering into the subcontracts and maintaining the Pretrial Services Investigator position are contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts and Pretrial Services Investigator position 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.

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 29**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A GRANT FROM THE BANFIELD FOUNDATION TO PURCHASE
SURGERY AND EXAM LIGHTS FOR THE NEW ANIMAL SHELTER**

RESOLUTION # 18 – 265

WHEREAS, the Ingham County Animal Control and Shelter has applied for and has been approved to receive a grant from the Banfield Foundation; and

WHEREAS, the purpose of this grant is to purchase surgical and exam lights for the new animal shelter; and

WHEREAS, the award amount of this grant \$12,285.85.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the grant from the Banfield Foundation for \$12,285.85 with no match requirement.

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.

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 Shelter Construction budget.

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

**ADOPTED - JUNE 12, 2018
AGENDA ITEM NO. 30**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT WITH TRITECH
FOR THE COMPUTER AIDED DISPATCH (CAD) SYSTEM**

RESOLUTION # 18 – 266

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a Trittech Computer Aided Dispatch System (CAD) for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, the 9-1-1 Center needs to continue to contract with Trittech for the ongoing maintenance and support of the Ingham County 9-1-1 CAD system; and

WHEREAS, the 9-1-1 Director recommends continuing the use of the Trittech CAD system, and renewal of the support agreement, which has been budgeted for in the center's 2018 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2018 Trittech Support Renewal Agreement between Trittech and Ingham County 9-1-1 Center for the Computer Aided Dispatch System through April 13, 2019, at a cost of \$122,394.82.

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

LAW & COURTS: Yeas: Crenshaw, Hope, Banas, Schafer, Maiville

Nays: None **Absent:** Celentino, Anthony **Approved 05/31/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis, Koenig, Louney, Schafer

Nays: None **Absent:** None **Approved 06/06/2018**

Adopted as part of a consent agenda.

JUNE 12, 2018 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

Chairperson Crenshaw moved to appoint Simar Pawar to the Parks Commission and John Milton Cameron to the Equal Opportunity Committee. Commissioner Banas supported the motion.

The motion carried unanimously. Absent: None.

PUBLIC COMMENT

Clerk Barb Byrum stated that she would be hosting a campaign finance training session on June 19, 2018. She further stated that she encouraged all to attend and that they would be notified of the location when they RSVPed to the event.

COMMISSIONER ANNOUNCEMENTS

Commissioner Crenshaw stated that there would be a Justice Millage Informational Meeting on June 25, 2018 at the Human Services Building Conference Room at 6:00 p.m.

Commissioner Naeyaert stated that everyone was invited to attend a Tri County Office Agency on Aging Elder Abuse Symposium on June 13, 2018 at 1:00 p.m.

Commissioner Sebolt thanked the Committee for passing the Pride Month resolution on the consent agenda. He further stated that when he presented the resolution on the Capitol Steps last year he announced that it was bipartisan and unanimous and it received a lot of applause and people were happy about that.

Commissioner Sebolt stated that this was difficult time for the LGBTQ Community, so he was appreciative of the County continuing to show support.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Anthony moved to pay the claims in the amount of \$4,117,831.30. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: None.

ADJOURNMENT

The meeting was adjourned at 6:48 p.m.

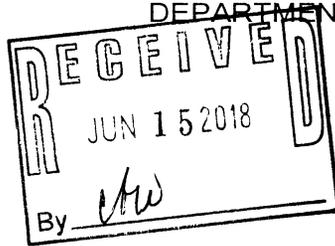


RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



C. HEIDI GREYER
DIRECTOR



June 12, 2018

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environmental Quality, Air Quality Division's Pending New Source Review Application Report is enclosed. This report lists all of the pending applications submitted for sources within your county.

The Pending New Source Review Applications Report includes the following information: county, city, date received, applicant's name, site address, application permit number, and a brief description of the nature of the source or process.

This report will be sent to you on a monthly basis unless you request that your name be deleted from our mailing list. Please note that this information is updated weekly and is also available on the Internet. A list is available on the Permits to Install Internet page at <http://www.michigan.gov/air>. Click the "Permits" tab, click the link by the second bullet for PTI/NSR permits, and click the sixth bullet under "Application / PTI Information" entitled "Pending PTI Application List." You may obtain information on sources located in neighboring counties by accessing the above list or by contacting me.

Thank you for your interest in this matter.

Sincerely,

Sue Thelen
Permit Section
Air Quality Division
517-284-6804

Enclosure

MDEQ Air Quality Pending Permit to Install Applications

District: Lansing

<u>County</u>	<u>City</u>	<u>SRN</u>	<u>Site Address</u>	<u>Applicant</u>	<u>Permit No.</u>	<u>Received</u>	<u>Application Reason</u>
EATON	CHARLOTTE	N6818	1200 LIPSEY DRIVE	LINN PRODUCTS, INC	141-00B	4/12/2018	ALUMINUM ANODIZING OPERATION
EATON	GRAND LEDGE	B6202	920 N CLINTON STREET	ETM ENTERPRISES, INC	50-15B	3/28/2018	GEL COAT BOOTH
EATON	GRAND LEDGE	B7349	150 ORCHARD STREET	ROBERTS SINTO CORP	60-18	3/1/2018	AIR ASSIST SPRAY GUN
EATON	LANSING	B4001	3725 S CANAL ROAD ERICKSON STATION	LANSING BOARD OF WATER & LIGHT	74-18	5/4/2018	NEW NATURAL GAS-FIRED COMBINED- CYCLE PLANT
GRATIOT	ITHACA	P0788	1226 E WASHINGTON ROAD	ZFS ITHACA, LLC	20-17A	9/5/2017	GRAIN PROCESSING FACILITY
GRATIOT	SAINT LOUIS	P0768	4324 NORTH STREET	VELSICOL CHEMICAL CORPORATION	1-16SB	5/30/2018	SUBSTANTIVE REQUIREMENTS DOCUMENT (SRD)
INGHAM	EAST LANSING	A1588	4893 DAWN AVENUE	SUPERIOR BRASS & ALUMINUM CASTING	72-06B	3/2/2018	CORE MAKING PROCESS AND FINAL CASTING SHAKEOUT PROCESS
INGHAM	LANSING	B4884	1900 W WILLOW STREET	LOUIS PADNOS IRON & METAL	100-18	5/24/2018	NEW SCRAP SHREDDER
SHIAWASSEE	LAINSBURG	P0898	9542 BEARD ROAD	PROLIME AG SERVICES, LLC	41-18	2/20/2018	NEW PELLETIZING OPERATION
SHIAWASSEE	OWOSSO	N2430	401 S DELANEY ROAD	OWOSSO COMPOSITE, LLC	129-16B	3/2/2018	ATOMIZED SPRAY GUN

THE HONORABLE BERRIEN COUNTY BOARD OF COMMISSIONERS respectfully approves the following resolution in opposition of HB 6049 and SB 1025:

WHEREAS, House Bill (HB) 6049 and Senate Bill (SB) 1025 seeks to completely restructure the tax assessing qualifications, process and boundaries of local assessing units in Michigan; and

WHEREAS, HB 6049/SB 1025 will impose a huge financial burden on Berrien County as well as Michigan's other counties and local units because its mandates will require increased staffing levels and office space while providing a woefully inadequate 1% administrative fee and undefined "start-up funding" to compensate the counties and other local units for the drastic expenses that will surely accompany the new mandates; and

WHEREAS, HB 6049/SB 1025 will put Berrien County at odds with its local townships by requiring us to take the 1% administration fee from the local units to pay for our increased costs; and

WHEREAS, HB 6049/SB 1025 changes the manner in which local boards of review (BOR) are conducted. By putting specialized BOR's at the county level, HB 6049/SB 1205 has the potential to strip elected township supervisors and local assessing units of control over the tax assessing process, depriving them of the ability to account for unique conditions and values unknown to county-wide, regional and/or statewide assessing units but well known in the local units; and

WHEREAS, HB 6049/SB 1025 appears to have been designed without any input from existing assessors or their associations and the previous drafts were not made public to the counties and townships directly affected by its sweeping changes until nearly ready for introduction into the Michigan Legislature; and

WHEREAS, there are no guarantees that quality education will be available locally or even regionally to allow for the increased certification levels imposed by HB 6049/SB 1025; and

WHEREAS, HB 6049/SB 1025's proposed levels of certification for assessors will not achieve the results that are being sought. The real problem is bad assessors, not their levels of certification. The solution lies in better policing of assessors by the State Tax Commission, not simply imposing increased educational requirements that may be impossible to achieve and that do nothing to weed out the bad accessors; and

WHEREAS, Berrien County views HB 6049/SB 1025 in its current form as an unfunded mandate which does little or nothing to accomplish its stated goals.

