

INGHAM COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING – 6:30 P.M.  
COMMISSIONERS ROOM, COURTHOUSE  
MASON, MICHIGAN

**FEBRUARY 12, 2019**

**AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **JANUARY 22, 2019**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
  1. A LETTER FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY, AIR QUALITY DIVISION, REGARDING ITS PENDING NEW SOURCE REVIEW **APPLICATION REPORT**
  2. A NOTICE FROM THE **VILLAGE OF WEBBERVILLE** REGARDING A PUBLIC HEARING ON MARCH 12, 2019 TO CONSIDER HOLDING A PUBLIC HEARING TO CONSIDER AMENDING ITS DOWNTOWN DEVELOPMENT AUTHORITY ORDINANCE
  3. A LETTER AND SUPPORTING MATERIALS FROM **DELHI CHARTER TOWNSHIP** REGARDING THE HOLT TO MASON TRAIL PROJECT
  4. A LETTER AND SUPPORTING MATERIALS FROM THE MICHIGAN ASSOCIATION OF COUNTIES REGARDING A SPECIAL BUSINESS MEETING ON MARCH 27, 2019 FOR THE PURPOSE OF **AMENDING ITS BYLAWS**
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
  5. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE **PERMITS** FOR THE INGHAM COUNTY ROAD DEPARTMENT

6. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE PURCHASE OF THE INGHAM COUNTY SHERIFF DEPARTMENT/HOMELAND SECURITY DIVISION’S USED COMMAND CENTER TRUCK & PURCHASE OF ONE NEW [SPORT UTILITY VEHICLE](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT; AND RELATED MODIFICATION TO THE ROAD DEPARTMENT’S 2019 CAPITAL IMPROVEMENT PLAN
7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO EXTEND ADMINISTRATIVE LEAVE TIME AND TO AMEND [SUSPENSION OF OPERATIONS](#) POLICY
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE RENEWAL OF THE INTERNET AND VOICE SERVICES PROVIDED BY [EVERSTREAM](#)
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE RENEWAL OF THE [SEAMLESSDOCS](#) LICENSING SUBSCRIPTION
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ENTER INTO AN EMPLOYMENT AGREEMENT WITH WILLIAM FOWLER TO SERVE AS INGHAM COUNTY [EQUALIZATION DIRECTOR](#)
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION CREATING ASSISTANT [PUBLIC DEFENDER POSITIONS](#) FOR THE PUBLIC DEFENDERS OFFICE
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A [REORGANIZATION](#) OF THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER
13. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [JENNIFER ALLSWEDE](#) ON THE EVENT OF HER RETIREMENT
14. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES –RESOLUTION TO IMPLEMENT A [REVENUE MANAGEMENT SYSTEM](#)
15. HUMAN SERVICES COMMITTEE – RESOLUTION TO CONVERT PRIMARY CARE PHYSICIAN POSITION TO NURSE PRACTITIONER & MEDICAL ASSISTANT 1 [POSITIONS](#)
16. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES (CMH) FOR HEALTH SERVICES [MILLAGE ELIGIBLE SERVICES](#)
17. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [CONTRACTS](#) FOR TRAILS AND PARKS MILLAGE APPLICATIONS

18. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [LAUX CONSTRUCTION, LLC](#).
19. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND LEASE AGREEMENT WITH [HOLY CROSS SERVICES](#)
20. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [AMENDMENT # 2](#) TO THE 2018-2019 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
21. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [FLORIDA STATE UNIVERSITY](#)
22. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A LEASE AGREEMENT FOR [1100 W. SAGINAW](#), LANSING
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN EXTENSION TO AGREEMENT WITH MSU FOR PSYCHIATRIC SERVICES AND TO INCREASE [PSYCHIATRIC SERVICES](#) TO A .7 FTE POSITION

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](http://www.ingham.org)

## **JANUARY 22, 2019 REGULAR MEETING**

Board of Commissioners Room – Courthouse  
Mason, Michigan – 6:30 p.m.  
January 22, 2019

### **CALL TO ORDER**

Chairperson Crenshaw called the January 22, 2019 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

Members Absent: Morgan

A quorum was present.

### **PLEDGE OF ALLEGIANCE**

Chairperson Crenshaw asked Judge Donald L. Allen, 55<sup>th</sup> District Court, to lead the Board of Commissioners in the Pledge of Allegiance.

### **TIME FOR MEDITATION**

Chairperson Crenshaw asked those present to remain standing for a moment of silence or prayer. He asked that those present keep Elva and Rudy Reyes in their thoughts, because their son, Tim Ortiz, had died in a tragic accident over the weekend.

### **APPROVAL OF THE MINUTES**

Commissioner Schafer moved to approve the minutes of the December 11, 2018 and January 2, 2019 meetings. Commissioner Slaughter supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioner Morgan.

### **ADDITIONS TO THE AGENDA**

Chairperson Crenshaw stated that without objection, substitute resolutions would be added for Agenda Item Nos. 18 and 24.

### **UPDATE FROM SHERIFF WRIGGELSWORTH**

Sheriff Scott Wriggelsworth stated that he was aware there were new members of the Board of Commissioners, and that he had told the Board of Commissioners during the previous year that he would keep them up-to-date on routine evidence matters. He further stated that it was no secret that there had been evidence room issues at the Sheriff's Office in the past, and that the fix continued to ensure that issue never reared its ugly head again.

## JANUARY 22, 2019 REGULAR MEETING

Sheriff Wriggelsworth stated that during 2017 and 2018, every case that involved movement of evidence was audited every month. He further stated that in November of 2018, the Office audited 264 reports containing 441 pieces of evidence, and that all evidence was properly logged and in the proper location.

Sheriff Wriggelsworth stated that in the first 11 months of 2018, there were 1,113 cases involving evidence entry, movement, or disposal. He further stated that those cases involved 2,288 pieces of evidence, and that all of it was properly logged and tagged.

Sheriff Wriggelsworth stated that he had asked the people who conducted evidence audits at the Sheriff's Office whether they thought it was necessary to audit every case each month, and that they felt the audits were important to prevent evidence issues from ever coming up again. He further stated that twice a year, his Office conducted a random audit on cases from the previous six months to ensure nothing was out of place or unaccounted for.

Sheriff Wriggelsworth stated that during the July 2018 audit, 100% of evidence and property from the randomly audited cases was accounted for. He further stated that the random audit for the second half of 2018 would occur in the coming week.

Sheriff Wriggelsworth stated that when his Office dove into the evidence room issues from years ago, they discovered hundreds of guns dating as far back as the 1970s. He further stated that some of the guns had no disposition recorded, and some lacked evidence tags.

Sheriff Wriggelsworth stated that his Office had dedicated thousands of hours to fixing the evidence room, and that hundreds of those hours were dedicated just to guns. He further stated that it was quite daunting to track down which case a gun was involved in when the gun had no tag, and had been in the evidence room since the 1970s.

Sheriff Wriggelsworth stated that his Office worked to determine which case a gun was involved in, and contacted the Prosecutor's Office to determine if it was needed for a prosecution. He further stated that if the gun was not needed for a prosecution, his Office attempted to locate and contact the owner to see if he or she wanted the gun back, and that unwanted guns were properly disposed of.

Sheriff Wriggelsworth stated that there had been 436 weapons in the evidence room that needed to be accounted for, and that 191 had so far been sent to the Michigan State Police for destruction. He further stated that another 25 guns would be sent in the coming week, and that 72 guns had been returned to the owner, including one that had been in the evidence room since 1976.

Sheriff Wriggelsworth stated that there were 18 guns that could not be matched with any case, and that those guns would likely be disposed of through the Michigan State Police. He further stated that he felt it was important to keep the Board of Commissioners up-to-date, and that after two years, the evidence room project was close to completion.

Sheriff Wriggelsworth stated that his Office continued to fix the issues of the past. He further stated that other than the location of the evidence room being in the basement, he would hold the organization, recordkeeping chain, and proper disposal practices of his Office up against any evidence room in the country.

## **JANUARY 22, 2019 REGULAR MEETING**

Sheriff Wriggelsworth stated that he would be happy to answer any questions.

### **PETITIONS AND COMMUNICATIONS**

A LETTER FROM LANSING CITY MAYOR ANDY SCHOR REGARDING THE CONSIDERATION OF FUNDING FOR THE CAMBRIDGE PATHWAY EXTENSION APPLICATION Chairperson Crenshaw referred the letter to the Human Services Committee.

RESOLUTION 2018-45 FROM THE KALKASKA COUNTY BOARD OF COMMISSIONERS OPPOSING SENATE BILL 396 Chairperson Crenshaw placed the resolution on file.

RESOLUTION 2018-304 FROM THE BAY COUNTY BOARD OF COMMISSIONERS OPPOSING LEGISLATION CHANGING EXISTING LAW PERTAINING TO THE DUTIES OF THE GOVERNOR, SECRETARY OF STATE AND ATTORNEY GENERAL Chairperson Crenshaw placed the resolution on file.

AN EMAIL FROM DWAYNE RILEY REGARDING THEIR RESIGNATION FROM THE COMMUNITY HEALTH CENTER BOARD Chairperson Crenshaw accepted the email and placed on file.

A LETTER FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY, AIR QUALITY DIVISION, REGARDING ITS PENDING NEW SOURCE REVIEW APPLICATION REPORT Chairperson Crenshaw placed the letter on file.

A LETTER FROM DAVID G. HORNAK, HOLT PUBLIC SCHOOLS SUPERINTENDENT, IN APPRECIATION OF SHERIFF WRIGGELSWORTH Chairperson Crenshaw placed the letter on file.

A LETTER FROM AURELIUS TOWNSHIP REGARDING THE ADOPTION OF THE 2018 AURELIUS TOWNSHIP COMMUNITY MASTER PLAN UPDATE Chairperson Crenshaw placed the letter on file.

AN EMAIL FROM CHONG-ANNA CANFORA REGARDING THEIR RESIGNATION FROM THE INGHAM ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY Chairperson Crenshaw accepted the email and placed on file.

AN EMAIL FROM AARON R. HARRIS REGARDING THEIR RESIGNATION FROM THE INGHAM ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY Chairperson Crenshaw accepted the email and placed on file.

RESOLUTION 2019-12 FROM THE BAY COUNTY BOARD OF COMMISSIONERS REGARDING REVISIONS TO THE MEDICARE PRESCRIPTION DRUG BILL OF 2003 Chairperson Crenshaw referred the resolution to the Human Services Committee.

A LETTER FROM MASON CITY CLERK SARAH JARVIS REGARDING THE ADOPTION OF ORDINANCE NO. 223 "PROHIBITION OF MARIHUANA ESTABLISHMENTS" Chairperson Crenshaw placed the letter on file.

## JANUARY 22, 2019 REGULAR MEETING

RESOLUTION # 01-19.06 FROM THE JACKSON COUNTY BOARD OF COMMISSIONERS REGARDING MICHIGAN INDIGENT DEFENSE COMMISSION FUNDING Chairperson Crenshaw referred the resolution to the Law and Courts Committee.

### LIMITED PUBLIC COMMENT

Michelle Beloskur, Ingham Conservation District (ICD) Executive Director, stated that she wanted to share ICD's 2018 Annual Report. She further stated that she wanted to thank the Board of Commissioners for funding ICD in 2018.

Ms. Beloskur stated that she was very pleased with the position ICD was in, and that it was in no small part thanks to the continued funding from the Board of Commissioners. She further stated that a good portion of the funding went to staff time, but that many of those hours had been used to secure grants and other sources of funding.

Ms. Beloskur stated that in 2019, ICD planned to host another tire recycling event, and that during a past tire recycling event, 1,300 unwanted tires had been collected and disposed of. She further stated that ICD had been working with the Road Department, and that she looked forward to that relationship continuing to flourish.

Ms. Beloskur stated that she estimated over 2,000 tires would be collected during the upcoming tire recycling event, which was planned for June. She further stated that the ICD's Invasive Species Management Area (CISMA) was going very strong, and that it had been started in 2016.

Ms. Beloskur stated that two new grants had been received from the Michigan Invasive Species Grant Program, and that one would continue to fund CISMA operations, including paying a coordinator. She further stated that the grant would also fund outreach and educational activities of CISMA, and that those activities could help prevent new introductions of invasive species, which could be very costly both economically and environmentally.

Ms. Beloskur stated that the second grant would be used to prevent the spread of invasive species through recreational activities. She further stated that CISMA was considering an initiative to place invasive species awareness and prevention signage in all Michigan rest areas, and that she hoped the idea would start in Ingham County and spread to the rest of the state.

Ms. Beloskur stated that CISMA was also working on preventing the spread of invasive species through land management, with private landowners as well as professionals. She further stated that she was excited about working with federal partners to help stop the spread of invasive species through shipping, and that in the past, woodland pests had spread through wooden shipping containers.

Ms. Beloskur stated that ICD was working with Wayne State University (WSU) to reduce levels of microplastics in state waters. She further stated that new technology developed at WSU would be pilot tested in Williamston.

Ms. Beloskur stated that Williamston did not have any greater environmental issue with microplastics than any other location, and that people there were excited by the opportunity to be a leader in the area. She further stated that there would also be a testing site in Pontiac.

## **JANUARY 22, 2019 REGULAR MEETING**

Commissioner Schafer stated that one could not help but be impressed with what ICD had done. He further stated that ICD had provided the one of the best returns for the money invested that the Board of Commissioners had ever seen.

Commissioner Schafer stated that he appreciated Ms. Beloskur's efforts, and that he wished the Board of Commissioners could give ICD a much larger budget.

### **CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR**

None.