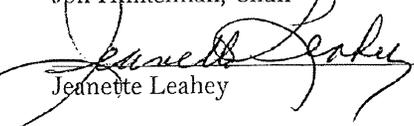
NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners hereby opposes HB 6049/SB 1025 and asks that it be referred back to the House Tax Policy Committee and the Senate Finance Committee until the funding issues and other problems identified above can be properly addressed.

BE IT FURTHER RESOLVED that this resolution will be forwarded to all counties in Michigan, Michigan House Representatives Pagel and LaSata, Senator John Proos, and Governor Rick Snyder.

Respectfully submitted,
Berrien County Board of Commissioners

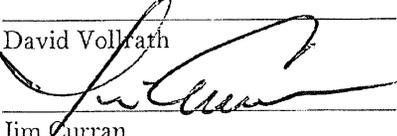


Jon Hinkelman, Chair

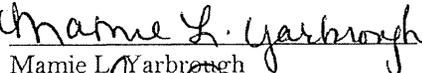


Jeanette Leakey

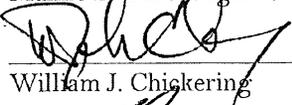
David Vollrath



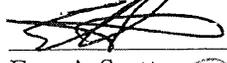
Jim Curran



Mamie L. Yarbrough



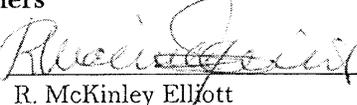
William J. Chickering



Ezra A. Scott



Debra Panozzo



R. McKinley Elliott

Teri Sue Ereehling



Michael J. Majerek



Don Meeks

RESOLUTION APPROVED AS TO FORM

Date 6/14/18

Administrator

Comments Attached



Maner Costerisan PC
2425 E. Grand River Ave.
Suite 1
Lansing, MI 48912-3291
T: 517 323 7500
F: 517 323 6346
www.manercpa.com

June 18, 2018

Chairperson
Ingham County Board of Commissioners
County Building
Mason, MI 48854

Dear Sir or Madam:

You will find enclosed an annual accounting for the Ingham County 9-1-1 Service District. Section 405 of Senate Bill No. 303 of 1986 requires that telephone service providers of each service district prepare an annual accounting of the 9-1-1 technical (network) revenues and expenses.

We have been retained by the service providers listed on the attached statement to compile this information. This report provides your district's information for each listed provider of 9-1-1 service in your district. The over (under) collection amount may result in a change in the 9-1-1 technical rate. Rate changes are generally done annually in May to be effective July 1.

If you have any questions regarding the information, please contact our office.

Very truly yours,

A handwritten signature in cursive script that reads 'Jeffery A. Irwin'.

Jeffery A. Irwin, CPA
Principal

JAI:kp
Enclosures
cc: 911 coordinator

INGHAM COUNTY
E911 TECHNICAL SURCHARGE POOL
FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2017 AND 2016

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ACCOUNTANT'S DISCLAIMER REPORT

To the Telephone Service Suppliers of
Ingham County E911 Technical Surcharge Pool

The accompanying financial statements of Ingham County E911 Technical Surcharge Pool as of and for the years ended December 31, 2017 and 2016, were not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

We are not independent with respect to the Ingham County E911 Technical Surcharge Pool.

Maner Costerisan PC

May 21, 2018

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
STATEMENTS OF TRUST ASSETS AND LIABILITIES
DECEMBER 31, 2017 AND 2016**

	2017	2016
ASSETS		
Amounts due from common funds	\$ 53,672	\$ 52,164
Accounts receivable - service suppliers	38,025	35,950
 Total assets	 \$ 91,697	 \$ 88,114
 LIABILITIES		
Accounts payable - service suppliers	\$ 63,961	\$ 47,875
Surplus	27,736	40,239
 Total liabilities	 \$ 91,697	 \$ 88,114

See notes to financial statements.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
STATEMENTS OF TRUST ADDITIONS AND DEDUCTIONS
YEARS ENDED DECEMBER 31, 2017 AND 2016**

	<u>2017</u>	<u>2016</u>
ADDITIONS - technical surcharges	\$ 144,600	\$ 149,066
DEDUCTIONS - provision of service costs	<u>157,103</u>	<u>172,729</u>
DEFICIT	(12,503)	(23,663)
SURPLUS, beginning of year	<u>40,239</u>	<u>63,902</u>
SURPLUS, end of year	<u><u>\$ 27,736</u></u>	<u><u>\$ 40,239</u></u>

See notes to financial statements.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting - These financial statements are prepared on the accrual basis of accounting. Additions are recorded when billed and deductions are recorded based upon the provisions of Michigan Public Act 32. Since the statute mandates cost recoveries, there is no income, loss or corresponding fund balance.

Classification of assets and liabilities - The financial activities of the Pool do not generally involve a business cycle since the recognition of assets and the payment of liabilities are based on specific circumstances. Accordingly, the classification of assets and liabilities between current and long-term is not used.

Common funds - The service suppliers utilize a common bank account for the seventy-nine service districts within the State of Michigan (the Pool). All funds within the Pool are held in trust solely for participating service suppliers. Cash and cash equivalents consist of cash on deposit and short-term investments with maturities of twelve months or less. Interest earnings, generally immaterial, are credited to the various service districts to reduce reported costs.

Accounts receivable - Accounts receivable are reported at the amount management expects to collect on balances outstanding at year-end. Receivable amounts are charged to bad debt expense when they are determined to be uncollectible based upon a periodic review of the accounts by management. Accounting principles generally accepted in the United States of America require that the allowance method be used to recognize bad debts; however, the effect of using the direct write-off method is not materially different from the results that would have been obtained under the allowance method.

Federal income tax - Due to the nature of the Pool, taxes on income are not applicable. Accordingly, these financial statements do not reflect a provision for income taxes and the Pool has no other tax positions which must be considered for disclosure.

Amounts due to or from common funds - represents the service district's cash and cash equivalents or advances from the Pool bank account.

Accounts payable and receivable - service suppliers - represents the amounts due to or from the emergency telephone service suppliers within the service district. Accounts receivable do not bear interest.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Concluded)

Additions - represent the monthly billings of technical surcharges to end users by the service suppliers. These amounts are determined in accordance with the provisions of Michigan P.A. 32 and are subject to maximum caps as stipulated by that statute.

Deductions - represent the costs of providing the emergency telephone network, switching, billing and collection, and similar amounts by the service suppliers to end users in the service district.

Surplus or deficit - represents future refunds or billings to adjust for the over or under collection of surcharges from the service end users.

NOTE 2 - NATURE OF ORGANIZATION, RISKS, AND UNCERTAINTIES

The Ingham County E911 Technical Surcharge Pool is an unincorporated association of suppliers of emergency (911) telephone service within Ingham County, in the State of Michigan. It was formed to provide for the settlement of costs between service suppliers as required by Public Act 32 (P.A. 32) of 1986, as amended.

The service suppliers for this service district are CenturyTel Midwest, CenturyTel of Upper Michigan, Comcast, Frontier Communications, AT&T, Matrix Telecom, Shiawassee Telephone Company, Springport Telephone Company, Sprint, TDS Metrocom, and TelNet Worldwide. In accordance with Michigan P.A. 32, these service suppliers are entitled to recovery of costs as defined by the statute. In addition, the statute requires uniform billing on a geographic basis. Each service supplier reports its billings and costs. These amounts are then pooled and settlements for over or under collections are made.

The Pool is required to disclose significant concentrations of credit risk regardless of the degree of such risk. Financial instruments that potentially subject the Pool to concentrations of credit risk consist principally of temporary cash investments. The Pool places its temporary cash investments with FDIC insured financial institutions. Although such investments and cash balances may exceed the federally insured limits at certain times during the year, they are, in the opinion of management, subject to minimal risk.

Management evaluates events and transactions that occur after year end for potential recognition or disclosure in the financial statements. These subsequent events have been considered through May 21, 2018, which is the date the financial statements were available to be issued.

In the preparation of tax returns, tax positions are taken based on interpretation of federal, state and local income tax laws. Management periodically reviews and evaluates the status of uncertain tax positions and makes estimates of amounts, including interest and penalties, ultimately due or owed. No amounts have been identified, or recorded, as uncertain tax positions. Federal, state and local tax returns generally remain open for examination by the various taxing authorities for a period of three to four years.

**INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL
(AN ASSOCIATION)
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - NATURE OF ORGANIZATION, RISKS, AND UNCERTAINTIES (Concluded)

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions that affect the reported amounts of assets, and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from estimated amounts.

NOTE 3 - SURCHARGE RATES

P.A. 32 permits the recovery of both recurring and nonrecurring charges. Recurring charges are defined as the amounts necessary for the ongoing operation of the system. Nonrecurring charges are for the initial setup and non-operational installation of trunks, circuits and similar items. Depending on the date of commencement of service, the nonrecurring charges are subject to various amortization rates and periods of up to ten years. At December 31, the Ingham County billed access-facility monthly rates were:

	2017	2016
Recurring	\$ 0.27	\$ 0.24
Nonrecurring	0.00	0.00
Total	\$ 0.27	\$ 0.24

NOTE 4 - SUBSEQUENT EVENT

On March 6, 2018, Michigan Senate Bill 400 was signed into law. This law is a comprehensive rewrite of the 911 funding mechanism. Included in the law are changes in the way 911 technical surcharges for recurring and non-recurring costs are recovered from subscribers. There will now be one statewide technical recurring rate and one statewide non-recurring rate. The new monthly rate will be \$0.53 for recurring costs and \$0.02 for non-recurring costs for a total 911 technical surcharge of \$0.55 per month. This new rate is effective May 5, 2018.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION RECOGNIZING FAIRVIEW ELEMENTARY SCHOOL

RESOLUTION # 18 –

WHEREAS, on July 30, 1953, the Lansing School District obtained a quit claim deed for the purpose of building a new public school building, Fairview Elementary School, which was dedicated on November 10, 1954; and

WHEREAS, though faced with cutbacks in budgets and a continuing decline in enrollment throughout the years, the principals and staff continued to maintain Fairview's high standards of academics and citizenship; and

WHEREAS, Fairview students have achieved top MEAP scores over the years and Governor Jennifer Granholm recognized Fairview Elementary School in 2002 for excellence in achievement; and

WHEREAS, under the leadership and guidance of Principals Hilda Menger, Laurene Horiszny, Ricardo Briones and Tara Fry over the past 63+ years, Fairview Elementary School remains a leader in excellence and academics within the Lansing School District; and

WHEREAS, after 6 decades Fairview Elementary School is undergoing a major renovation to become a pre-k through 6th grade school thanks to the Pathway Promise bond approved by voters, once completed it will replace Pattengill Academy which will become the new Eastern High School.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognize the principals and staff of Fairview Elementary School for their dedication and commitment as they strived for and achieved excellence from the students of Fairview over the years.

BE IT FURTHER RESOLVED, that the Board wishes them continued success in the years to come.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE APPROVAL OF THE
FINAL PLAT OF MEADOW RIDGE NO. 7**

RESOLUTION # 18 –

WHEREAS, much of the process by which a platted subdivision is developed follows state statute; and

WHEREAS, the residential subdivision called Meadow Ridge has followed the final plat recording requirements of PA 288 of 1967 for six of the many phases illustrated on the preliminary plat; and

WHEREAS, the proprietor has asked for approval of the Final Plat for Meadow Ridge No. 7, which contains 7 lots; and

WHEREAS, the road infrastructure servicing Meadow Ridge No. 7 was built and accepted into Ingham County's public road system as part of the plat called Meadow Ridge No. 5; and

WHEREAS, Road Department staff recommends approval of the Final Plat of Meadow Ridge No. 7.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to certify approval of the "True Copies" of the final plat and subsequent mylar final plat of Meadow Ridge No. 7 in accordance with state statute.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville
Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE SPECIAL AND ROUTINE PERMITS
FOR THE ROAD DEPARTMENT**

RESOLUTION # 18 –

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated June 5, 2018 as submitted.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A&E SERVICES FOR MASON COURTHOUSE
CLOCK TOWER REPAIRS**

RESOLUTION # 18 –

WHEREAS, the Mason Courthouse clock tower interior and exterior needs to be evaluated to determine the scope of work necessary to repair the damage caused by water leaking inside the tower. The condition of the structural lumber inside of the tower as well as the exterior wood doors and reconditioning of the wood doors, needs to be addressed; and

WHEREAS, C2AE provided the lowest, most responsive bid amount of \$63,091.00; and

WHEREAS, funds are available in the 2018 approved CIP line item #245-90212-976000-8F02 which has a balance of \$220,000.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with C2AE, 106 W. Allegan Street Suite 500, Lansing, Michigan, 48933, to provide A&E services for clock tower repairs at the Mason Courthouse.

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 review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT TO REPLACE
ENTRANCE DOORS AND SIDELIGHTS**

RESOLUTION # 18 –

WHEREAS, the front entrance doors and sidelights are in need of replacement; and

WHEREAS, the approved CIP is for the reinforcement of doors however, it is more cost efficient to replace the doors and sidelights than to retrofit the sections which are in need of replacement; and

WHEREAS, Lansing Glass Company provided the lowest quote in the amount of \$10,960.00; and

WHEREAS, funds are available in the 2018 approved CIP line item # 215-14200-979000 which has a balance of \$12,500.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with Lansing Glass Company, 330 Baker Street, Lansing, Michigan, 48910, to replace the front entrance doors and sidelights at the Grady Porter Building, for a not to exceed cost of \$10,960.00.

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 review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT TO PROVIDE PEST CONTROL SERVICES
AT SEVERAL COUNTY LOCATIONS**

RESOLUTION # 18 –

WHEREAS, bids were sought for licensed and experienced pest control vendors; and

WHEREAS, Rose Pest Solutions presented the lowest quote of \$31,668.00 for pest control at several county locations, for a three year period; and

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

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with Rose Pest Solutions, 7706 Rickle Street, Lansing, Michigan, 48917, to provide pest control services at several county locations, for a three year period, for a not to exceed cost of \$31,668.00.

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 review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF MUNIS SOFTWARE
ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES**

RESOLUTION # 18 –

WHEREAS, Ingham County currently utilizes Tyler Technologies MUNIS Software as our county-wide Financial, Budget, Human Resource, and Purchasing application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling \$177,926.95 for annual support is due for the support from July 1st 2018 - June 30th 2019; and

WHEREAS, the annual contract amount proposed by Tyler is a 4.67% from the prior year as agreed to in the original contract; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of support from Tyler Technologies in the amount not to exceed \$178,000.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Contract Maintenance Fund (636-95800-932020).

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.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE SUPPORT RENEWAL FOR HARDWARE
THROUGH AVALON TECHNOLOGIES**

RESOLUTION # 18 –

WHEREAS, Ingham County has several chassis switches that are key to our infrastructure; and

WHEREAS, annual maintenance is required to maintain the hardware that connects servers; and

WHEREAS, the existing maintenance and support contract expires on April 10, 2018; and

WHEREAS, the payment totaling \$8,663.40 for two years of support will provide support from April 10th, 2018- April 11th, 2020.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of support from Avalon Technologies in the amount not to exceed \$8,700.00.

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

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

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH
MERIDIAN TOWNSHIP**

RESOLUTION # 18 –

WHEREAS, Meridian Township desires that improvements be performed on the streets listed below this resolution, a total distance of approximately 5 miles, to include Hot In Place Recycling (HIPR) or crushing and shaping (on Sleepy Hollow) and complete asphalt re-paving, with sidewalk ramp upgrades, curb and gutter repair, manhole adjustment, and other miscellaneous repairs where necessary, at a township desired budgetary cost of \$1,200,000, which is necessary due to normal deterioration of the pavement; and

WHEREAS, Meridian Township may elect to reduce the scope of this project to fit available budget as bids received for this work have come in higher than budget; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from, and included in the 2018 approved/amended budget for, the County Road Fund under the 2018 Local Road Program, and to have road department crews perform some work operations on the projects such as shoulder graveling, greenbelt restoration, clean-up and engineering inspection without charge to the project; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed ten percent (10%) of the Township contribution amount established in the Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under a contract to be approved in a separate resolution by the Board of Commissioners during the construction season of the 2018 calendar year subject to final approval by, or as modified by Meridian Township.