### **CONSIDERATION OF CONSENT AGENDA**

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items, except Agenda Item Nos. 16, 17, 26, and 33. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Morgan.

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote. Absent: Commissioner Morgan.

Items voted on separately are so noted in the minutes.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED - JANUARY 22, 2019  
AGENDA ITEM NO. 12**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING BLACK HISTORY/CULTURAL DIVERSITY MONTH  
IN INGHAM COUNTY**

**RESOLUTION # 19 – 007**

WHEREAS, each February “National African American History Month” also known as “Black History Month” is observed to celebrate and honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson founded the Association for the Study of Negro Life and History and through that Association, he began pressing for the establishment of Negro History Week as a way to bring national attention to the accomplishments of African Americans; and

WHEREAS, Dr. Woodson's dream became a reality in 1926, he chose the second week of February for the observance because of its proximity to the birthdays of Abraham Lincoln and Frederick Douglass, two individuals whom Dr. Woodson felt had dramatically affected the lives of African Americans; and

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

WHEREAS, the United States is a diverse nation comprised of citizens from various ethnic groups and cultures; and

WHEREAS, it is important to promote a greater awareness of the history and culture of all ethnic groups across our country.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2019 as “Black History/Cultural Diversity Month” in Ingham County.

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 13**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE HOWELL ROAD AND OKEMOS ROAD  
4-WAY STOP TRAFFIC CONTROL ORDER**

**RESOLUTION # 19 – 008**

WHEREAS, the Ingham County Road Department recently performed a rigorous engineering study of the Howell Road and Okemos Road intersection because of increased traffic volumes and a pattern of serious traffic crashes at the intersection; and

WHEREAS, the engineering study was performed, pursuant to Section 2B.07 of the Michigan Manual of Uniform Traffic Control Devices; and

WHEREAS, the engineering study revealed that the public could benefit from addition of stop signs for northbound and southbound Okemos Road, resulting in an 4-way stop condition at the intersection; and

WHEREAS, the new stop signs would be supplemented with stop ahead advance warning signs, and installation of a (flashing) intersection control beacon; and

WHEREAS, installation of stop signs to control intersection traffic requires issuance of a Traffic Control Order, pursuant to MCL 257.71.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves issuance of a traffic control order directing all motorists approaching the Howell Road and Okemos Road intersection to stop prior to entering the intersection and request authorization for the Board Chairperson to execute and date the traffic control order.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes installation of the appropriate stop signs, advance warning signs, and intersection control beacon at the intersection, per the approved traffic control order.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/15/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 14**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

**RESOLUTION # 19 – 009**

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 January 2, 2019 as submitted.

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**INGHAM COUNTY ROAD DEPARTMENT**

DATE January 2, 2019

LIST OF CURRENT PERMITS ISSUED

<b>R/W PERMIT#</b>	<b>R/W APPLICANT /CONTRACTOR</b>	<b>R/W WORK</b>	<b>R/W LOCATION</b>	<b>R/W CITY/TWP.</b>	<b>R/W SECTION</b>
2018-747	CONSUMERS ENERGY	ELECTRIC / OH	THURLBY RD & EIFERT RD	AURELIUS	15
2018-748	COMCAST	CABLE / UG	EIFERT RD & HOLT RD	DELHI	15
2018-749	COMCAST	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-751	CONSUMERS ENERGY	GAS	GRAYFRIARS AVE & DAVLIND DR	DELHI	23
2018-752	CONSUMERS ENERGY	ELECTRIC / UG	ROSELAND AVE & BROOKFIELD DR	MERIDIAN	17
2018-753	WESTSIDE WATER	WATERMAIN	MACON AVE & WAVERLY RD	LANSING	7
2018-754	MERIDIAN TOWNSHIP WATER	WATERMAIN	SHAW ST & LAKE DR	MERIDIAN	10
2018-759	COMCAST	CABLE / UG & OH	WAVERLY RD & PLEASANT RIVER	DELHI	30
2018-760	COMCAST	CABLE / UG & OH	GROVENBURG RD & MCCUE RD	DELHI	20, 29
2018-761	COMCAST	CABLE / UG	HOLT RD & GROVENBURG RD	DELHI	20
2018-762	COMCAST	CABLE / OH	PINE TREE & PINE DELL DR	DELHI	11, 12
2018-763	COMCAST	CABLE / UG	LAKE LANSING & TOWAR AVE	MERIDIAN	6
2018-764	CONSUMERS ENERGY	ELECTRIC / UG	OKEMOS RD & KINAWA DR	MERIDIAN	28
2018-765	CONSUMERS ENERGY	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-766	COMCAST	CABLE / OH	DELL RD & PINE TREE RD	DELHI	11
2018-767	COMCAST	CABLE / UG	HOLT RD & EIFERT RD	DELHI	15
2018-768	DELTA TOWNSHIP UTILITY DEPT	WATERMAIN	WAVERLY RD & SAGINAW ST	LANSING	13
2018-769	DART CONTAINER	MISCELLANEOUS	HOWELL RD & CEDAR ST	ALAIEDON	31
2018-771	CONSUMERS ENERGY	GAS	MERIDIAN RD & M-36	INGHAM	20
2018-772	COMCAST	CABLE / OH	HOLT RD & WAVERLY RD	DELHI	19
2018-773	COMCAST	CABLE / OH & UG	AURELIUS RD & DONCASTER AVE	DELHI	23, 26
2018-774	AT & T	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-775	MSU HORTICULTURE	SANITARY	COLLEGE RD & SANDHILL RD	DELHI	12
2018-776	AUDREY Z. MARTINI	LAND DIVISION	BASE LINE RD & PARMAN RD	STOCKBRIDGE	32
2018-777	COMCAST	CABLE / UG	HARPER RD & AURELIUS RD	DELHI	27
2018-778	COMCAST	CABLE / UG	JO PASS & QUARRY RD	MERIDIAN	16
2018-779	2000 CEDAR, LLC	PUBLIC UTILITIES	BOND AVE & VETERANS DR	DELHI	14
2018-780	AT & T	CABLE / UG	OKEMOS RD & HOWELL RD	ALAIEDON	28, 33
2018-781	FRONTIER	CABLE / UG	SWAN RD & GROGAN RD	WHITE OAK	36
2018-782	GARY MARION	LAND DIVISION	SEARLS RD & HOWELL RD	WHITE OAK	35
2018-783	MERIDIAN TOWNSHIP – WATER	WATERMAIN	LAC DU MONT DR & HASELTT RD	MERIDIAN	9

**JANUARY 22, 2019 REGULAR MEETING**

2018-785	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2018-786	ACD.NET	CABLE / OH	WAVERLY RD & FRANETTE RD	LANSING	6
2018-787	CONSUMERS ENERGY	GAS	FARM LN & MT HOPE	MERIDIAN	30
2018-788	RONALD VIECELLI	LAND DIVISION	GRAMER RD & PARDEE RD	LEROY	1
2018-789	ACD.NET	CABLE / UG	LEGACY PKWY & DUNCKEL RD	DELHI	2
2018-790	DONALD DAMAN	LAND DIVISION	IOSCO RD & MEECH RD	WHITE OAK	7
2018-791	MSU	TREE TRIMMING	HAGADORN RD & SHAW LN	MERIDIAN	20
2018-792	MERIDIAN TOWNSHIP – WATER	MISCELLANEOUS	LAKE DR & MARSH RD	MERIDIAN	10
2018-793	FRONTIER	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-795	COMCAST	CABLE / UG	HOLT RD & NIGHTINGALE DR	DELHI	17, 20
2018-796	LBWL	WATERMAIN	HOLT RD & WIGMAN RD	DELHI	13
2018-800	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2018-804	COMCAST	CABLE / UG	KELLER RD & TIFFANY LN	DELHI	13
2018-805	HAMILTON RD LTD	LAND DIVISION	HOLT RD & BURKLEY RD	WHEATFIELD	21
2018-806	METC	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-807	ITC TRANSMISSION	ANNUAL PERMIT	VARIOUS	VARIOUS	
2018-808	LEAVITT & STARCK EXC	SANITARY	GROVENBURG RD & HOLT RD	DELHI	19
2018-810	COMCAST	CABLE / OH	AURELIUS RD & GRAYFRIARS AVE	DELHI	23
2018-813	WESTSIDE WATER	WATERMAIN	ANDRUS AVE & MITCHEL AVE	LANSING	7
2018-811	MERIDIAN TOWNSHIP – WATER	WATERMAIN	PEBBLESTONE DR & BOULEVARD	MERIDIAN	27
2018-812	MERIDIAN TOWNSHIP – WATER	WATERMAIN	MAPLE RIDGE RD & NEMOKE TR	MERIDIAN	15
2019-001	HOMEWORKS TRI-COUNTY ELEC	ANNUAL PERMIT	VARIOUS	VARIOUS	
2019-002	COMCAST	CABLE / UG	MIRABEAU DR & SAGO WAY	MERIDIAN	27
2019-003	FRONTIER	CABLE / UG	GROGAN RD & IOSCO RD	WHITE OAK	13

**MANAGING DIRECTOR:** \_\_\_\_\_

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 15**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE AGREEMENT FOR WORK IN COUNTY ROAD RIGHT  
OF  
WAY BY AURELIUS AND DELHI CONSOLIDATED DRAIN DRAINAGE DISTRICT**

**RESOLUTION # 19 – 010**

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on January 22, 2019, at 6:30 p.m., local time.

**PRESENT:** Commissioners Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac.

**ABSENT:** Commissioner Morgan.

The following resolution was offered by Commissioner Naeyaert and supported by Commissioner Maiville:

WHEREAS, as a result drainage problems and flooding in the Aurelius and Delhi Consolidated Drain Drainage District (“Drainage District”), a Petition dated November 14, 2016, requesting improvements, including the cleaning out, relocating, widening, deepening, straightening, tiling, extending, improving, providing structures, adding lands, adding branches and relief drains, and/or relocating along a highway, (the “Maintenance and Improvements”) to the Aurelius and Delhi Consolidated Drain (the “Drain”) was filed with the Drain Commissioner; and

WHEREAS, an Order of Necessity was entered on March 8, 2017, determining that the Maintenance and Improvements petitioned therefore are necessary and conducive to the public health, convenience or welfare, and that the Drain should be improved and that the Maintenance and Improvements to the Drain are necessary for the protection of the public health in Aurelius Township and Delhi Charter Township; and

WHEREAS, the Drainage District is developing plans and specifications for the Maintenance and Improvements to the Drain within the Drainage District, and is in the process of securing easements necessary therefore; and

WHEREAS, the Maintenance and Improvements are intended to relieve drainage problems and flooding, providing cause for the Petition previously filed, in a manner consistent with now-existing federal and state statutes and regulations, and local ordinances; and

WHEREAS, said Maintenance and Improvements entail work to be performed in the public road rights-of-way under the control and jurisdiction of the Ingham County Road Department

**JANUARY 22, 2019 REGULAR MEETING**

("ICRD"), for which permission must be obtained from the ICRD pursuant to Section 321 of the Drain Code of 1956, MCL 280.321; and

WHEREAS, the Drain Commissioner has requested that the ICRD grant such permission to construct the Drain in road rights-of-way under the jurisdiction of the ICRD; and

WHEREAS, the ICRD and the Drain Commissioner agree to cooperate to assure that drainage from properties and roads is unobstructed and that the roads are left in equal, or better, condition once construction is completed in accordance with the terms of this Agreement to be executed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, on behalf of the ICRD approves entering into an agreement with the Ingham County Drain Commissioner, on behalf of the Aurelius and Delhi Consolidated Drain Drainage District, to grant license and permission to said Drainage District, its assigns and successors in interest, for purposes of constructing, improving and maintaining the Drain, and to allow said Drain to be constructed in and occupy any and all granted road rights-of-way held by the ICRD necessary for the construction, improvement and maintenance of the Drain, subject to and conditioned upon construction to be performed and constructed in the roads rights-of-way as permitted by the ICRD.

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.

YEAS: Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

NAYS: None

ABSTAIN: None

ABSENT: Morgan

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

Adopted as a part of the consent agenda.

RESOLUTION DECLARED ADOPTED.

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Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING**

STATE OF MICHIGAN )  
 ) SS  
COUNTY OF INGHAM )

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on January 22, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING  
AGREEMENT FOR WORK IN ROAD RIGHT OF WAY BY  
AURELIUS AND DELHI CONSOLIDATED DRAIN DRAINAGE DISTRICT**

This Agreement is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the Aurelius and Delhi Consolidated Drain Drainage District (the “Drainage District”), a public body corporate, administered by the Ingham County Drain Commissioner (the “Drain Commissioner”) of 707 Buhl St, Mason, MI 48854-0220, and the County of Ingham on behalf of the Ingham County Road Department (hereinafter, the “ICRD”) of 301 Bush Street, P.O. Box 38, Mason, Michigan 48854.

WITNESSETH:

WHEREAS, as a result drainage problems and flooding experienced in the Aurelius and Delhi Consolidated Drain (the “Drain”), a Petition dated November 14, 2016, requesting improvements, including the cleaning out, relocating, widening, deepening, straightening, tiling, extending, providing structures, adding branches and a relief drains, relocating along a highway, adding structures and mechanical devices that will properly purify or improve flow, adding pumping equipment necessary to assist or relieve flow (the “Improvements”) to the Drain was filed with the Drain Commissioner; and,

WHEREAS, an Order of Necessity was entered on March 8, 2017, determining that the Improvements petitioned therefore are necessary and conducive to the public health, convenience or welfare, and that the Drain should be improved and that the Improvements to the Drain are necessary for the protection of the public health in Aurelius Township and Delhi Charter Township; and,

WHEREAS, the Drainage District is developing plans and specifications for the Improvements to the Drain within the Drainage District, and is in the process of securing easements necessary therefore; and,

WHEREAS, the Improvements are intended to relieve drainage problems and flooding, providing cause for the Petition previously filed, in a manner consistent with now-existing federal and state statutes and regulations, and local ordinances; and,

WHEREAS, said Improvements entail work to be performed in the public road rights-of-way under the control and jurisdiction of the ICRD, for which permission must be obtained from the ICRD pursuant to Section 321 of the Drain Code of 1956, MCL 280.321; and,

WHEREAS, the Drain Commissioner has requested that the ICRD grant such permission to construct the Drain in road rights-of-way under the jurisdiction of the ICRD; and,

WHEREAS, the ICRD and the Drain Commissioner agree to cooperate to assure that drainage from properties and roads is unobstructed and that the roads are left in equal, or better, condition once construction is completed in accordance with the terms of this Agreement.

## JANUARY 22, 2019 REGULAR MEETING

NOW THEREFORE, it is agreed by and between the parties as follows:

1. The ICRD does hereby grant license and permission to the Drainage District, its assigns and successors in interest, for purposes of constructing, improving and maintaining the Drain, and to allow said Drain to be constructed in and occupy any and all granted road rights-of-way held by the ICRD necessary for the construction, improvement and maintenance of the Drain, subject to and conditioned upon construction to be performed and constructed in the road rights-of-way as permitted by the ICRD and as marked on the map attached hereto as **Exhibit A**.

2. The Drainage District is solely responsible for, and shall maintain, all Drainage Structures installed within the road right-of-way for storm water drainage purposes, as depicted in the attached **Exhibit A**.

3. The term "Drainage Structures" as used herein shall mean all storm sewer pipes, open ditches, tiles, culverts, trench drains, planting material, manholes, catch basins, vegetation and bio-retention areas residing within the Drainage District for drainage and storm water management purposes.

4. The ICRD shall not be obligated in the future to repair and maintain any Drainage Structures that are within the road right-of-way that are also within the drainage route and course that have been installed, improved and/or maintained, arising out of or as a result of this Agreement.

5. The Drainage District shall be responsible, without cost to the ICRD, for repairing any portion of a road or ICRD property located within the road rights-of-way, as depicted on the attached **Exhibit A**, that is damaged during or as a result of construction, repair or maintenance work on the Drain performed by the Drainage District under this Agreement. Such repair shall reasonably restore any damaged portion to the same general condition as it was prior to such damage.

6. Except as specifically set forth herein, this Agreement does not otherwise alter the ICRD's obligations, or rights to governmental immunity as may be provided by law, for road administration, repair and maintenance of roads and road rights-of-way under its control and jurisdiction as provided by law.

7. Except as specifically set forth herein, this Agreement does not otherwise alter the Drainage District's obligations for maintenance and repair of the Drain as provided by law.

8. This Agreement shall not be construed as obligating the ICRD or the Drain Commissioner to expend funds in excess of appropriations or assessments authorized by law or otherwise commit the Drain Commissioner or the ICRD to actions for which they lack statutory authority.

9. For the Improvements to be performed pursuant to this Agreement, and for any future maintenance and/or repair work, the Drain Commissioner, on

**JANUARY 22, 2019 REGULAR MEETING**

behalf of the Drainage District, shall obtain any and all necessary permits from the ICRD required to perform said construction, maintenance and/or repair work. Any subsequent changes in the Plans and Specifications during construction for work under the roads or within the road rights-of-way must first receive a permit amendment. Subsequent to completion of construction, the Drainage District shall provide the ICRD with construction record drawings illustrating all Improvements and their details constructed under the roads and within the public road rights-of-way and identifying the Drainage Structures to be maintained by the Drainage District.

10. This Agreement is entered specific to the construction, improvements and maintenance of the Drain set forth in the above-referenced Plans and Specifications and shall not otherwise be applicable beyond said Drain and Drainage District, and does not otherwise modify existing Drain Commissioner and ICRD authorities or transfer any authority, on to the other. The ICRD and the Drain Commissioner do not waive any claims, positions and/or interpretations that may have with respect to the applicability and/or enforceability of any law, regulation or ordinance.

11. This Agreement incorporate by reference the ICRD Right-of-Way Permit Rules and Regulations as revised on June 8, 2006.

12. This Agreement does not confer or grant an easement or other rights or interests in the roads or road right-of-way to the Drain Commissioner or Drainage District other than as necessary for the construction, maintenance and repair of the Drain, unless otherwise stated herein.

13. This Agreement is not intended to create, nor does it create, any third-party rights, but has been entered into for the sole benefit of the parties hereto.

14. The parties signing this Agreement on behalf of each party are, by said signatures, affirming that they are authorized to enter into this Agreement for and on behalf of the respective parties to this Agreement.

*[Signatures and Acknowledgments on following pages]*

**JANUARY 22, 2019 REGULAR MEETING  
AURELIUS AND DELHI CONSOLIDATED DRAIN DRAINAGE DISTRICT**

By: \_\_\_\_\_  
Patrick E. Lindemann  
Ingham County Drain Commissioner

STATE OF MICHIGAN     )  
  )SS  
COUNTY OF INGHAM     )

The foregoing was acknowledged by me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by Patrick E. Lindemann, Ingham County Drain Commissioner on behalf of the Aurelius and Delhi Consolidated Drain Drainage District.

\_\_\_\_\_, Notary Public  
State of Michigan, County of Ingham  
My commission expires: \_\_\_\_\_  
Acting in the County of : \_\_\_\_\_

**COUNTY OF INGHAM FOR  
INGHAM COUNTY ROAD DEPARTMENT**

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chairperson, County Board of Commissioners

STATE OF MICHIGAN     )  
  )SS  
COUNTY OF INGHAM     )

The foregoing was acknowledged by me on this \_\_\_\_ day of \_\_\_\_\_, 2019, by \_\_\_\_\_, Chairperson, County Board of Commissioners, on behalf of the Ingham County Road Department.

\_\_\_\_\_, Notary Public  
State of Michigan, County of Ingham  
My commission expires: \_\_\_\_\_  
Acting in the County of : \_\_\_\_\_

**JANUARY 22, 2019 REGULAR MEETING**

APPROVED AS TO FORM  
FOR THE COUNTY OF INGHAM  
COHL, STOKER & TOSKEY, P.C.

By: \_\_\_\_\_  
Robert D. Townsend

Prepared by and Return to:

Patrick E. Lindemann  
Ingham County Drain Commissioner  
707 Buhl Avenue  
Mason, Michigan 48854-0220

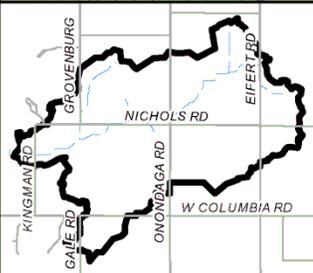
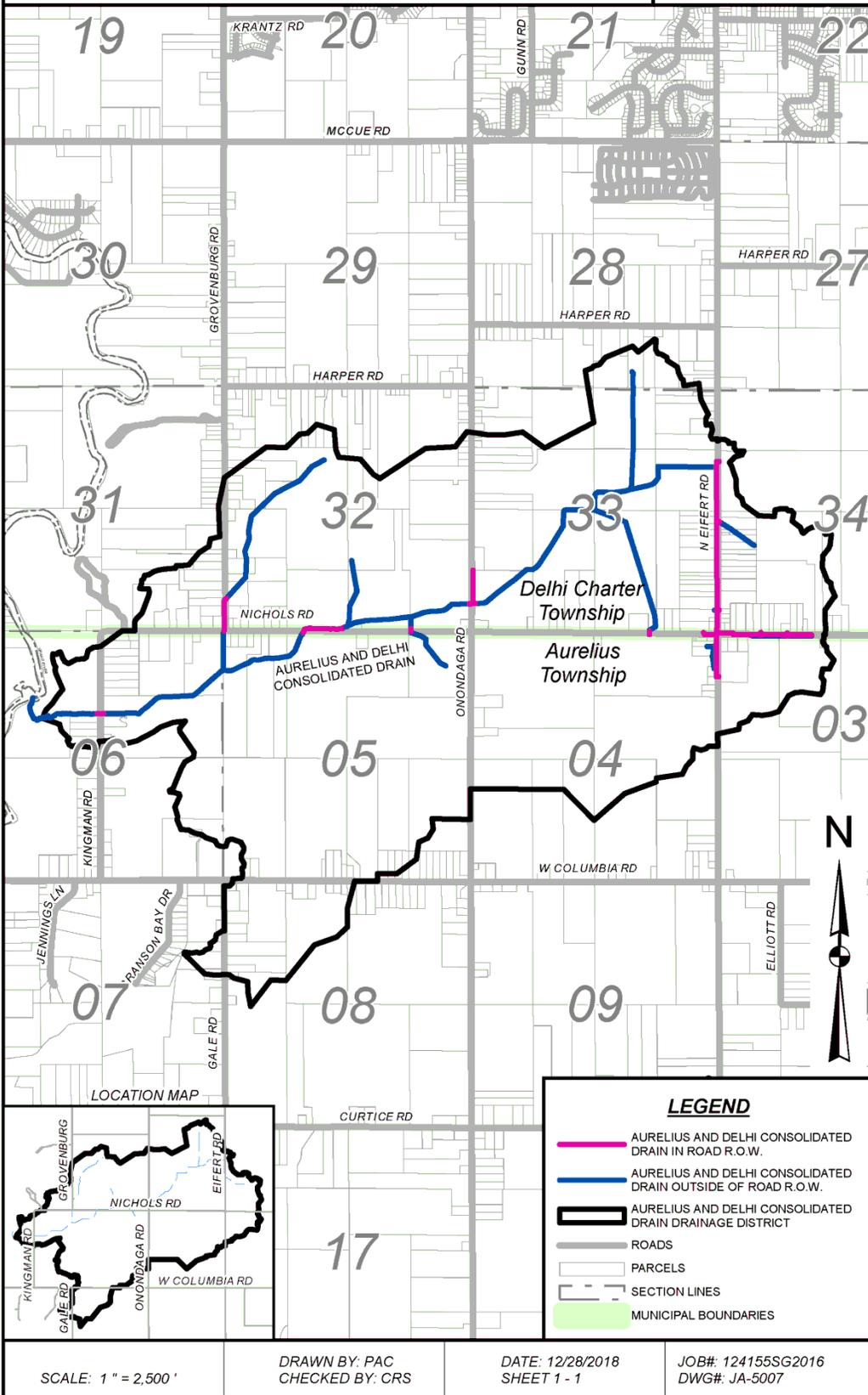
**JANUARY 22, 2019 REGULAR MEETING**

**EXHIBIT A**

JANUARY 22, 2019 REGULAR MEETING

OWNER:  
Ingham County Drain Commissioner  
707 Buhl Ave., P.O. Box 220  
Mason, MI 48854

EXHIBIT A



**LEGEND**

- AURELIUS AND DELHI CONSOLIDATED DRAIN IN ROAD R.O.W.
- AURELIUS AND DELHI CONSOLIDATED DRAIN OUTSIDE OF ROAD R.O.W.
- AURELIUS AND DELHI CONSOLIDATED DRAIN DRAINAGE DISTRICT
- ROADS
- PARCELS
- SECTION LINES
- MUNICIPAL BOUNDARIES

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO  
COOK AND THORBURN DRAIN DRAINAGE DISTRICT REFUNDING BONDS**

**RESOLUTION # 19 – 011**

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on January 22, 2019, at 6:30 p.m., local time.

**PRESENT:** Commissioners Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

**ABSENT:** Commissioner Morgan

The following resolution was offered by Commissioner Celentino and supported by Commissioner Koenig:

WHEREAS, proceedings have previously been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Cook and Thorburn Drain Project (the “Project”), which was undertaken by the Cook and Thorburn Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, in order to provide funds to pay the costs of the Project, the Drainage District issued its 2010 Drain Bonds (General Obligation Limited Tax) (the “Prior Bonds”) in the original aggregate principal amount of \$10,360,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Prior Bonds is payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District (the “Special Assessments”); and

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

WHEREAS, the Drainage District has received a savings report from PFM Financial Advisors LLC (“PFM”), that shows that refunding all or a portion of the Prior Bonds may provide a net present value savings with respect to the debt service on the Prior Bonds; and

WHEREAS, the Drainage District intends to issue refunding bonds in the amount of not to exceed \$6,240,000 (the “Refunding Bonds”) in order to refund the Prior Bonds; and

## JANUARY 22, 2019 REGULAR MEETING

WHEREAS, Act 34, Public Acts of Michigan, 2001, as amended provides that the Refunding Bonds shall be of the same character as the Prior Bonds and shall be construed to be a continuation of the Prior Bonds; and

WHEREAS, the Board desires to confirm the pledge of the County's full faith and credit to the Refunding Bonds as a continuation of the Prior Bonds; and

WHEREAS, the pledge of the full faith and credit of the County to the Refunding Bonds will provide a net interest cost savings and will be a benefit to the County and the people of the County by reducing the amount of interest that will be paid by the County and the people of the County in the Special Assessment District; and

WHEREAS, the amount of the Bonds issued will not exceed the amount of the outstanding Special Assessments, assuring the County that the security for the Bonds will remain unchanged; and

WHEREAS, the refunding of the Prior Bonds will reduce the overall exposure of the County's full faith and credit pledge due to the reduction in overall interest cost under the Refunding Bonds; and

WHEREAS, since the refunding of the Prior Bonds will reduce the exposure of the County, and based on the findings of the savings report from PFM that the refunding of the Prior Bonds will provide an interest cost savings to the County and the people of the County, the Ingham County Drain Commissioner recommends that the Prior Bonds be refunded and that the County confirm its pledge of full faith and credit to the Refunding Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Refunding Bonds in a par amount not to exceed \$6,240,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Refunding Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Refunding Bonds when due.
2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made as provided in the Act.
3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.
4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Refunding Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and

**JANUARY 22, 2019 REGULAR MEETING**

amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

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

YEAS: Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

NAYS: None

ABSTAIN: None

ABSENT: Morgan

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Commissioner Celentino moved to adopt the resolution. Commissioner Koenig supported the motion.