BE IT FURTHER RESOLVED, that for 2018, the County on behalf of the Road Department has allocated to Meridian Township's local roads, a maximum sum of \$172,500.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$172,500.00 from the County Road Fund toward the cost of said improvement and to have road department crews perform certain work operations indicated above on the project without charge to the project.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to \$345,000.00 (2 times the maximum match available of \$172,500), and then be split evenly between the parties for any final cost amounts below \$345,000.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Meridian Township to effect the above described local road improvements as provided above.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

MERIDIAN TOWNSHIP PROPOSED 2018 LOCAL ROAD PROGRAM
(subject to scope reduction by Meridian Township):

Section	Street	From	To
5	Island Lake Dr	Meadow Woods Dr	White Hills Lake Dr
6	Skyline	Margate	N. end
9	Sleepy Hollow	Lake Lansing	Lake Lansing
11	Cade St	Biscayne Way	Haslett Rd
11	Biscayne Way	Buckingham	Woodville
11	Hallendale	Biscayne Way	200' S of Franklin
12	Creekwood	Haslett Rd	N. end
16	Jo Pass	Burcham	Quarry
16	Burcham	E. Hidden Lake	Jo Pass
21	Seminole Dr	Hillcrest Ave	M-43
26	Starboard	Shoals	Cornell
28	Woodfield	Riverwood	Sugar Maple
28	White Owl	Woodfield	Woodfield
29	Aztec Way	Capeside	Solar
29	Capeside	Hulett	W. end
32	W. Sunwind	Hazy Court	Bennett Rd
32	Hazy Court	W. Sunwind	End
33	Sheldrake Ave	Roxbury	Belding
35	Ambassador	Jolly	Otsego

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS WITH MICHIGAN PAVING & MATERIALS
COMPANY FOR ITEMS I & III OF BID PACKET #115-18
AND REJECTION OF ALL BIDS RECEIVED FOR ITEMS II & IV OF BID PACKET #115-18
VARIOUS COUNTY PRIMARY & LOCAL ROAD PROJECTS**

RESOLUTION # 18 –

WHEREAS, the Road Department has determined that pavement recycling, asphalt resurfacing and repairs are needed on the various county primary and local roads listed below, due to normal deterioration over time; and

WHEREAS, per subsection 15 of section 12 of Michigan Public Act 51 of 1951 as amended, MCL 247.662(15), the road department and the various Ingham County townships jointly participate in the annual local road program to improve and resurface county local (as opposed to county primary) roads in, and desired by, the various townships; and

WHEREAS, based on pavement condition, traffic volume, funding availability, and other input, Meridian and Lansing Townships requested contractor bids be taken to recycle and resurface the local roads listed below in their respective townships in 2018; and

WHEREAS, the full cost for the primary road projects listed below and the Road department match contribution on the local road projects listed below in Meridian and Lansing Townships are budgeted in the 2018 County Road Fund Adopted/Amended Budget; and

WHEREAS, the Road department requires that subdivision road ends have a cul-de-sac (CDS) to allow vehicles to properly turn around if the road is never going to be extended into future development to create either a loop or a connection to another road to avoid dead ends; and

WHEREAS, a CDS is thus proposed on the east end of Damon Road off Meridian Road in Williamstown Township, the cost of which is to be funded by an involved developer or landowner; and

WHEREAS, based on the above, the Ingham County Purchasing Department solicited and received sealed bids in accordance with Ingham County Purchasing policies for the road projects listed below per Bid Packet 116-18, Items I, II, III, and IV; and

WHEREAS, the above-mentioned bids were reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidders' proposals met all necessary qualifications, specifications and requirements; and

WHEREAS, Michigan Paving & Materials Company, Lansing, MI, submitted the lowest responsive and qualified bids for Bid Packet 115-18, bid items I, II, and III as follows:

Item I: Low Bid--\$ 1,464,440.60

Recycling and resurfacing of Meridian Township Local Roads listed below:

Section	Street	From	To
5	Island Lake Dr	Meadow Woods Dr	White Hills Lake Dr
6	Skyline	Margate	N. end
9	Sleepy Hollow	Lake Lansing	Lake Lansing
11	Cade St	Biscayne Way	Haslett Rd
11	Biscayne Way	Buckingham	Woodville
11	Hallendale	Biscayne Way	200' S of Franklin
12	Creekwood	Haslett Rd	N. end
16	Jo Pass	Burcham	Quarry
16	Burcham	E. Hidden Lake	Jo Pass
21	Seminole Dr	Hillcrest Ave	M-43
26	Starboard	Shoals	Cornell
28	Woodfield	Riverwood	Sugar Maple
28	White Owl	Woodfield	Woodfield
29	Aztec Way	Capeside	Solar
29	Capeside	Hulett	W. end
32	W. Sunwind	Hazy Court	Bennett Rd
32	Hazy Court	W. Sunwind	End
33	Sheldrake Ave	Roxbury	Belding
35	Ambassador	Jolly	Otsego

Item II: Low Bid--\$ 381,137.50

Recycling and resurfacing of the following Lansing Township Local Roads:

Chester Street, Grand river Ave. (M-43, BL-69) to Hopkins Street

Hopkins Street, Chester to Downer Streets

Item III: Low Bid--\$ 457,986.00

Recycling and resurfacing of the following primary roads in Meridian Township:

Hamilton Road, Grand River Ave. (M-43) to east of Nakoma Drive;

Nakoma Drive, Hamilton Road to Grand River Ave. (M-43);

Hamilton Road, Dobie Road to Grand River Ave. (M-43);

Dobie Road, Hamilton Road to Grand River Ave. (M-43);

Okemos Road, Kent Street to Grand River Ave. (M-43).

; and

WHEREAS, Rieth-Riley Construction Company, Lansing, MI, submitted the lowest responsive and qualified bids for Bid Packet 115-18, bid item IV as follows:

Item IV: Low Bid--\$ 109,813.35

Construct cul-de-sac on east end of Damon Road off Meridian Road in Williamstown Township.

; and

WHEREAS, due to increased demand for road construction from recent state road funding increases, contractors currently have very full road work schedule, thus prices for road work have risen dramatically this spring, and as a result, the two low bids received for Bid Packet 115-18, Items II and IV, are higher than funding available for the local road work in Lansing Township and for the Damon Road CDS respectively, such that it is desired and recommended to reject these 2 bids; and

WHEREAS, contingencies are being requested in the amounts of 10% of the totals of the two project for which contracts are recommended, Items I and III, \$146,444 and \$45,799 respectively for any additional work found necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into separate contracts for Bid Packet # 115-18, Items I and III, with Michigan Paving & Materials Company, Lansing, MI, for recycling, resurfacing and related work as specified in the Ingham County Road Department's Bid Packet # 115-18, Items I and III, on the roads listed above under these respective Items, for the low bid costs listed above with 10% contingency for grand totals of \$1,610,884.66 for Item I, or as modified per any scope change requested by Meridian Township, and \$503,784.60 for Item III.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves having 10% contingency for Road Department staff to approve as may be necessary for Bid Packet # 115-18, Items I and III.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves rejecting all bids received for Bid Packet 115-18, Items II and IV.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer

Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE RECLASSIFICATION OF EXISTING, CURRENTLY VACANT,
NON-BARGAINING POSITION**

RESOLUTION # 18 –

WHEREAS, Michigan's state fuel and vehicle registration taxes, whose revenue is known as the Michigan Transportation Fund (MTF), were increased by the Michigan Legislature starting in 2016 resulting in a state road funding increase of approximately 35% for 2018 over 2015 typical amounts; and

WHEREAS, in response to the increased engineering work load to deliver and oversee contracted road improvements resulting from the increased MTF funding, the Road Department is recommending and seeking approval to reclassify the currently vacant Assistant Engineer position (one position) from Managerial/Confidential Road (MCR) grade 3 to Project Engineer, grade 6, in order to add additional necessary duties and responsibilities to this position to further assist with increased work load in the Road Department's Engineering unit; and

WHEREAS, alternatives to the above requested reclassification have been considered including further use of consultant services, and/or additional staff overtime, and the proposed reclassification has been found to be more feasible and cost beneficial than further use of the alternatives; and

WHEREAS, the Human Resources Department has point-rated the proposed Project Engineer alternative job descriptions to be used as necessary for the one position and per the attached Analysis Memo is recommending the new position be compensated at MCR salary grade 6, whereas the existing Assistant Engineer position is compensated at MCR grade 3; and

WHEREAS, per the attached Personnel Cost Projection provided by the County Budget Office compares the first and top step total personnel costs of MCR grades 3 and 6 showing approximate cost increases of \$20,000/year in the first step and \$26,000/year in the top step based on 2018 costs; and

WHEREAS, the above-indicated on-going annual cost increase would be covered by the anticipated road fund revenue increases expected in 2018 and beyond, and would be recognized in a future budget adjustment if necessary for 2018 and in future annual budgets.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Road Department to reclassify the currently vacant Assistant Engineer position (one position) from Managerial/Confidential Road (MCR) grade 3 to Project Engineer, grade 6, effective immediately.