Commissioner Celentino stated that a roll call was required for the resolution. He further stated that the resolution would pledge full faith and credit for the Cook and Thornburg drain drainage district refunding bonds.

The motion carried unanimously by roll call vote. **Yeas:** Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac. **Nays:** None. **Absent:** Morgan.

RESOLUTION DECLARED ADOPTED.

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Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING**

**CERTIFICATION**

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on January 22, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: January \_\_\_\_\_, 2019

\_\_\_\_\_  
Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO GILBERT AND WEST TOWN  
INTERCOUNTY DRAIN DRAINAGE DISTRICT REFUNDING BONDS**

**RESOLUTION # 19 – 012**

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on January 22, 2019, at 6:30 p.m., local time.

**PRESENT:** Commissioners Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

**ABSENT:** Commissioner Morgan

The following resolution was offered by Commissioner Celentino and supported by Commissioner Tennis:

WHEREAS, proceedings have previously been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intercounty drain improvements referred to as the Gilbert and West Town Intercounty Drain Project (the “Project”), which was undertaken by the Gilbert and West Town Intercounty Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, in order to provide funds to pay the costs of the Project, the Drainage District issued its Drainage District Bonds, Series 2009 (General Obligation Limited Tax) (the “Prior Bonds”) in the original aggregate principal amount of \$2,700,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Prior Bonds is payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District (the “Special Assessments”); and

WHEREAS, ninety-seven percent (97%) of the cost of the Project was apportioned by the Drainage Board for the Drainage District to the County of Ingham (the “County”) and three percent (3%) of the cost of the Project was apportioned by the Drainage Board to the County of Eaton; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”), by resolution adopted by a majority of the members of the Board, pledged the full faith and credit of the County, to the extent of special assessments against property and public corporations in the County, for the prompt payment of the principal of and interest on the Prior Bonds pursuant to Section 276 of the Act; and

WHEREAS, the Drainage District has received a savings report from PFM Financial Advisors LLC (“PFM”), that shows that refunding all or a portion of the Prior Bonds may provide a net present value savings with respect to the debt service on the Prior Bonds; and

## JANUARY 22, 2019 REGULAR MEETING

WHEREAS, the Drainage District intends to issue refunding bonds in the amount of not to exceed \$1,485,000 (the "Refunding Bonds") in order to refund the Prior Bonds; and

WHEREAS, Act 34, Public Acts of Michigan, 2001, as amended provides that the Refunding Bonds shall be of the same character as the Prior Bonds and shall be construed to be a continuation of the Prior Bonds; and

WHEREAS, the Board desires to confirm the pledge of the County's full faith and credit to the Refunding Bonds as a continuation of the Prior Bonds; and

WHEREAS, the pledge of the full faith and credit of the County to the Refunding Bonds will provide a net interest cost savings and will be a benefit to the County and the people of the County by reducing the amount of interest that will be paid by the County and the people of the County in the Special Assessment District; and

WHEREAS, the amount of the Bonds issued will not exceed the amount of the outstanding Special Assessments, assuring the County that the security for the Bonds will remain unchanged; and

WHEREAS, the refunding of the Prior Bonds will reduce the overall exposure of the County's full faith and credit pledge due to the reduction in overall interest cost under the Refunding Bonds; and

WHEREAS, since the refunding of the Prior Bonds will reduce the exposure of the County, and based on the findings of the savings report from PFM that the refunding of the Prior Bonds will provide an interest cost savings to the County and the people of the County, the Ingham County Drain Commissioner recommends that the Prior Bonds be refunded and that the County confirm its pledge of full faith and credit to the Refunding Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Refunding Bonds to the extent of special assessments against property and public corporations in the County, and the County agrees that in the event that property owners or public corporations in the County shall fail to pay the amount of any such special assessment installment and interest (in anticipation of which the Refunding Bonds are issued) when due, or there is otherwise a shortfall of funds available to pay the principal of and interest on the Refunding Bonds attributable to the percentage of the Project apportioned to the County, then the County will immediately make such advancement from funds of the County and the County Treasurer is directed to immediately make such advancement to the extent necessary. The ability of the County to levy taxes to pay its share of the principal of and interest on the Refunding Bonds shall be subject to constitutional and statutory limitations on the taxing power of the County.

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

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements,

**JANUARY 22, 2019 REGULAR MEETING**

instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.

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

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

YEAS: Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac

NAYS: None

ABSTAIN: None

ABSENT: Morgan

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Commissioner Celentino moved to adopt the resolution. Commissioner Tennis supported the motion.

Commissioner Celentino stated that the resolution required a roll call vote.

The motion carried unanimously by roll call vote. **Yeas:** Celentino, Crenshaw, Grebner, Koenig, Maiville, Naeyaert, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac. **Nays:** None. **Absent:** Morgan.

**JANUARY 22, 2019 REGULAR MEETING**

RESOLUTION DECLARED ADOPTED.

---

Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING**

**CERTIFICATION**

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on January 22, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: January \_\_\_\_\_, 2019

\_\_\_\_\_  
Barb Byrum, Clerk  
County of Ingham

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED - JANUARY 22, 2019  
AGENDA ITEM NO. 18**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RANKING OF THE 2018 FARMLAND AND OPEN SPACE PRESERVATION PROGRAMS APPLICATION CYCLE RANKING AND RECOMMENDATION TO PURCHASE PERMANENT CONSERVATION EASEMENT DEEDS ON THE TOP RANKED PROPERTIES**

**RESOLUTION # 19 – 013**

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Board Preservation Program), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, on August 5, 2008, the voters of Ingham County approved the levy of 0.14 mills for the purpose of funding the Farmland and Open Space Board; and

WHEREAS, Resolution #10-100 directs the Farmland and Open Space Board to identify agricultural and open space property for inclusion in the program, to rank the applications received according to established criteria approved by the Board of Commissioners, and to select properties for purchase of Conservation Easement Deeds which requires approval by the Board of Commissioners; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase Conservation Easement Deeds on Agricultural and Open Space properties in Ingham County; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all farmland open space applications received for the 2018 cycle and wishes to proceed with negotiations on the top ranked properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the 2018 Farmland and Open Space Application Ranking as attached, and approves the FOSP Board to proceed with negotiations on the top ranked properties.

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

**JANUARY 22, 2019 REGULAR MEETING**

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**Ingham County FOSP Board 2018 Farmland Application Cyce Score and Rank**

Farmland Applicant	Agricultural Productivity	Size of Parcels	Additional Ag Income	Proximity to Livestock Farms	Proximity to Sewer or Water	Proximity to Population Center	Road Frontage	Location to Protected Property	Block Applications	Add Ag Characteristics	MAEAP	Final Applicant Score
Arend Trust_	16.0	15.0	0	3	10	25	8	20	0	5	0	102.0
Beery_1	14.2	10.2	5	5	10	25	0	20	0	5	5	99.4
Powell_1	14.0	15.0	5	5	10	25	8	15	0	0	0	97.0
Osterle 2_2	14.8	15.0	5	3	10	10	8	20	0	0	5	90.8
Laycock Trus	15.5	15.0	0	5	10	20	8	5	6	0	0	84.5
Osterle 1_1	16.2	15.0	5	5	10	10	4	0	8	0	5	78.2
Osterle Trust	10.2	15.0	5	5	5	6	4	15	8	0	5	78.2
Osterle 5_1	14.4	11.9	5	3	7	10	8	5	8	0	5	77.3
Launstein Bo	11.0	15.0	0	5	10	8	8	10	5	5	0	77.0
Chamberlain_	15.7	13.5	0	0	7	10	4	20	5	0	0	75.2
Cheney #2_1	11.1	15.0	0	5	10	10	8	15	0	0	0	74.1
Osterle 6_1	14.2	15.0	5	0	5	10	4	5	8	0	5	71.2
Minnis Trust_	9.5	15.0	0	5	10	20	0	5	6	0	0	70.5
Osterle 4_1	14.4	8.7	5	3	5	10	6	5	8	0	5	70.1
DeForest_1	11.7	15.0	0	0	10	10	8	15	0	0	0	69.7
Balmer_1	14.9	9.2	5	3	5	20	6	0	0	0	5	68.1
Rogers J_2	14.8	15.0	5	0	5	6	4	10	8	0	0	67.8
Haynes #4_1	15.7	8.0	0	5	5	2	6	20	0	5	0	66.7
Launstein FL	10.5	15.0	5	5	10	8	8	0	5	0	0	66.5
Hill_1	15.0	9.2	5	5	5	15	0	0	5	0	5	64.2
Minnis D_1	15.2	11.2	5	5	5	2	4	15	0	0	0	62.3
Bigg_1	9.9	10.3	0	0	7	10	0	20	5	0	0	62.2
Hackworth B	6.1	15.0	0	5	5	4	4	10	8	0	5	62.1
Osterle 2_3	16.2	9.9	5	5	5	4	6	5	0	0	5	61.1
Clark_1	15.3	5.3	5	0	5	10	0	15	5	0	0	60.6
Irwin_1	14.5	7.4	0	0	10	8	0	20	0	0	0	59.9

**JANUARY 22, 2019 REGULAR MEETING**

Linn J_1	8.8	10.0	5	5	5	20	6	0	0	0	0	59.8
Osterle Trust	14.5	7.3	5	0	7	10	6	5	0	0	5	59.8
Miner_1	17.2	9.5	0	5	5	8	8	5	0	0	0	57.7
Osterle 3_1	14.7	6.8	5	3	10	8	0	5	0	0	5	57.5
Rogers MD_1	12.2	15.0	0	0	0	4	8	10	8	0	0	57.2
Rogers J_1	13.7	14.9	5	5	0	2	0	15	0	0	0	55.6
Kubiak Farms	14.2	15.0	5	5	5	2	8	0	0	0	0	54.2
Cheney R_1	13.3	4.0	0	5	5	2	4	20	0	0	0	53.3
HunterBrooke	15.8	9.0	0	3	5	15	0	0	5	0	0	52.8
Waldron_1	16.0	13.9	0	5	0	8	4	5	0	0	0	51.9
Nelton Jr_1	15.9	0.0	0	3	10	8	0	15	0	0	0	51.9
Otis, Mullins	11.2	7.8	0	5	10	8	4	5	0	0	0	51.0
Launstein Bo	14.8	5.1	0	3	10	8	0	5	0	5	0	50.9
Blair_1	14.5	7.2	0	0	7	10	4	0	8	0	0	50.7
Mayer_1	12.3	0.0	0	0	10	8	4	15	0	0	0	49.3
Swan_1	15.3	10.0	0	0	5	2	6	10	0	0	0	48.3
Cavanaugh_1	7.0	15.0	5	5	5	0	6	0	0	5	0	48.0
Khoury_1	12.4	0.0	0	0	5	25	0	5	0	0	0	47.4
Henney_1	6.3	6.4	0	0	5	6	6	15	0	0	0	44.8
Launstein FL	13.3	4.2	0	0	5	8	4	10	0	0	0	44.5
Warfle_1	15.0	4.7	5	5	5	0	4	0	0	5	0	43.7
Cheney D_1	4.7	8.0	0	3	10	8	0	10	0	0	0	43.7
Graf_1	9.6	15.0	5	5	0	0	8	0	0	0	0	42.6
Bergeon_1	13.6	7.8	0	3	5	8	4	0	0	0	0	41.4
Osterle 2_1	15.0	3.3	5	0	10	2	0	0	0	0	5	40.3
Launstein FL	14.6	7.2	0	3	5	6	4	0	0	0	0	39.8
Collar_1	15.3	4.0	0	0	5	15	0	0	0	0	0	39.3
Baumer_1	15.0	0.0	0	3	0	0	0	20	0	0	0	38.0
Bergeon and	13.0	0.0	0	5	10	10	0	0	0	0	0	38.0
Sheff_1	8.5	4.0	0	5	0	0	0	20	0	0	0	37.5
Brake_1	15.6	7.5	0	5	5	4	0	0	0	0	0	37.1
Jeffrey_1	13.7	8.2	5	5	5	0	0	0	0	0	0	36.9
Morehouse_1	17.0	10.9	0	0	0	0	4	0	0	5	0	36.8
Boring_1	7.6	15.0	0	0	0	0	8	0	0	5	0	35.6

Fitzgerald_1	12.2	5.6	5	3	5	0	4	0	0	0	0	34.9
Pidd Family_1	12.8	11.5	0	5	0	0	4	0	0	0	0	33.3
Vandermeer_1	4.0	11.1	0	5	5	2	0	5	0	0	0	32.2
Ball_1	15.3	0.0	0	5	5	4	0	0	0	0	0	29.3
Bergeon #2_1	15.9	0.0	0	0	5	8	0	0	0	0	0	28.9
Smith_1	16.6	8.2	0	0	0	0	4	0	0	0	0	28.8
Osterle Trust	15.0	0.0	5	0	0	0	0	0	0	0	5	25.0
Zimmerman_1	12.5	8.4	0	0	0	4	0	0	0	0	0	24.9
Cavanaugh_2	4.6	4.0	5	0	5	0	0	0	0	5	0	23.6
Andrus_1	16.9	6.5	0	0	0	0	0	0	0	0	0	23.4
McCarthy_1	3.4	5.9	0	0	10	2	0	0	0	0	0	21.3
Klicker_1	17.0	4.1	0	0	0	0	0	0	0	0	0	21.1
Pidd Family_2	4.0	15.0	0	0	0	0	0	0	0	0	0	19.0
Wild_1	3.3	6.5	0	0	0	0	0	0	0	0	0	9.9