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville
Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer
Nays: None **Absent:** Tennis **Approved 06/20/2018**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RESCIND RESOLUTION #18-099
AND TO AUTHORIZE A MENTOR PERIOD
FOR THE FINANCIAL SERVICES DIRECTOR POSITION**

RESOLUTION # 18 –

WHEREAS, the incumbent Financial Services Director will soon retire after 10 years of dedicated service to Ingham County; and

WHEREAS, this key central services position is responsible for oversight of accounting functions, payables, payroll, grant and insurance reporting for the County; and

WHEREAS, the Financial Services Department has experienced an unusual employee turnover rate in the past year; and

WHEREAS, a six-month transition period would allow ample time to familiarize the new director with Ingham County accounting policies and procedures and allow for a mentoring period with the current director; and

WHEREAS, on March 13, 2018 the Board of Commissioners approved Resolution #18-099 to authorize a transition overlap for the Financial Services Director position; and

WHEREAS, the current Financial Services Director has agreed to delay her retirement in order to serve as a mentor for her successor through Friday, June 28, 2019.

THEREFORE BE IT RESOLVED, that the Board of Commissioners rescinds Resolution 18-099.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Financial Services Director to act as a mentor to her successor through June 28, 2019 in exchange for additional compensation not to exceed \$30,000.

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

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Koenig, Louney, Schafer

Nays: Anthony, Crenshaw **Absent:** Tennis **Approved 06/20/2018**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE EXTENDED COOPERATIVE OPERATIONAL AGREEMENT
WITH THE INGHAM COMMUNITY HEALTH CENTER BOARD OF DIRECTORS**

RESOLUTION # 18 –

WHEREAS, through resolution #15-478, the Cooperative Operational Agreement between the Ingham County Board of Commissioners and the Ingham Community Health Center (IHC) Board of Directors was extended through December 31, 2017; and

WHEREAS, as a Health Center Program Grantee of the U.S. Department of Health and Human Services' Health Resources and Services Administration (HRSA), Ingham County Health Department (ICHD) is required by Section 330 of the Public Health Services (PHS) Act to maintain a governing board of which the majority are being served by the center, and who as a group demographically represent the population receiving health care from the center; and

WHEREAS, as a public entity, ICHD fulfills this requirement with a co-applicant board, the Ingham County Community Health Center Board of Directors; and

WHEREAS, when two boards exist, each board's responsibilities must be specified in writing so that responsibilities for carrying out the governing functions are clearly understood; and

WHEREAS, ICHD fulfills the requirement through a Cooperative Operational Agreement with the Community Health Center Board of Directors; and

WHEREAS, the IHC Board of Directors functions must, at a minimum, include the following:

- Hold monthly meetings;
- Reach approval of the health center grant application and budget;
- Oversee selection/dismissal and performance evaluation of the health center Executive Director;
- Select services to be provided and health center hours of operations;
- Measure and evaluate the organization's progress in meeting its annual and long-term program and financial goals and develop plans for the long-range viability of the organization by engaging in strategic planning, review the organization's mission and bylaws, evaluate patient satisfaction, and monitor organizational assets and performance; and
- Establish general policies for the health center.

WHEREAS, in order to maintain compliance as a HRSA grantee, an updated agreement must be established; and

WHEREAS, the current Cooperative Operational Agreement ends December 31, 2017; and

WHEREAS, the ICHC Board of Directors must have established Bylaws in order to ensure compliance with federal statute and program requirements as stipulated by Section 330 of the Public Health Services Act, which are included as an attachment to the Cooperative Operational Agreement; and

WHEREAS, the Bylaws of the ICHC Board of Directors were recently revised, and these revisions must also be approved and adopted by the Ingham County Board of Commissioners; and

WHEREAS, the ICHC Board of Directors recommends that the terms of the current Cooperative Operational Agreement be extended for the term of one year; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the extension of the Cooperative Operational Agreement for one year, effective January 1, 2018 through December 31, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the extension of the Cooperative Operational Agreement with ICHC Board of Directors for one year, effective January 1, 2018 through December 31, 2018.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approve the attached revised bylaws developed by the ICHC Board of Directors.

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.

HUMAN SERVICES: Yeas: Banas, Nolan, Koenig, Louney

Nays: None **Absent:** Tennis, Sebolt, Naeyaert **Approved 06/18/2018**

Approved for Signature 12/21/2017

**INGHAM COMMUNITY HEALTH CENTER BOARD
BYLAWS**

Ingham Community Health Center Board of Directors

Article I – Name

The name of this Board shall be the Ingham Community Health Center Board of Directors hereinafter “Community Health Center Board.”

Article II – Purpose

The Community Health Center Board will assist the Ingham County Board of Commissioners, hereinafter “Board of Commissioners” and the Ingham County Health Department, hereinafter “Health Department,” a department of Ingham County pursuant to MCL 333.2413, to implement health services for Ingham County residents throughout a network of Community Health Centers operated by the Health Department. These services represent a significant effort by the County to assure that low-income Ingham County residents have adequate access to primary care, dental care, Women’s Health services, including family planning, sexually transmitted infection prevention, diagnosis, and treatment, immunizations, behavioral health, care for the homeless, refugee care and care for persons with HIV. The Community Health Center Board, Board of Commissioners, and the Health Department shall be particularly committed to meeting the health care needs of at-risk populations, including women during the child-bearing years, children, minorities, and other underserved populations.

The Community Health Center Board shall serve as a co-applicant for a grant application to the U.S. Department of Health and Human Services, Health Resources and Services Administration, Bureau of Primary Health Care, Health Center Program under Section 330 of the Public Health Services Act for operation of a Federally Qualified Health Center. The Community Health Center Board shall monitor the Health Department’s implementation of the grant.

Article III – Mission and Objectives

A. Mission

Our mission is to attain the highest level of community wellness by empowering people to improve their health and well-being.

B. Objectives

1. To arrange for the provision of comprehensive primary care services to residents of the medically underserved areas of Ingham County, and surrounding areas.
2. To increase the accessibility of primary care services, inclusive of medical and dental (oral) services, to uninsured/underinsured population groups which experience a shortage of primary care.
3. To assure that the Community Health Centers provide high quality primary care services.
4. To develop an integrated primary care program with other community health resources, including ongoing public health services.
5. To support the Ingham County objective of assuring that all County residents have access to an organized system of health care.
6. To support Ingham County in its efforts to make certain public health services (such as family planning, sexually transmitted infection prevention, diagnosis, and treatment, breast and cervical cancer control, and immunizations) available to the general population and especially to at-risk populations, including women in childbearing years, children, minorities, and other underserved populations through a primary medical care model.

Article IV – Authority of Board of Commissioners

The Board of Commissioners is elected and operates under provisions of Article VII of the 1963 Michigan Constitution and Public Act 156 of 1851, MCL 46.1 et. seq. The Board of Commissioners has the responsibility to represent the County and for the care and management of the business of the County. MCL 46.11. The Board of Commissioners has the authority to establish rules and regulations in reference to the management of the interest and business concerns of the County as the Community Health Center Board considers necessary and proper in all matters not especially provided for by law. MCL 46.11(m). Pursuant to the statute, the Board of Commissioners is required to provide for a County Health Department to serve the needs of the community. MCL 333.2413.

The Board of Commissioners, acting on behalf of Ingham County, shall serve as the public entity applicant, together with the Community Health Center Board as co-applicant, for grants under Section 330 of the Public Health Services Act.

Article V – Size and Composition

A. Size

The Community Health Center Board shall consist of no less than nine (9) and no more than seventeen (17) members to maintain appropriate representation for the complexity of the Community Health Centers.

B. Composition

1. A majority of the Community Health Center Board members shall be individuals who are served by the Community Health Centers and who, as a group, represent the individuals being served in terms of demographic factors, such as race, ethnicity and gender, and geographic factors. Board members that have not utilized Community Health Center services within the past 24 months do not count toward the board composition requirement.
2. No more than one-half of the remaining members of the Community Health Center Board shall be individuals who derive more than ten percent (10%) of their annual income from the health care industry.
3. The remaining Community Health Center Board members shall be representatives of the community, in which the catchment area is located and shall be selected for their expertise in community affairs, local government, finance and banking, legal affairs, trade unions, and other commercial and industrial concerns or social service agencies within the community. Geographic factors also to be considered.
4. No less than one (1), but no more than two (2), Community Health Center Board members shall be Ingham County Board of Commissioners' members.
5. No Community Health Center Board member shall be an employee of the Community Health Center or the spouse, child, parent, brother or sister by blood or marriage of such an employee. Board members shall not have been employees of the Health Center or Ingham County Health Department during the 12 months prior to appointment.
6. Conflicts of interest, as defined by Michigan law, or the appearance of conflicts of interest, shall be prohibited and shall be reviewed annually.
7. The Executive Director and Executive Assistant shall provide logistical and managerial assistance to the Community Health Center Board.

Article VI – Membership and Terms of Office

A. Community Health Center Board Appointments

On an as-needed basis, the Community Health Center Board shall recommend nominations for each vacant seat on the Community Health Center board for consideration and appointment. The Community Health Center Board shall solicit nominations from the community serviced by the Community Health Centers, community organizations, and health organizations. The Board of Commissioners shall make appointments from the slate of nominees recommended by the Community Health Center Board. The Community Health Center Board and the Board of Commissioners will use their best efforts to maintain the same ratio of consumer members and members-at-large as set out in Article V above.

B. Terms of Office

Members shall be appointed for terms of two (2) years and shall serve until his/her successor is appointed and qualified. Members will serve no more than three (3) consecutive full terms of office unless suitable new members cannot be identified to allow the Board to remain in compliance with composition requirements.

C. Removal

Any member of the Community Health Center Board may be removed for just cause upon 2/3 vote of the Community Health Center Board after notice and an opportunity to be heard. Just cause includes but is not limited to unexcused absence from three consecutive Community Health Center Board meetings, or the failure to attend 75% of the regular meetings in any calendar year. An unexcused absence is defined as an absence of which designated staff was not notified in advance of the meeting.

D. Vacancies and Resignations

Any vacancies occurring on the Community Health Center Board shall be filled in the same manner as Community Health Center Board appointments are made. In the process of filling vacancies, the Community Health Board shall maintain the Community Health Center Board's composition of consumer members and members-at-large and maintain the minimum number of members requirement. Any Community Health Center Board member appointed to fill a vacancy shall be appointed for the unexpired term of his/her predecessor in office.

All resignations must be submitted to the Community Health Center Board Chairperson thirty (30) days prior to the effective date, if possible, in accordance with the established Submission of Resignation policy set forth by the Community Health Center Board.

E. Compensation

Members of the Community Health Center Board shall serve without compensation for membership. Members may be provided with compensation for actual expenses related to transportation, childcare or other assistance as the board sees fit to support attendance a Community Health Center Committee or Board meetings and other official business requested by the Community Health Center Board. The Health Center Board will maintain a policy outlining the acceptable types of reimbursement and approvals required.

Article VII – Meetings and Voting

A. Annual Meeting

The annual meeting of the Community Health Center Board shall be held in October at a place to be decided by the Community Health Center Board.

B. Regular and Special Meetings

Regular meetings of the Community Health Center Board shall be held monthly at a time and place to be decided by the Community Health Center Board. All regular meetings of the Community Health Center Board shall be conducted according to the Michigan Open Meetings Act (P.A. 267 of 1976.) The agenda of each meeting will be distributed to the members no later than two (2) business days prior to each meeting. The agenda may be modified by a majority vote of the members present at the meeting.

Special meetings may be called by the Chairperson or by four (4) members of the Community Health Center Board, at such a time and place as may be deemed necessary. All special meetings shall be conducted in accordance with the Michigan Open Meetings Act (P.A. 267 of 1976.)

C. Notice of Special Meetings

Community Health Center Board members shall be notified of the time, place, and purpose of all special meetings of the Community Health Center Board at least two (2) days prior by e-mail, US mail, text or electronic communication or hand delivery in person. Notices of special meetings of the Community Health Center Board shall specify the business to be transacted at the special meeting and no other business except that specified shall be considered at the special meeting.

D. Quorum

A majority (51%) of the Community Health Center Board members appointed and serving shall constitute a quorum for the transaction of business. Committee meetings shall hold different requirements as actions are recommendations to the full Community Health Center Board as set forth in the Guidelines for Ingham County Advisory Boards and Commissions. Community Health Center Board Members participating by telephone or other technology that allows for nearly immediate two way communication will be counted as present for the quorum.

E. Voting

All questions shall be decided by majority vote of the Community Health Center Board members present and voting except as may be provided by statute or these Bylaws.

Article VIII – Officers and Staff Assistance

A. Officers

The officers of the Community Health Center Board shall be the Chairperson, Vice-Chairperson, and Secretary.

B. Election and Terms of Office

The officers shall be elected by the Community Health Center Board during the annual meeting and shall take office immediately thereafter. Terms of office shall be for one (1) year or until their successors are elected. Officers shall be elected at the first meeting of the Community Health Center Board and shall serve until the first annual meeting thereafter.

C. Removal

Any officer elected by the Community Health Center Board may be removed by the Community Health Center Board with two-thirds majority vote after notice and an opportunity to be heard.

D. Vacancy

The unexpired term of an officer not completing his or her term shall be filled by a majority vote of the Community Health Center Board at the next regular meeting after the vacancy or at a special meeting called for that purpose. A majority vote of the total Community Health Center Board membership shall be necessary to elect and officer.

E. Chairperson

The Chairperson shall be elected by a majority of the Community Health Center Board membership and shall preside at all meetings of the Community Health Center Board.

F. Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson, shall chair either the Membership, Finance or Quality Committees and shall perform such other duties as from time to time may be assigned by the Community Health Center Board.

G. Secretary

The Secretary shall work with the CHC staff and be responsible for initial review of the draft minutes provided by staff. The Secretary shall perform other duties as assigned by the Community Health Center Board.

H. Executive Director

The Executive Director shall be primarily responsible for the management and operation of the Community Health Centers. The Community Health Center Board shall have the authority to suspend, remove, appoint, and/or reappoint a person to the position of Executive Director with concurrence of the Ingham County Health Officer in accordance with the Ingham County Managerial and Confidential Employee Personnel Manual and other procedures and policies of the Board of Commissioners. The Community Health Center Board, upon committee recommendation, shall participate in the annual performance evaluation of the Executive Director with contribution by the Ingham County Health Officer, to be conducted in accordance with the U.S. Department of Health and Human Services, Bureau of Primary Care, Health Center Program expectations and Ingham County personnel policies.

I. Staff Assistance

The Executive Director shall ensure that secretarial assistance for purposes of recording, distributing, and storing minutes in accordance with the Meeting Minutes Guideline policy is provided. Also, Community Health Center or Ingham County staff assistance, if appropriate, shall be provided to the Community Health Center Board and committee meetings and to the Chairperson in the performance of his/her Community Health Center Board authorized duties, as reasonably requested.

Article IX – Committees

A. Ad-Hoc Committees

The Community Health Center Board may establish ad-hoc committees as it deems necessary to carry out the purpose and objectives of the Community Health Center. The Chairperson, with the consent of a majority of Community Health Center Board members, shall assign Community Health Center Board members to these committees. Non-Community Health Center Board members may also serve on ad-hoc committees. Ad-hoc committees shall be advisory in nature.

An annual ad-hoc committee may be established for the purpose of the annual Executive Director evaluation.

B. Standing Committees

The Chairperson of the Community Health Center Board shall, from among Community Health Center Board members, assign the following standing committees and appoint chairpersons for each committee (except Executive Committee, where the Board Chairperson shall serve as chair and VOA Clinic Committee which will be selected as described below):

Executive Committee:

The Executive Committee shall be comprised of the Community Health Center Chairperson (who shall serve as chair or designate a chair in his/her absence) and the Chairpersons of the Finance, Quality, and Membership Committees (totaling four (4) members). The Executive Committee shall, through the Board's intent, provide strategic direction for the Community Health Center board and align communication among board committees. It shall also act for the Board between regularly scheduled meetings. Any and all actions conducted on behalf of the Board by the Executive Committee must have approval from a majority of present Executive Committee members assuming quorum (greater than 50% of committee members present). It shall be responsible for monitoring policy matters affecting the Community Health Center Network and its patients at the local, state, and federal levels. It shall also delegate tasks to other committees when appropriate. Finally, it shall oversee the annual evaluation of the Community Health Center Executive Director and lead the search process and seek input from board members when a Community Health Center Executive Director vacancy arises (this may be tasked to an ad-hoc committee).

Items approved by the Executive Committee not formally delegated to the committee by the Health Center Board must be submitted to the full Board at their next regularly scheduled meeting for approval. Item approved by the Executive Committee and not approved by the Board of Directors will be reversed to the extent legally and physically possible.

Finance Committee:

The Finance Committee must be comprised of no less than three (3) and no more than 49% of all Community Health Center Board members. It shall develop the recommended Community Health Center budget. The Community Health Center Board and the Board of Commissioners must jointly approve the budget. This committee shall also develop the strategic plan to align financial/operational goals with the County to the greatest extent possible, monitor financial/operational outcomes, and present new or revised financial/operational policies needed to ensure financial solvency of the Community Health Center.