**JANUARY 22, 2019 REGULAR MEETING**

Applicant	Riparian Land	Wetlands	Rare Species	Parcel Size	Potential Conservation Areas	Road Frontage	Forest Land	Open Land	Aquifer Recharge	Proximity to Designated Population Center	Location to Other Protected Property	Block Score	Applicant Score
Wildenthal Trust	0	1.3	5	15.2	6	1.1	6.1	0.9	0.0	20	10	0	65.6
Vandermeer	10	1.9	10	20.0	6	2.0	5.2	3.2	0.0	0	4	0	62.4
Launstein OS3	10	7.7	10	18.4	6	2.0	4.8	4.1	0.0	0	4	0	66.9
Linn J	10	0.8	5	20.0	6	2.0	1.7	0.7	0.0	15	0	0	61.2
Lewis	10	3.7	5	20.0	8	1.0	5.7	0.3	2.4	0	4	0	60.2
Davis	10	1.5	15	20.0	8	2.0	2.3	0.0	0.2	0	10	0	69.0
Rogers J	10	1.7	15	20.0	8	1.4	4.4	0.0	0.0	0	8	0	68.5
Balmer	10	0.1	5	18.2	6	2.0	1.0	0.0	0.0	15	0	0	57.2
Khoury	0	5.3	0	4.6	6	1.0	3.0	6.9	0.0	20	4	0	51.0
Launstein Boyko_1	10	1.3	10	20.0	6	2.0	1.6	1.5	0.0	0	6	0	58.5
Sheff	10	0.3	5	8.0	8	1.6	3.3	6.5	0.0	0	10	0	52.7
Coppernoll	10	0.2	0	20.0	6	2.0	2.3	0.0	2.3	0	4	0	46.8
Hill	0	3.1	15	18.6	6	1.4	4.5	0.8	0.0	10	0	0	59.4
Harris	0	1.3	5	7.9	6	1.0	3.5	2.6	3.1	10	8	0	48.5
Gruber	0	0.6	5	8.0	0	2.0	0.2	3.4	3.0	20	6	0	48.2
Boring	10	2.0	10	20.0	6	2.0	2.6	0.3	0.0	0	0	0	52.9
Jeffrey	10	1.2	5	16.4	6	1.6	2.4	0.8	0.0	0	0	0	43.4
Waldron	0	0.3	0	20.0	6	2.0	1.0	0.0	1.9	0	4	0	35.2
Wild	10	1.5	0	13.1	6	0.0	3.2	1.3	0.0	0	0	0	35.0
Launstein OS1	0	8.9	10	7.6	6	2.0	3.2	6.0	0.0	0	0	0	43.8
Bergeon and Osterle	0	1.8	0	7.5	6	0.7	7.7	0.0	0.0	5	0	0	28.7
Launstein OS2	0	2.0	10	8.1	6	2.0	2.1	6.8	0.0	0	0	0	37.0
Bergeon	0	1.4	0	15.8	0	2.0	6.3	0.0	0.3	0	0	0	25.7
Launstein Boyko_2	0	1.6	0	10.2	6	0.4	2.0	0.1	0.0	0	4	0	24.3
Nelton Jr.	0	0.2	0	7.3	0	1.5	3.0	4.0	0.0	0	8	0	24.0
McCarthy	0	0.1	10	11.8	6	1.2	4.3	0.0	0.0	0	0	0	33.4
Nack	0	3.7	0	7.3	6	0.5	4.6	1.2	0.0	0	0	0	23.3
Culver	0	1.7	5	2.1	6	0.1	3.4	6.4	0.0	0	0	0	24.7
Benjamin	0	0.3	0	12.7	0	2.0	0.0	0.0	0.0	0	0	0	15.0
Bergeon #2	0	0.0	0	2.9	0	1.3	0.0	0.4	3.9	0	0	0	8.5

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SHERIDAN LAND CONSULTING  
FOR CONSULTING SERVICES TO THE INGHAM COUNTY FARMLAND AND  
OPEN SPACE PRESERVATION BOARD**

**RESOLUTION # 19 – 014**

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004 and the Ingham County Open Space Purchase of Development Rights Ordinance in October 2009; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinances authorize the Ingham County Farmland and Open Space Preservation Board to oversee the implementation of the Farmland and Open Space Preservation Program; and

WHEREAS, the Ingham County Board of Commissioners was under contract with Sheridan Land Consulting for technical assistance for the implementation of the Farmland and Open Space Purchase of Development Rights Ordinance through December 2018; and

WHEREAS, the Farmland and Open Space Preservation Board has recommended approval of the contract with Sheridan Land Consulting to provide technical assistance through December 31, 2028; and

WHEREAS, funding for this contract will be derived from the Farmland and Open Space Preservation Millage dollars.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Sheridan Land Consulting for technical assistance to the Ingham County Farmland and Open Space Preservation Board for the time period of January 1, 2019 through December 31, 2028.

BE IT FURTHER RESOLVED, the amount of the contract shall not exceed \$75,104 in 2019 with increases annually at a rate consistent with the Consumer Price Index's Annual Inflation rate as authorized in Board of Commissioners Resolution #13-439.

BE IT FURTHER RESOLVED, this contract is to be funded solely from Farmland and Open Space Preservation Millage dollars.

BE IT FURTHER RESOLVED, 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.

**JANUARY 22, 2019 REGULAR MEETING**

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 20**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH  
THE INGHAM CONSERVATION DISTRICT**

**RESOLUTION # 19 – 015**

WHEREAS, Conservation Districts were established in response to the “Dust Bowl” to improve farming practices and be protective of the environment; and

WHEREAS, the Ingham Conservation District was established in 1946; and

WHEREAS, the role of Conservation Districts has expanded to be protective of all natural resources including soil, water, wildlife, etc.; and

WHEREAS, Ingham Conservation District made a budget request to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support; and

WHEREAS, the 2019 Ingham County budget includes \$8,089 for the Ingham Conservation District.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with the Ingham Conservation District to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support.

BE IT FURTHER RESOLVED, this agreement shall be for the period of January 1, 2019 through December 31, 2019 in an amount not to exceed \$8,089.

BE IT FURTHER RESOLVED, 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.

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Koenig, Maiville, Naeyaert

**Nays:** None **Absent:** Stivers **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 21**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF AN ENCRYPTION SOLUTION  
FROM IMAGESOFT**

**RESOLUTION # 19 – 016**

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

WHEREAS, utilization of the OnBase application by the County is key to our document management and cybersecurity is a priority for Ingham County; and

WHEREAS, the data in OnBase warrants having increased security by means of encryption; and

WHEREAS, the requested solution amount is in the approved 2019 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of an encryption solution from ImageSoft in the amount not to exceed \$17,575.00.

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

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

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

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 22**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF THE AT&T MOBILITY NETMOTION  
SOFTWARE ANNUAL SUPPORT**

**RESOLUTION # 19 – 017**

WHEREAS, Ingham County Sheriff's Office requires access to the LEIN/CJIS data system that contains both police and corrections records; and

WHEREAS, access to this system is allowed on meeting certain data security requirements; and

WHEREAS, in order to meet the requirements for this access, the transmission of data must be encrypted to FIPS 140-2 standards; and

WHEREAS, the current licensing subscription agreement will expire on February 26th, 2019; and

WHEREAS, the annual contract amount is in the approved 2019 budget.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes renewal of the contract with AT&T for the NetMotion Mobility VPN Client Software support for an additional 3 years for an amount not to exceed \$27,495.00.

BE IT FURTHER RESOLVED, funds are budgeted for 2016 within account #636-25820-932050.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is authorized to make the necessary adjustments to the appropriate 2016 budgets consistent with this resolution.

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

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 23**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE UPS SUPPORT CONTRACT FROM CDWG**

**RESOLUTION # 19 – 018**

WHEREAS, an Uninterruptable Power Supply (UPS) is a critical component to the Ingham County network and are located in both Ingham County Datacenters; and

WHEREAS, this UPS provides power to all computers and equipment in the Ingham County Datacenters in the case of a power failure; and

WHEREAS, Nationwide Power has been maintaining our UPS devices for several years and ITD is very happy with their service; and

WHEREAS, ITD utilized the State of Michigan MiDeal contract to obtain pricing from CDWG for Nationwide Power support; and

WHEREAS, the annual contract amount is in the approved 2019 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contracting with CDWG for 3 years of UPS support provided by Nationwide Power for our datacenters in the amount not to exceed \$22,708.62.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund #63625810-932030.

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.

**JANUARY 22, 2019 REGULAR MEETING**

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED - JANUARY 22, 2019  
AGENDA ITEM NO. 24**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE OF SOFTREE TECHNICAL SYSTEMS, INC.  
DESIGN SOFTWARE AND BENTLEY SYSTEMS, INC. GRAPHICS SOFTWARE**

**RESOLUTION # 19 – 019**

WHEREAS, the Road Department currently uses design and graphics software products to generate road and bridge construction plans and facilitate construction staking for construction; and

WHEREAS, using sophisticated software is the most efficient way to generate road and bridge plans for the road and bridge construction industry; and

WHEREAS, the Road Department is seeking authorization to purchase three new seats of the Softree, RoadEng software for \$7,120.00 and renew our existing five seats of the Bentley, MicroStation software for \$5,070.00; and

WHEREAS, the Road Department, Director of Engineering recommends that the Board of Commissioners authorize purchase of the needed software.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes purchase of three seats of the Softree, RoadEng software for \$7,120.00, per the attached Softree quote, and renew our existing five seats of the Bentley, MicroStation software for \$5,070.00, per the attached Bentley Renewal quote.

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.

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.



JANUARY 22, 2019 REGULAR MEETING



Renewal Quote

27 November 2018

Ingham County Road Commission
Robert Peterson
301 Bush Street
MASON MI 48854-1007
USA
Tel No: +1 (517) 676-9722

SELECT Agreement: 10400947
RQ Number: 41152777
Customer ID: 4025146
Expiration Date: 20 January 2019
Pages: 1 / 3

Dear Sir/Madam,

Our records show that your current Bentley SELECT Agreement is due for renewal on 18 February 2019. We are very pleased that you have chosen Bentley as your technology partner and trust you have enjoyed the benefits of the program. We look forward to strengthening our relationship with your organization and continuing to sustain the productivity of your people, software and information.

Subscription Period: 18 February 2019 - 17 February 2020

Billing Frequency: Annual

Payment Terms: Net 30 Days

Annual Renewal Total: 9,490.00\*\*
Currency: USD

(Subscriber's Signature)

(Subscriber's Name)

(Title)

(Date)

- Please bill against PO #
Purchase Order is not required. We will accept Bentley's invoice on the basis of this signed quote.

If you would like us to bill this quote against a Purchase Order, please indicate the purchase order number above and attach a copy with your acceptance of this quote. Any additional or different terms or conditions appearing on your purchase order, even if Bentley acknowledges such terms and conditions, shall not be binding on the parties unless both parties agree in a separate written agreement.

\*\*Prices shown on this quotation are excluding taxes. Applicable taxes will be included on invoices.

# JANUARY 22, 2019 REGULAR MEETING



## Renewal Quote

SELECT Agreement: 10400947  
RQ Number: 41152777  
Customer ID: 4025146  
Expiration Date: 20 January 2019  
Pages: 2 / 3

Bill-to: Ingham County Road Commission  
Robert Peterson  
301 Bush Street  
MASON MI 48854-1007  
USA

Tel No: +1 (517) 676-9722  
Fax No:

Site: 0004025146 Ingham County Road Commission , 301 Bush Street MASON , MI 48854-1007 , USA

Part No	Description	Quantity	Unit Pricing	Discount	Total
1003	MicroStation SELECT Subscription	5	1,014.00		5,070.00
12662	OpenRoads Designer SELECT Subscription	2	2,210.00		4,420.00
<b>Site Total:</b>					<b>9,490.00</b>
<b>Annual Amount Due:</b>					<b>9,490.00</b>
<b>Currency</b>					<b>USD</b>

## JANUARY 22, 2019 REGULAR MEETING



## Renewal Quote

SELECT Agreement: 10400947  
RQ Number: 41152777  
Customer ID: 4025146  
Expiration Date: 20 January 2019  
Pages: 3 / 3

By continuing your SELECT subscription, you benefit from a comprehensive program for the support of your Bentley applications. Your Bentley SELECT agreement is our commitment to continue to provide you and your organization with the highest levels of service. SELECT provides you with the flexibility you need to adapt to changing project requirements while keeping expenditures under control. Renewal of Bentley SELECT will ensure continuity of your following benefits:

- CONNECTservices which are now included for every SELECT subscriber
- Flexible Licensing Options, including annual portfolio balancing and pooled licensing
- 24/7/365 Support
- Anytime Software Upgrades

Discover more at [connect.bentley.com](http://connect.bentley.com)

In addition, significant new services have been added for SELECT and Enterprise License Subscription (ELS) subscribers. New CONNECTservices include:

- ProjectWise Connection Services: Teams securely create, share, and deliver data and documents and review project status and performance.
- Adaptive Learning Services: Users master use of Bentley applications through personalized, contextual learning delivered in application via CONNECT Advisor.
- Personal Mobility Services: Individuals work any time from any place through Bentley's apps.