Quality Committee:

The Quality Committee must be comprised of no less than three (3) and no more than 49% of all Community Health Center Board members. It shall be responsible for establishing all Community Health Center policies and procedures, except for personnel and fiscal policies and procedures (which are retained by the Board of Commissioners). This committee recommends the approval of the annual quality assurance/quality improvement plan to the full Community Health Center Board, and monitors the plan's implementation and results. This committee shall also provide and evaluate patient satisfaction and ensure that Community Health Center operations promotes patient centered care and meets patient needs.

Membership Committee:

The Membership Committee must be comprised of no less than three (3) and no more than 49% of all Community Health Center Board members. It shall be responsible for the recruitment of new Community Health Center Board members in accordance with established Community Health Center Board policies and maintaining size and composition requirements per the Community Health Center Board Bylaws. This committee shall also be responsible for the training and orientation of new Community Health Center Board members, including the development of annual board member training schedule. This committee shall also be assigned with preparing a slate of nominees for election of officers at the annual meeting. Finally, this committee shall develop and maintain the board member manual, which shall at a minimum, contain detail Bylaws and board member responsibilities.

VOA Clinic Committee:

The VOA Clinic Committee must be comprised of no less than three (3) and no more than 49% of all Community Health Center Board members. It shall make recommendations on VOA Clinic operations and may also recommend additional opportunities for charity care. The chair of the VOA Clinic Committee shall be appointed by EDWARD W. SPARROW HOSPITAL ASSOCIATION ("Sparrow") for the duration that the Transfer Agreement for the VOA Clinic, entered into by Sparrow and the County of Ingham, is in effect.

The functions of the standing committees are advisory in nature, with the exception of the Executive Committee, who may act on behalf of the Board between regularly scheduled Board meetings in circumstances requiring board action. Except for the aforementioned situation necessitating action by the Executive Committee, the Community Health Center Board must approve any action or decision. The Executive Director, or designee, shall be a non-voting member of all committees. In accordance with program requirements, committees shall meet as needed to accomplish monthly objectives as presented in the annual work plan. Committees are encouraged to meet in person, but can meet virtually (e.g., telephone conference, video conference, etc.) at the discretion of the committee chair.

C. General Committee Procedures

1. *Term:* Each standing committee shall be appointed at the annual meeting of the Community Health Center Board and shall serve for one year. Committee chairpersons shall also serve for one year. Committee reassignments may be completed as necessary throughout the term.
2. *Meeting Procedure:* Every meeting of a standing committee of the Community Health Center Board shall be called by its Chairperson or by a majority (51% or more) of committee members. At the first meeting of a standing committee, a regular meeting schedule shall be established. In the event that a special meeting is necessary, committee members shall be notified of the time, place, and purpose of the special committee meeting at least two (2) business days prior by acknowledged e-mail, US Mail, text or electronic communication or hand delivery in person. A quorum for the conduct of committee business shall require the presence of a majority of committee members. All committee meetings of the Community Health Center Board shall be conducted in accordance with the Michigan Open Meetings Act (P.A. 267 of 1976.)
3. *Membership:* Only Community Health Center Board members may be assigned to standing committees of the Community Health Center Board with the exception of the VOA Clinic as

set forth above. The Community Health Center Board may request that non-Community Health Center Board members attend Community Health Center Board meetings to provide assistance or information.

4. *Voting:* When a committee meets and votes on an issue, only members of that committee may vote. Community Health Center Board members who are present and who are not members of the committee may not vote. Community health Center Board committees are advisory in nature and all actions shall be forwarded for review and action to the full Community Health Center Board.

Article X – Responsibilities of the Community Health Center Board

A. Personnel Policies and Procedures

The Community Health Center Board, through its Cooperative Operational Agreement, shall be bound by the Ingham County personnel policies and procedures, including all collective bargaining agreements negotiated between Ingham County and the legal representatives of employees. These agreements and policies include selection and dismissal procedures, performance appraisal procedures, salary and benefit scales, employee grievance procedures, and equal opportunity and non-discrimination practices as established by the Board of Commissioners.

B. Executive Director

The Community Health Center Board shall have the authority to suspend, remove, appoint, and/or reappoint a person to the position of Executive Director with concurrence of the Ingham County Health Officer in accordance with the Ingham County Managerial and Confidential Employee Personnel Manual and other procedures and policies of the Board of Commissioners. The Executive Director shall be an employee of Ingham County.

The Community Health Center Board, upon committee recommendation, shall participate in the annual performance evaluation of the Executive Director with contribution by the Ingham County Health Officer, to be conducted in accordance with the U.S. Department of Health and Human Services, Bureau of Primary Care, Health Center Program expectations and Ingham County personnel policies.

C. Financial Management

The Community Health Center Board shall annually review the budget prepared by the Health Department for the operation of the Community Health Centers, after review and recommendation by the Community Health Center Board Finance Committee. The Community Health Center Board shall advise the Board of Commissioner's regarding this budget. The Community Health Center Board shall review and approve the Section 330 grant application and the annual Section 330 grant budget and recommend this budget to the Board of Commissioners after review and recommendation by the Community Health Center Finance Committee, at the time set forth in Article IX B.1. The Community Health Center Board and the Board of Commissioners shall jointly approve the annual Section 330 grant budget submitted to the U.S. Department of Health and Human Services, Health Resources and Services Administration, Bureau of Primary Health Care, Health Center Program.

The Community Health Center Board shall review management reports to support the Health Department and the Board of Commissioners in the operation of the Community Health Centers. The Community Health Center Board shall provide assurance to the U.S. Department of

Health and Human Services, Health Resources and Services Administration, Bureau of Primary Health Care, Health Center Program shall operate within the adopted budget. As set forth in Michigan law, the Community Health Center Board shall recommend to the Board of Commissioners a fee schedule for the services provided through the Community Health Centers and shall recommend to the Board of Commissioners policies for discounting fees (i.e. sliding fee scale) based on patient/family income.

Audits, as required by law for the 330 grant agreement shall be performed by an independent auditor. The audits may be performed in conjunction with other Ingham County audits.

D. Evaluate Community Health Center Activities

The Community Health Center Board shall evaluate utilization patterns, productivity, patient satisfaction, achievement of project objectives of the Community Health Centers, and shall review patient complaint trends or concerns unresolved at a staff level.

E. Compliance with Laws

The Community Health Center Board shall assure that the Community Health Centers are operated in compliance with applicable Federal, State, and local laws and regulations.

F. Health Care Policy

The Community Health Center Board shall work with the Board of Commissioners to establish policies for health care delivery, including those dealing with the scope, availability and types of services, location and hours of services, and quality of care audit procedures. The recommended policies will assist the Health Department and the Board of Commissioners to implement the objectives set out in Article III of these Bylaws.

G. Grants

The Community Health Center Board shall work with the Health Department and the Board of Commissioners to identify and make application for grant opportunities.

H. Conflict of Interest

No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Federal funds, if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee officer or agent or any member of his or her immediate family, his or her partner of an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents or the recipient shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to sub-agreements. However, recipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employers or agents of the recipients.

Article XI – Fiscal Year

The fiscal year of the Community Health Center Board shall be from October 1 through September 30

Article XII - Order of Business

The order of business of the Community Health Center Board shall be set by Board Chair and comply with *Mason's Manual of Legislative Procedure*.

Article XIII – Amendments

These Bylaws may be amended at a regular meeting of the Community Health Center Board by a two-thirds (2/3) vote of the entire membership of the Community Health Center Board, only after the proposed change has been presented and discussed at a previous regular meeting. Amendments to the Bylaws do not become effective until ratified by the Board of Commissioners, and signed and dated by the Community Health Center Board Chairperson, Executive Director for the Ingham Community Health Centers, and the Board of Commissioners' Chairperson.

Article XIV – Proxy

An absent Community Health Center Board member shall not be allowed to vote by proxy.

Article XV – Parliamentary Authority

The Parliamentary Authority of the Community Health Center Board shall be the *Mason's Manual of Legislative Procedure*.

Conclusion

To the extent that any of the Community Health Center Board Bylaws are contrary to the statutory requirements or Board of Commissioner's authorization, they shall be of no force or effect.

Community Health Center Board Chairperson

Date

Ingham County Board of Commissioner's Chairperson

Date

Executive Director of Ingham Community Health Centers

Date

APPROVED AS TO FORM
FOR COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: _____

Mattis D. Nordfjord

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING OFFICER JODI LEBOMBARD
ON THE OCCASION OF HER RESIGNATION**

RESOLUTION # 18 –

WHEREAS, Animal Control Officer Jodi LeBombard has been an Ingham County Animal Control Officer since March 2009; and

WHEREAS, Animal Control Officer Jodi LeBombard has served primarily as the Department's Animal Cruelty Investigator; and

WHEREAS, Animal Control Officer Jodi LeBombard was the recipient of the 2013 National Animal Control Officer of the Year Award, selected from hundreds of nominees across the United States due to her outstanding efforts in the field of animal control work; and

WHEREAS, Animal Control Officer LeBombard has served as Ingham County's Lead Animal Control Officer since April 2016; and

WHEREAS, Animal Control Officer LeBombard has used her exceptional skill, dedication, compassion and tenacity to assist and educate people, to help and protect animals, and to enforce the law; and

WHEREAS, Animal Control Officer LeBombard's extraordinary work will have a lasting impact on the Animal Control Department and Ingham County as a whole.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Jodi LeBombard on the occasion of her resignation for her dedicated service of nearly 10 years to the County of Ingham.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners takes this opportunity to acknowledge and extend its gratitude for the contributions that Jodi LeBombard has made to the County of Ingham throughout her employment as an Animal Control Officer. Officer LeBombard will be greatly missed, not only for the skill and passion that she brought to her animal control duties, but also for the impact she has had on countless lives – both animal and human.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Jodi LeBombard great success and happiness in her future endeavors.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

Introduced by the Law & Courts Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR EMERGENCY TELECOMMUNICATOR KATHY MURRAY-RICE
OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH**

RESOLUTION # 18 –

WHEREAS, Kathy Murray-Rice was hired by the East Lansing 9-1-1 Center as an Emergency Telecommunicator in September of 1996; and

WHEREAS, Kathy Murray-Rice continued her employment with the consolidated Ingham County 9-1-1 Center in June of 2012; and

WHEREAS, Kathy Murray-Rice has served as a Communications Training Officer at the East Lansing 9-1-1 Center, assisted in the training of new employees, and become a very positive role model for each of them; and

WHEREAS, Kathy Murray-Rice has served as a union representative for the 9-1-1 non-supervisory call takers and dispatch employees; and

WHEREAS, Kathy Murray-Rice has served as a member of the Joint Labor Team (JLT) helping to make the 9-1-1 Center to be a great place to work; and

WHEREAS, throughout her career, Kathy Murray-Rice has been a very dedicated employee and served the citizens and public safety partners; and

WHEREAS, after over 21 years of dedicated service to the citizens of Ingham County, Kathy Murray-Rice is retiring on June 29, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Emergency Telecommunicator Kathy Murray-Rice for over 21 years of dedicated service to the citizens of Ingham County and wishes her continued success in all of her future endeavors.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A REORGANIZATION OF THE SHERIFF'S OFFICE
FIELD SERVICES DIVISION**

RESOLUTION # 18 –

WHEREAS, the Sheriff's Office field services division day shift is currently supervised by only one Lieutenant and one Sergeant 7 days per week; and

WHEREAS, with training, pass days and vacation time this left the shift without a supervisor a total of 680 hours in 2017; and

WHEREAS, in an attempt to address this deficiency the Sheriff's Office has reassigned a Sergeant from either training, transports, emergency management or the detective bureau, helping to minimize the impact on field services, but causing an undue burden in these other areas; and

WHEREAS, the Sheriff's Office seeks to correct this staffing deficiency by converting of a Field Services Deputy position to a Field Services Sergeant position within the existing framework of the current budget through the end of 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the elimination of one Sheriff Deputy position (CCLP Law Enforcement) and the creation of one Sergeant/Law Enforcement position (CCLP Supervisors).

BE IT FURTHER RESOLVED, that the reorganization will become effective upon the beginning of the first pay period following passage of this resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$32,481 from the Sheriff's food provisions budget (10135102 750000) to fund this staffing change through the end of 2018.

BE IT FURTHER RESOLVED, that long term funding for this staffing change will be addressed through the 2019 budget process.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to adjust the 2018 Position Allocation List in accordance with this resolution.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville
Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer
Nays: None **Absent:** Tennis **Approved 06/20/2018**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REORGANIZATION IN THE JUVENILE DIVISION

RESOLUTION # 18 –

WHEREAS, the Circuit Court Juvenile Division currently has twenty-seven Juvenile Court Officer and Senior Juvenile Court Officer positions; and

WHEREAS, one Juvenile Court Officer position (#140015, OPEIU P5) has been vacant since March 2, 2018 as a result of a resignation; and

WHEREAS, the Circuit Court Juvenile Division having had sufficient time to evaluate the impact of this vacancy wishes to eliminate the vacant Juvenile Court Officer position (#140015, OPEIU P5) and add a Family Center Supervisor position (MCF 10); and

WHEREAS, it is the belief of the Circuit Court Juvenile Division that this reorganization will universally aid the court by providing increased safety and security at the Ingham County Family Center; and

WHEREAS, adding a Family Center Supervisor position will create supervisory support to programming at the Ingham County Family Center from 7:30 am – 8:30 pm; and

WHEREAS, the Budget Office has calculated that this reorganization will result in annual cost of \$18,372.00; and

WHEREAS, the Family Center Supervisor position is covered 50 percent by the Juvenile Justice Millage and 50 percent by State Child Care Fund dollars; and

WHEREAS, the Juvenile Division is able to cover the increase in cost within the existing budget and has not requested an increase to its overall budget; and

WHEREAS, the OPEIU Union has reviewed the proposed reorganization and has no objections.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the elimination of Juvenile Court Officer position (#140015, OPEIU P5).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the creation of a Family Center Supervisor (MCF 10).

BE IT FURTHER RESOLVED, that the reorganization will become effective July 1, 2018.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Circuit Court Juvenile Division's 2018 Budget and Position Allocation List in accordance with this Resolution.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

COUNTY SERVICES: Yeas: Nolan, Sebolt, Grebner, Celentino, Hope, Maiville
Nays: None **Absent:** Naeyaert **Approved 06/19/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer
Nays: None **Absent:** Tennis **Approved 06/20/2018**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT TO LEASE THE INGHAM COUNTY JAIL
KITCHEN FOR MODERNIZED FOOD PREPARATION, PACKAGING, AND DELIVERY**

RESOLUTION # 18 –

WHEREAS, the Sheriff's Office has the facilities to provide full meal services to all inmates housed in the Ingham County Jail (ICJ); and

WHEREAS, the Sheriff's Office currently contracts with TIGGS Canteen Services, hereafter Canteen, to manage all ICJ kitchen services; and

WHEREAS, Canteen has identified the ICJ as an ideal facility for expansion of their meal preparation, packaging and delivery modernization vision (KPEPs) intended to serve ICJ and outside facilities for human consumption only; and

WHEREAS, Canteen's expanded vision will not disrupt services and processes of the ICJ; and

WHEREAS, the Sheriff's Office will receive a per meal "rent" from Canteen for each KPEP prepared in the ICJ kitchen, for outside facilities, until termination of this agreement; and

WHEREAS, the Sheriff's Office will continue providing the desired space and utilities already established in the current agreement; and

WHEREAS, Canteen agrees to indemnify and hold harmless the Sheriff's Office as detailed in the new contract; and

WHEREAS, the Sheriff's Office embraces Canteen's innovations intended to improve ICJ efficiency; and

WHEREAS, this agreement between the Sheriff's Office and Canteen will be a temporary month to month lease agreement until Canteen secures a permanent facility.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Sheriff's Office recommendation and authorizes a contract with TIGGS Canteen Services to lease kitchen space within the ICJ, on a month to month basis.

BE IT FURTHER RESOLVED, that the contract will be effective July 1, 2018, with the County to receive a sum equal to five cents (\$.05) per meal prepared in the leased premises that is not contracted by Lessor, with a \$20,000 prorated minimum annual guarantee.

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

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.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer
Nays: None **Absent:** Tennis **Approved 06/20/2018**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT TO EVALUATE AND PRESENT A
SCOPE OF WORK FOR 911 CENTER MECHANICAL SOUND REDUCTION**

RESOLUTION # 18 –

WHEREAS, the mechanical noise level in the 911 Center is an issue and needs to be addressed; and

WHEREAS, the sound needs to be evaluated and a construction document package created which details the project scope; and

WHEREAS, Tower Pinkster submitted the lowest proposal amount of \$12,285.00; and

WHEREAS, funds are available in line item #261-32500-931000-5FC12 for 911 Center sound study.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Tower Pinkster, 4 East Fulton Street, Suite 200, Grand Rapids, Michigan 49503 to provide needed services to determine a scope of work for mechanical noise reduction, for a not to exceed cost of \$12,285.00.

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 review and approval as to form by the County Attorney.

LAW & COURTS: Yeas: Crenshaw, Hope, Celentino, Banas, Anthony, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/14/2018**

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Koenig, Louney, Schafer
Nays: None **Absent:** Tennis **Approved 06/20/2018**