This Renewal summary is in accordance with the terms and conditions of your SELECT Agreement.

Please do not hesitate to contact your Bentley representative Tina Morgan or file a Service request here if you have any inquiries or require any assistance.

Sincerely,

Tina Morgan  
Tel: +1 (610) 458-5000  
Fax:  
E-mail: [TINAMORGAN@BENTLEY.COM](mailto:TINAMORGAN@BENTLEY.COM)

### Export Control:

**You acknowledge that these commodities, technology or software are subject to the export control laws, rules, regulations, restrictions and national security controls of the United States and other agencies or authorities based outside of the United States (the "Export Controls").**

**You must not export, re-export or transfer, whether directly or indirectly, the commodities, technology or software, or any portion thereof, or any system containing such commodities, technology or software or portion thereof, without first complying strictly and fully with all Export Controls that may be imposed on them.**

**The countries subject to restriction by action of the United States Government or any other governmental agency or authority based outside of the United States, are subject to change, and it is your responsibility to comply with the applicable United States Government requirements, or those of any other governmental agency or authority based outside of the United States, as they may be amended from time to time. For additional information, see <http://www.bis.doc.gov>**

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SAFETY SYSTEMS INC. FOR THE  
RECONFIGURATIONS OF THE FIRE SUPPRESSION SYSTEM IN THE 3<sup>RD</sup> FLOOR  
ITD'S SERVER ROOM AT THE HILLIARD BUILDING**

**RESOLUTION # 19 – 020**

WHEREAS, the fire suppression system within the server room on the 3<sup>rd</sup> floor of the Hilliard building needs to be reconfigured for everyone's safety; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Safety Systems Inc. who submitted the only bid of \$5,985.00; and

WHEREAS, funds for this project are available through ITD's budget with line item # 636-95800-726010.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement Safety Systems Inc. 112 Connable Street Jackson, Michigan 49202, for the reconfiguration of the fire suppression system in the server room on the 3<sup>rd</sup> floor of the Hilliard building for an amount not to exceed \$5,985.00.

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

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.

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 26**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JEFF GEHL**

**RESOLUTION # 19 – 021**

WHEREAS, Jeff Gehl began his employment with the Ingham County Parks Department in 1987; and

WHEREAS, Jeff has been instrumental for the Ingham County Parks' development; and

WHEREAS, throughout his career he was responsible the operation of Burchfield County Park, including water front safety, grounds maintenance, building and equipment repairs and upkeep, department-operated rental services, supervising seasonal and full-time park employees, and other duties; and

WHEREAS, during his career Jeff was professional, dedicated, knowledgeable and loyal to the Parks Department mission to provide quality outdoor recreation opportunities and facilities for all segments of our population and to enhance the quality of life for park visitors and county residents through active citizen involvement, planned acquisition, preservation, and professional management of park lands; and

WHEREAS, Jeff formed a valuable partnership with the local disc golf community, which was integral in the planning and construction of two world class disc golf courses at Burchfield County Park. In September of 2018, the two courses received national attention when Burchfield County Park hosted the U.S. Women's Disc Golf Championship. This is directly attributed to the quality of design and level of maintenance dedicated to the courses; and

WHEREAS, over the course of his career he worked closely with the Mid-Michigan Mountain Biking Association to help develop, promote, and maintain over 10 miles of advanced mountain biking trails. This collaboration also helped create a long-term; self-sustaining volunteer group that donates countless hours to assist with the inspection and maintenance of the biking trails; and

WHEREAS, Jeff recognized the increasing popularity of canoeing and kayaking in the Grand River. He helped improve and expand the recreational opportunity at Burchfield County Park with additional equipment, changes in service hours, and placing the highest priority on safety, by performing frequent waterway maintenance, removing river debris and blockages; and

WHEREAS, Jeff's park management efforts have contributed significantly to the Parks Department's ability to provide exceptional service to the citizens of Ingham County and his level of commitment to the Ingham County Parks sets a positive example for others to follow; and

WHEREAS, Jeff's commitment to high work quality and a sense of ownership has proven to be a great asset to the County Parks Department and Ingham County; and

## JANUARY 22, 2019 REGULAR MEETING

WHEREAS, his commitment to the Parks Department leaves an invaluable legacy of 1,200 acres of park land for the citizens of Ingham County to enjoy far into the future.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution honors Jeff Gehl for his outstanding quality of work, his commitment to provide a superior park system for the citizens of Ingham County, and extends its sincere appreciation for his countless contributions, and the lasting, positive impact he made during his years of dedicated service to the Ingham County Parks Department.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to Jeff Gehl its best wishes for continued success in all his future endeavors.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/14/2019**

Commissioner Tennis moved to adopt the resolution. Commissioner Maiville supported the motion.

Commissioner Tennis stated that the resolution honored the long career and service of Jeff Gehl, who was retiring from the Parks Department. He further stated that Commissioner Koenig had been a longtime member of the Parks Board, and that she would present the resolution along with Tim Morgan, Parks Department Director.

The motion carried unanimously. Absent: Commissioner Morgan.

Commissioner Koenig stated that the Board of Commissioners was sorry to see Mr. Gehl go, but that they were here to honor him in his retirement. She further stated that Mr. Gehl had been a great asset to the County for a long time, that he was always calm, cool, and collected, and that he always knew his stuff.

Commissioner Koenig stated that Mr. Gehl had an answer for just about any question asked of him during Parks Board meetings.

Commissioner Koenig read from the resolution.

Commissioner Koenig stated that Mr. Gehl was always creative, and that he would see a popular idea come up and say, "Yeah, let's be part of that." She further stated that people came from afar to use the disc golf courses Mr. Gehl had put together, and that the canoeing and kayaking at Burchfield Park were great fun.

Commissioner Koenig stated that Mr. Gehl was always engaged in picking up what was popular.

Commissioner Koenig read from the resolution.

Mr. Morgan stated that Mr. Gehl had an uncanny way of creating friendships. He further stated that when he went out to Burchfield Park, there would often be mountain biking groups there, and that it seemed as if they were already friends with Mr. Gehl.

Mr. Morgan stated that the friendships Mr. Gehl created often became partnerships that ended up benefitting the public and the Parks Department. He further stated that any time Mr. Gehl took something on, he had an uncanny way of getting the group "plugged in, and on fire."

## **JANUARY 22, 2019 REGULAR MEETING**

Mr. Morgan stated that he encouraged the Board of Commissioners to get out and enjoy the Parks Department facilities, and that he would provide passes and loan mountain bikes to any Commissioner who called. He further stated that he wanted to thank Mr. Gehl for all that he had done in the past 32 years.

Mr. Gehl stated that he wanted to thank the Board of Commissioners and everyone he had worked with over the past 32 years. He further stated that there had been a lot of ups and downs, and that while he sometimes got to ride around on a snowmobile for three hours and get paid for it, he also sometimes had to stand at the top of a sledding hill in -10°F weather.

Mr. Gehl stated that he had had a lot of fun, and that he thoroughly enjoyed seeing everyone have fun at the County Parks. Mr. Gehl thanked the Board of Commissioners.

Chairperson Crenshaw thanked Mr. Gehl for his years of service, and for providing opportunities to get out and enjoy the County Parks. He stated that he hoped Mr. Gehl would enjoy his retirement.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 27**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING TERI BANAS**

**RESOLUTION # 19 – 022**

WHEREAS, Teri Banas has served the community for many years actively engaged in local public service; and

WHEREAS, Teri has shown a remarkable level of leadership and devotion to the idea of community involvement by actively seeking out ways to benefit the community in which she lives; and

WHEREAS, Teri served as an Ingham County Board of Commissioner from 2015 to 2018; and

WHEREAS, Teri has served on the Ingham County Parks & Recreation Commission from 2016 to 2018; and

WHEREAS, Teri served as the Chair of the Trails and Parks Millage Task Force; and

WHEREAS, Teri was able to bring into the Parks and Recreation Commission's deliberations relevant ideas and insights from her previous public service and personal experience; and

WHEREAS, Teri not only brought to the Parks and Recreation Commission her dedication and commitment to serve the public, but also a strong work ethic with a team work philosophy; and

WHEREAS, Teri exemplifies the best in public service through her caring commitment to her responsibilities and duties as an Ingham County Parks & Recreation Commission member; and through her desire to improve the Ingham County park system as a whole; and

WHEREAS, Teri's efforts have contributed to the Parks Department's ability to provide exceptional service to the citizens of Ingham County; and

WHEREAS, throughout her term as a Parks and Recreation Commission member, Teri has helped to advance, develop, and implement effective parks policies; and

WHEREAS, through her persistence, consideration, and reliability, she has promoted a relationship of respect, understanding, and cooperation between the Ingham County Parks Commission, other local governmental agencies and the community at large.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution, recognizes the impact and quality of Teri Banas' work, and expresses its sincere appreciation to her for the services and benefits which have been received by the citizens of Ingham County.

**JANUARY 22, 2019 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to Teri Banas its best wishes for continued success in all her future endeavors.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/14/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 28**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPOINT DR. DAVID SCOTT MOONS, M.D., PH.D.,  
AS A DEPUTY MEDICAL EXAMINER FOR INGHAM COUNTY**

**RESOLUTION # 19 – 023**

WHEREAS, this resolution authorizes the appointment of Dr. David Scott Moons, M.D., Ph.D. to the position of Deputy Medical Examiner for Ingham County; and

WHEREAS, Section 52.201a of the Michigan Compiled Laws authorizes the Ingham County Board of Commissioners to appoint Deputy Medical Examiners who meet the required qualifications, who are licensed physicians in the State of Michigan, and who have been approved by the Chief Medical Examiner; and

WHEREAS, Ingham County's Chief Medical Examiner has formally requested the appointment of Dr. David Scott Moons, M.D., Ph.D. as a Deputy Medical Examiner for Ingham County; and

WHEREAS, Ingham County's Chief Medical Examiner has verified that Dr. David Scott Moons, M.D., Ph.D. meets the required qualifications and is licensed to practice medicine in the State of Michigan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners confirms the appointment of Dr. David Scott Moons, M.D., Ph.D. as a Deputy Medical Examiner for Ingham County, effective February 1, 2019.

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

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

**Nays:** None **Absent:** None **Approved 01/14/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH DIETZ JANITORIAL FOR AS  
NEEDED CLEANING AT THE INGHAM COUNTY FAIRGROUNDS COMMUNITY HALL**

**RESOLUTION # 19 – 024**

WHEREAS, the Ingham County Fair Community Hall continues to experience accelerated booking throughout 2019 and well into 2020, the past janitorial contract expired September 2017; and

WHEREAS, fifty out of the fifty-two weekends are booked on the grounds and most every weekend is booked in the Community Hall; and

WHEREAS, the office staff and fair board members are no longer capable of continuing to concurrently clean the Community Hall and maintain the level of service to the events on the grounds; and

WHEREAS, the Community Hall rentals are tied to the Fair Board's long-range strategic plan to ensure the diversification of the Fair's off-season revenue stream and it is highly important to ensure that the facility is clean and presentable prior to events booked in the Community Hall; and

WHEREAS, after careful review of the bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Dietz Janitorial who submitted the most qualified bid in the amount of \$75 per cleaning for as-needed cleaning services at the Ingham County Fair Community Hall and \$26.50/hour for additional cleaning; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2019 operational budget account numbers account 5617603-818000 and 56176014 – 818080.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Dietz Janitorial Services for one year effective the date of execution with an additional two year extension option, for as needed cleaning services at the Ingham County Fairgrounds Community Hall at a cost not to exceed \$10,000.

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.

**JANUARY 22, 2019 REGULAR MEETING**

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/14/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND COOPERATIVE OPERATIONAL AGREEMENT WITH THE  
INGHAM COMMUNITY HEALTH CENTER BOARD OF DIRECTORS**

**RESOLUTION # 19 – 025**

WHEREAS, Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to extend the Cooperative Operational Agreement with the CHC Board of Directors effective January 1, 2019 through June 30, 2019; and

WHEREAS, resolutions #15-478 and #18-278 extended the Cooperative Operational Agreement between the Ingham County Board of Commissioners and the Ingham Community Health Center (ICHC) Board of Directors through December 31, 2018; and

WHEREAS, as a Health Center Program Grantee of the U.S. Department of Health and Human Services’ Health Resources and Services Administration (HRSA), ICHD is required by Section 330 of the Public Health Services (PHS) Act to maintain a governing board composed of a majority of individuals, who are being served by the center and, who as a group demographically represent the community being served by the center including factors such as race, ethnicity and sex; and

WHEREAS, as a public entity, ICHD fulfills this requirement with a co-applicant board, the Ingham County Community Health Center Board of Directors (ICHC Board); 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, the ICHC 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; and

WHEREAS, in order to maintain compliance as a HRSA grantee, an updated agreement must be established; and

**JANUARY 22, 2019 REGULAR MEETING**

WHEREAS, the current Cooperative Operational Agreement ended December 31, 2018; and

WHEREAS, the ICHC Board of Directors recommends that the terms of the current Cooperative Operational Agreement be extended for a term of six months, extending it through June 30, 2019; 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 current Bylaws of the ICHC Board of Directors shall be an attachment and shall be approved and adopted by the Ingham County Board of Commissioners along with the renewed Cooperative Operational Agreement; and

WHEREAS, the Community Health Center Board of Directors recommends extending the Cooperative Operational Agreement with the CHC Board of Directors effective January 1, 2019 through June 30, 2019; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the extension of the Cooperative Operational Agreement for six months, effective January 1, 2019 through June 30, 2019.

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 six months, effective January 1, 2019 through June 30, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approve the attached 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:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/14/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

Approved for Signature 12/21/2017

**INGHAM COMMUNITY HEALTH CENTER BOARD  
BYLAWS**

**Ingham Community Health Center Board of Directors**

# JANUARY 22, 2019 REGULAR MEETING

## **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**

## JANUARY 22, 2019 REGULAR MEETING

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**

## JANUARY 22, 2019 REGULAR MEETING

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.

## JANUARY 22, 2019 REGULAR MEETING

### **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**

## JANUARY 22, 2019 REGULAR MEETING

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 an 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.

## JANUARY 22, 2019 REGULAR MEETING

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.

## JANUARY 22, 2019 REGULAR MEETING

### 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

## JANUARY 22, 2019 REGULAR MEETING

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

## JANUARY 22, 2019 REGULAR MEETING

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**

# JANUARY 22, 2019 REGULAR MEETING

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

n:\client\ingham\health\_dept\agreements\ing co health centers\chc bylaws approved .docx

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF  
COMPLIMENTARY MOVIE THEATER PASSES FROM NCM**

**RESOLUTION # 19 – 026**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept 6 movie theater passes from National CineMedia; and

WHEREAS, NCM America’s Movie Network recently offered ICHD six (6) movie theater tickets as a token of appreciation for past business; and

WHEREAS, the tickets, valued at approximately \$55, are offered to ICHD without any conditions, terms or guarantees of future advertising purchases; and

WHEREAS, movie theater tickets will be used to incentivize community members to provide feedback on ICHD’s Communication initiatives during focus groups, surveys and/or interviews; and

WHEREAS, county employees will not be eligible to receive tickets; and

WHEREAS, the Health Officer recommends accepting the movie theater tickets to be used as incentives for members of the general public.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes ICHD to accept the movie theater tickets to be used as incentives for members of the general public.

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

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

**Nays:** None **Absent:** None **Approved 01/14/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 32**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT AN AWARD THROUGH THE NATIONAL MATERNAL AND CHILD  
ORAL HEALTH RESOURCE CENTER AT GEORGETOWN UNIVERSITY**

**RESOLUTION # 19 – 027**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept an award totaling \$10,000 for ICHD’s Community Health Centers for a *Partnership for Integrating Oral Health Care into Primary Care* project; and

WHEREAS, the National Maternal and Child Oral Health Resource Center (OHRC) at Georgetown University (GU) has awarded \$10,000 to the Ingham Community Health Center’s for a *Partnership for Integrating Oral Health Care into Primary Care* project; and

WHEREAS, this project is supported by the Health Resources and Services Administration’s Maternal and Child Health Bureau; and

WHEREAS, as an awardee, Cedar Community Health Center will be participating with four other state Title V maternal and child health (MCH) agencies and primary care settings effective January 1, 2019 through June 30, 2019; and

WHEREAS, accepting the \$10,000 award will support maternal and child oral health service enhancement activities conducted as part of Ingham CHC’s participation in the *Partnership for Integrating Oral Health Care into Primary Care* project; and

WHEREAS, the Ingham Community Health Center Board supports accepting the \$10,000 award through the National Maternal and Child OHRC at GU; and

WHEREAS, the Health Officer recommends accepting the \$10,000 award through the National Maternal and Child OHRC at GU.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the acceptance of the \$10,000 award through the National Maternal and Child OHRC at GU for participation in the *Partnership for Integrating Oral Health Care into Primary Care* project.

BE IT FURTHER RESOLVED, that the term for the award agreement is January 1, 2019 through June 30, 2019.

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

**JANUARY 22, 2019 REGULAR MEETING**

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

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 01/14/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 33**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING THE INGHAM COUNTY 55TH DISTRICT COURT  
SOBRIETY COURT PROGRAM ON THE OCCASION OF ITS 50<sup>TH</sup> GRADUATION CEREMONY**

**RESOLUTION # 19 – 028**

WHEREAS, the Ingham County 55th District Court Sobriety Court Program ("Sobriety Court") has provided quality services to the citizens of Ingham County since 2004; and

WHEREAS, Sobriety Courts partner with local treatment agencies and other community resources to provide participants with intensive treatment and holistic services to achieve and maintain sobriety; and

WHEREAS, Sobriety Courts recognize the need for individualized treatment and education, leading to responsible recovery; and

WHEREAS, the graduates of the 55th District Court Sobriety Court successfully complete alcohol and drug treatment in lieu of jail time for drunken driving and abuse-related offenses; and

WHEREAS, a study by the Michigan Supreme Court showed that graduates of Sobriety Court were far less likely to be convicted of new crimes in the two years after starting the program, and unemployment of the Sobriety Court group was 13% when admitted but had dropped to 3% when they were discharged; and

WHEREAS, Sobriety Court saves money in reduced jail time and helps people recover; and

WHEREAS, on January 29, 2019, the Ingham County 55<sup>th</sup> District Court Sobriety Court will hold its 50<sup>th</sup> graduation ceremony.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby extends its sincere appreciation to the Ingham County 55th District Court Sobriety Court Program, and commends its staff and many supporters, for the invaluable assistance provided to community members in achieving and maintaining sobriety.

BE IT FURTHER RESOLVED, that the Board of Commissioners congratulates the Ingham County 55th District Court Sobriety Court Program on the occasion of its 50<sup>th</sup> graduation ceremony, and wishes the program continued success into the future.

## JANUARY 22, 2019 REGULAR MEETING

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

Commissioner Koenig moved to adopt the resolution. Commissioner Slaughter supported the motion.

The motion passed unanimously. Absent: Commissioner Morgan.

Commissioner Koenig asked Judge Donald Allen, 55<sup>th</sup> District Court, to join her at the podium.

Commissioner Koenig read the resolution aloud.

Judge Allen stated that the Board of Commissioners had been an integral part of the success of the Sobriety Court program. He further stated that any time he spoke publicly about the Sobriety Court program, he linked it back to the financial support of the Board of Commissioners.

Judge Allen stated that without the financial support of the Board of Commissioners, it would be much harder for the Court to do what they do. He further stated that he appreciated the fact that Commissioners frequently attended Sobriety Court graduations.

Judge Allen stated that it was important for new Commissioners to learn how important the activities of the Sobriety Court are, and that Commissioners were welcome to come to the courthouse and observe the Court's proceedings. He further stated that Judge Thomas Boyd, 55<sup>th</sup> District Court, was also present, and that he ran the Mental Health Court for the 55<sup>th</sup> District.

Judge Allen stated that it would behoove the Commissioners to come and see the courts in session, and they were invited to come to the courthouse. He further stated that a Sobriety Court graduation would occur the following Tuesday, and that the ceremonies were always very moving in person.

Judge Allen thanked the Board of Commissioners.

Commissioner Tennis stated that there was a saying in recovery that many people were there because of "a nudge from a judge." He further stated that even consistent entanglement with law enforcement was not enough to get many addicts into recovery.

Commissioner Tennis stated that the Sobriety Court program was intensive and positive, and that people in recovery bore watching. He further stated that the Sobriety Court program was very watchful, and that with enough time and energy, people's lives could really change for the better.

Commissioner Tennis stated that what the Sobriety Court did was a true miracle, and that he was grateful for the tremendous judges and staff who made the program work.

Commissioner Maiville stated that he had been to several Sobriety Court graduations, and that they were very moving. He further stated that sometimes even the arresting officers would attend and speak at the ceremonies.

Commissioner Maiville stated that it was easy to think that you were isolated from addiction, but that several times in the past, he had seen families he knew at the graduation ceremonies who were affected. He further thanked the judges and staff for the work that they did.

## **JANUARY 22, 2019 REGULAR MEETING**

Chairperson Crenshaw stated that he had attended many Sobriety Court graduations, and that there had been many times when tears were shed. He further stated that the common theme from families was that they felt that had their loved one back, and that the common theme from the graduates was that they felt their lives had been saved, because they were on a path that would have ended in death.

Chairperson Crenshaw stated that he had seen friends graduate from the Sobriety Court program, and that he never would have thought they would end up in that situation. He further stated that the funding the Board of Commissioners provided to the Sobriety Court was very beneficial to the community, and that there were many success stories.

Chairperson Crenshaw stated that he wanted to thank Judge Allen, his predecessor Judge Aquilina, and Judge Brennan, who had founded the Sobriety Court program. He further stated that he wanted to thank the excellent staff, including Jesse Besonen, Da'Neese Wells, Beryl Frenger, and Matthew Weiland.

Chairperson Crenshaw stated that the staff did the behind the scenes work, including case management and checking in, and that it was a team effort. He further stated that they had a true vested interest in the outcomes, and that the graduations were great events.

Chairperson Crenshaw stated that he recommended attending a graduation ceremony to all Commissioners. He further asked Judge Allen how many people had graduated from the program.

Judge Allen stated that 621 people had graduated from Sobriety Court.

Chairperson Crenshaw thanked the judges and staff for their hard work, and stated that the Board of Commissioners hoped to see many more graduations in the future.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TAB PRODUCTS CO. LLC.  
FOR THE MOBILE FILING SYSTEM AT THE HILLIARD BUILDING AND  
VETERANS MEMORIAL COURTHOUSE (VMC)**

**RESOLUTION # 19 – 029**

WHEREAS, the rolling filing systems in both locations have outlived their life expectancy and deteriorated to the point of causing safety concerns; and

WHEREAS, it is the recommendation of the County Clerk's Office, Chief Judge Garcia, Purchasing and Facilities Departments to enter into an agreement with TAB Products Co., LLC., a registered vendor who submitted the lowest responsive and responsible proposal of \$169,973.00, to furnish, deliver and install the mobile file systems at the Hilliard Building and Veterans Memorial Courthouse; and

WHEREAS, the Hilliard Building will be furnished and installed with an electric mobile filing system with locks and an intermediate security system for a cost of \$ 107,382.00; and

WHEREAS, the Veterans Memorial Courthouse will be retrofitted with an electric mobile filing system with locks and an intermediate security system for a cost of \$62,591.00; and

WHEREAS, the Facilities Department would like to ask for a \$15,000.00 contingency for any unforeseen circumstances that may arise with this type of project; and

WHEREAS, funds for this project were transferred from the General Fund to the Machinery Equipment and Revolving Fund, as authorized by Resolution #18-223 (line item # 664-413099-932000-8FC27).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with TAB Products Co. LLC. 605 Fourth Street Mayville, Wisconsin 53050, for the furnishing, delivery and installation of the Mobile filing systems at the Hilliard Building and Veterans Memorial Courthouse for an amount not to exceed \$184,973.00 which includes a \$15,000.00 contingency.

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

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.

**JANUARY 22, 2019 REGULAR MEETING**

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**COUNTY SERVICES: Yeas:** Celentino, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Stivers, Koenig **Approved 01/15/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 35**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE LEADSONLINE COMPANY**

**RESOLUTION # 19 – 030**

WHEREAS, the Ingham County Sheriff's Office is responsible for responding to and investigating crimes that occur within Ingham County specifically to those without dedicated Police services; and

WHEREAS, one of the responsibilities is the investigation of stolen property; and

WHEREAS, one of the tools afforded is a Nationwide database containing pawn records and the identification of those responsible for them; and

WHEREAS, online classifieds such as EBAY are linked into this database and are searchable; and

WHEREAS, the sole provider of such a database is the LeadsOnline Company; and

WHEREAS, the access provided to deputies and detectives will further enhance their abilities to recover stolen property for the citizens of the county and hold those accountable through the due process of the Courts.

THEREFORE BE IT RESOLVED, that Ingham County recognizes LeadsOnline as a sole source service provider enabling access to data described here within.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to enter into an agreement with LeadsOnline at a cost not to exceed \$5,961.00 per year, for 3 years.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2019-2021 Sheriff's Office budgets consistent with this resolution.

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

**JANUARY 22, 2019 REGULAR MEETING**

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 36**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR THE INGHAM COUNTY PROSECUTOR’S OFFICE TO ACCEPT A  
\$5000.00 DONATION FOR THE CARE AND MAINTNENCE OF SUPPORT DOG**

**RESOLUTION # 19 – 031**

WHEREAS, the Ingham County Prosecutor’s Office will receive a support dog who has been trained and evaluated consistent with the Assistance Dogs International Standards to provide emotional support to children and adults within the court system; and

WHEREAS, Manvir (Mick) Grewal Sr. and David S. Mittleman of Grewal Law PLLC have offered a donation of \$5000.00 (Five Thousand U.S. Dollars and 00/100 Cents) to provide for the care and maintenance of the support dog for the first year; and

WHEREAS, the anticipated cost for care and maintenance of the support dog has been calculated at \$5000.00 annually; and

WHEREAS, the \$5000.00 will be spent on food, grooming supplies, toys and treats, a dog license, boarding, training for the handler, and veterinary care and supplies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of a \$5,000.00 donation from Manvir (Mick) Grewal Sr. and David S. Mittleman of Grewal Law PLLC for the care and maintenance of the Prosecutor’s Office support dog.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners and the Ingham County Prosecutor’s Office express their gratitude to Manvir (Mick) Grewal Sr. and David S. Mittleman of Grewal Law PLLC for their generous contribution to support the emotional needs of children and adults within the court system.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs Financial Services to create a revenue account and a corresponding expenditure account and the Controller/Administrator’s Office to make the necessary budgetary adjustments.

**JANUARY 22, 2019 REGULAR MEETING**

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 37**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND ACCEPTANCE OF MICHIGAN DRUG COURT GRANT FOR  
THE INGHAM COUNTY FAMILY DEPENDENCY TREATMENT COURT**

**RESOLUTION # 19 – 032**

WHEREAS, on September 25, 2018, the Ingham County Board of Commissioners approved resolution number #18-399, accepting Michigan Drug Court Grant Program requested funds for the amount of \$203,366.25, for the Ingham County Family Dependency Treatment Court; and

WHEREAS, Resolution #18-399 authorized the County to enter into agreements with several subcontractors as part of the Michigan Drug Court Grant Program; and

WHEREAS, the Michigan Drug Court Grant Program awarded Ingham County Circuit Court Juvenile Division funds in the amount of \$150,000.00; and

WHEREAS, because of the amount awarded was less than the amount requested, budget amendments are necessary; and

WHEREAS, the total contract amount with Mid-Michigan Recovery Services decreased from \$47,387.50 to \$17,337.00; and

WHEREAS, the total contract amount for House Arrest Services decreased from \$12,000 to \$10,000; and

WHEREAS, the total contract amount for MSU Psychology remains at \$7,200.00; and

WHEREAS, the total contract amount for Alcohol Drug Administrative Monitoring, Inc., decreased from \$18,304.00 to \$9,152.00; and

WHEREAS, the total contract amount for Dr. Norman Miller, MD, JD, PLLC, decreased from \$6,000.00 to \$0.00; and

WHEREAS, the total contract amount for Forensic Fluid decreased from \$15,000 to \$12,071.25.

THEREFORE BE IT RESOLVED, that resolution #17-389 be amended to reflect the following total contract amounts:

- Mid-Michigan Recovery Services total contract amount of \$17,337.00.
- House Arrest Services total contract amount of \$10,000.00.
- MSU Psychology total contract amount of \$7,200.00.
- Alcohol Drug Administrative Monitoring total contract amount \$9,152.00.
- Dr. Norman Miller, MD, JD, PLLC total contract amount of \$0.00

## JANUARY 22, 2019 REGULAR MEETING

- Forensic Fluid total contract amount \$12,071.25

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.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 Circuit Court Juvenile Division budget.

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 38**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FROM A&B EQUIPMENT & SONS, INC.  
FOR THE REPLACEMENT DRYER AT THE JAIL**

**RESOLUTION # 19 – 033**

WHEREAS, the dryer at the Ingham County Jail is in need of replacement; and

WHEREAS, it is the recommendation of the Facilities Department to authorize a purchase order with A&B Equipment & Sons, Inc., for the Milnor gas dryer with built in fire suppression and prison security package; and

WHEREAS, A&B Equipment & Sons Inc. is on the HPS contract therefore three quotes were not required; and

WHEREAS, A&B Equipment submitted a proposal of \$5,693.52; and

WHEREAS, funds for this project are available from the Liability Insurance Fund with line item # 667-85112-890200.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order from A&B Equipment & Sons, Inc. 635 Wellington Street Saginaw, MI 48604, for the replacement dryer at the Ingham County Jail for a total cost of \$5,693.52.

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

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:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**ADOPTED – JANUARY 22, 2019  
AGENDA ITEM NO. 39**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH AT&T FOR TELEPHONE SERVICES  
FOR THE INGHAM COUNTY 9-1-1 CENTER**

**RESOLUTION # 19 – 034**

WHEREAS, the Ingham County Board of Commissioners has established a 9 -1-1 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County emergency 9-1-1 dispatch system; and

WHEREAS, Ingham County 9-1-1 Central Dispatch Center began operations as a consolidated center in June of 2012, with a contract in place for telephone services through AT&T for both Emergency and Non-Emergent phone lines; and

WHEREAS, the contract with AT&T was renewed in October of 2016 for all Non-Emergent lines under resolution #16-457; and

WHEREAS, the contract with AT&T expired November 26, 2018 for all Non-Emergent lines under resolution #16-457; and

WHEREAS, the 9-1-1 Director is working with representatives of AT&T to continue the current Centrex phone service and move to an IP based phone line solution for the 61 non-emergent lines in use by the center; and

WHEREAS, the 9-1-1 Center receives non-emergent calls for all of our police agencies every day, which requires us to continue the contract with AT&T to provide the phone service for our phone lines; and

WHEREAS, the AT&T Services are now available under the MiDeal purchasing contract, and a new contractual agreement is needed to continue the phone service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with AT&T for the 9-1-1 Center phone services at a total cost of \$1589.66 per month and \$0.09 for each local call, totaling approximately \$30,000 annually or \$ 90,000 over the time period of November 26, 2018 through October 31, 2021 from the 9-1-1 Center budget.

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

**JANUARY 22, 2019 REGULAR MEETING**

**LAW & COURTS: Yeas:** Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer  
**Nays:** None **Absent:** None **Approved 01/10/2019**

**FINANCE: Yeas:** Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville  
**Nays:** None **Absent:** Tennis **Approved 01/16/2019**

Adopted as a part of the consent agenda.

**JANUARY 22, 2019 REGULAR MEETING**

**SPECIAL ORDERS OF THE DAY**

Commissioner Slaughter moved to reappoint Wendy Villareal and Wanda Bloomquist to the Farmland and Open Spaces Preservation Board. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Morgan.

**PUBLIC COMMENT**

None.

**COMMISSIONER ANNOUNCEMENTS**

None.

**CONSIDERATION AND ALLOWANCE OF CLAIMS**

Commissioner Maiville moved to pay the claims in the amount of \$48,442,664.15. Commissioner Tennis supported the motion.

The motion carried unanimously. Absent: Commissioner Morgan.

**ADJOURNMENT**

The meeting was adjourned at 7:12 p.m.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR



January 16, 2019

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 <https://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,

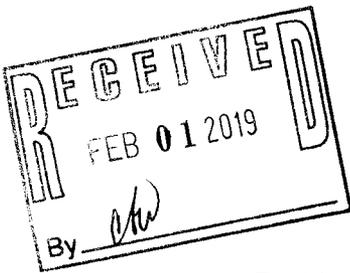
Sue Thelen  
Permit Section  
Air Quality Division  
517-284-6804

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	EATON RAPIDS	P0973	1607 HULTS ROAD	RAPIDS TUMBLE FINISH	190-18	11/19/2018	METAL FINISHING LINE
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
GENESEE	MONTROSE	N5987	8247 VIENNA ROAD	ENERGY DEVELOPMENTS MICHIGAN, LLC	176-18	10/29/2018	ONE INTERNAL COMBUSTION ENGINE
GENESEE	MONTROSE	P0972	11341 WEST VIENNA ROAD	ARISTEO INSTALLATION, LLC	161-18	9/14/2018	THREE EXISTING PAINT AREAS
INGHAM	EAST LANSING	K3249	354 SERVICE ROAD	MICHIGAN STATE UNIVERSITY	139-18	8/13/2018	RECIPROCATING INTERNAL COMBUSTION ENGINE
INGHAM	MASON	D8065	432 HOGSBACK ROAD	DART CONTAINER CORPORATION OF MICHIGAN	205-18	12/10/2018	GRINDERS
LIVINGSTON	HOWELL	N5219	1200 DURANT DRIVE	DMI AUTOMOTIVE, INC	161-94D	1/2/2019	CHROME PLATING TANK
SHIAWASSEE	CORUNNA	A6497	3820 E SERR ROAD	MERIDIAN BRICK	170-18	10/12/2018	OPT-OUT



AGENDA ITEM# 2

## VILLAGE OF WEBBERVILLE NOTICE OF MEETING

Residents of the Village of Webberville please take notice that a meeting will be held before the Webberville Village Council on Tuesday, March 12, 2019 at 6:30 p.m. in the Village Council Chambers located at 115 S. Main St., Webberville.

There will be a Public Hearing at this time.

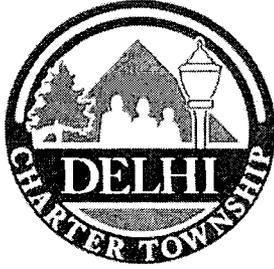
The purpose of this hearing is to consider adopting Resolution 2019-01 A resolution to hold a public hearing to consider adoption of an ordinance to amend Chapter 32, Section 32.04 of the Downtown Development Authority Ordinance number 92.

A copy of this request and the Village of Webberville Ordinances are available for review at the Webberville Village Office during normal business hours it is also available on the Village of Webberville website at [www.villageofwebberville.com](http://www.villageofwebberville.com)

Interested parties may make comments at the meeting or submit them in writing to the Village Clerk/ Treasurer, P.O. Box 389, Webberville, MI 48892 prior to the meeting.

The official minutes of all meetings are stored and available for inspection at the Village Office located at 115 S. Main Street, Webberville.

Jaymee Hord  
Village Clerk  
517-521-3984  
(02/3/2019 & 2/17/2019)



# DELHI CHARTER TOWNSHIP

2074 AURELIUS ROAD  
PHONE: (517) 694-2136

HOLT, MICHIGAN  
48842-6320

February 4, 2109

Ingham County Board of Commissioners  
Ingham County Courthouse  
P.O. Box 319  
Mason, Michigan 48854

RE: Holt to Mason Trail (Hayhoe Trail) – Delhi Township

Dear Commissioners:

Delhi Township has been informed that the Ingham County Parks and Recreation Commission did not recommend approval to the Board of Commissioners for Delhi Township's request to fund the "Holt to Mason Trail". We are disappointed in this decision. We respectfully disagree with the Commission's review and evaluation process, and most of their comments regarding the proposal.

However, it appears that the Parks Department staff is recommending that the County provide \$1M in funding for 2020. While the \$1M does not fully fund the project, it is an excellent beginning. This initial funding will effectively communicate the County's commitment to this important regional trail. Inclusive of the \$400,000 in match, providing \$1M in current funding will leave just over \$2.6M for future year consideration. The Township would look forward to working with the County, and other partners, to move forward.

I am writing, on behalf of the Delhi Township Board, to request that the Board of Commissioners approve funding for this regionally important trail project. I have provided details and important information below, in support of the Township's request. I believe that this information provides a compelling basis upon which to provide funding for the Holt to Mason trail project.

History:

- In 2016, the County adopted the Ingham County Trails and Parks Comprehensive Report (the "Report"). The stated purpose of the Report was to "assist the Ingham County Trails and Parks Task Force in determining the expenditure of millage dollars for a countywide regional network of trails and parks." One of the main project tasks was to determine the trails that are most desired by Ingham County residents.
  - A trail between Delhi Township and Mason's Hayhoe Trail was highlighted and discussed many times in this Report. It was identified as "regional priority corridor" within Ingham County.

- A significant amount of public participation went into the development of the Report. From this input, a list of preferred new trails was developed. The Holt to Mason trail was the second highest public priority.
- This trail was also listed as the second highest priority in terms of a recognized trail gap in the regional network.
- The Report also included recommended criteria for evaluating trail development projects. Based on the listed criteria, the Holt to Mason trail meets all the stated criteria and should be funded.

#### Current Holt to Mason Trail Funding Request:

- As evidence of the County's interest in pursuing the Holt to Mason Trail, the County has provided approximately \$40,000 to the Township. These funds were specifically provided so that preliminary design engineering could be completed and an application for funding could be submitted. This occurred in 2018.
- The preliminary design engineering has been completed. An application for funding the Holt to Mason Trail was submitted to the County at the end of August 2018. The full application is attached. However, please note these key application details:
  - Proposal is to construct approximately 1.8 miles of off-road non-motorized pathway beginning at "Esker Landing Park" and ending at the Township's southern boundary (College Road).
    - Esker Landing, which will be completed by the Township in 2019, is connected to the existing trail system that heads north to eventually connect with the Lansing River Trail. The Park will include a parking area, bathroom facilities and a kayak launch on Cedar Lake and will serve as a trail head. Esker Landing has a MDNR Trust Fund Grant in the amount of \$300,000. This project will greatly enhance the usability and desirability of the Holt to Mason Trail.
  - Once the trail is to College Road it is a short distance to the City of Mason's trail located on Howell Road. There is a strong public/private partnership, due in large part to the leadership of George Hayhoe, that will enable construction of this small gap within a short amount of time. In the meantime, Hogsback Road provides a reasonable and useable connection.
  - Total project cost is estimated to be \$4,003,623, which includes a realistic contingency. These costs estimates are based on actual unit pricing from similar recent projects within the State.
  - The project has 12% match, including a \$200,000 private donation from George and Lisa Hayhoe, and \$200,000 in cash to be provided by Delhi Township.
  - County Millage request is for \$3,543,380 of the total project cost.
- In November 2018, the Township responded to questions that were raised by the Spicer Group's review of the application. The response was in the form of a letter to Tim Morgan, Ingham County Parks Department Director. A copy of that letter is attached. It addresses questions regarding the potential of phasing, wayfinding, and the use of other grant funding sources.

Current Situation:

- As mentioned above, the Parks Commission does not recommend funding the Holt to Mason Trail project. However, they ranked it 5<sup>th</sup> overall. It is difficult to understand why projects ranked as low as 13<sup>th</sup> will be recommended for funding, while this one will not. However, we appreciate the Park Department Staff recommending partial funding of this project, and the Commission's consideration of same. The Township is eager and willing to work with the County, and other partners, to solidify the remaining funding using future millage allocations and grants, if possible.
- We understand that this project is expensive. However, it also achieves all the goals outlined by the County's Report and connects three significant existing trail systems (Mason, Delhi, and Lansing River Trail). The connection would make it possible to use trails to travel from the northern part of the County all the way to Mason. This route is also identified as the preferred method for connecting to future Statewide trails. If this section of trail is not built, none of these objectives can be met.
- Delhi Township has invested approximately \$7 million over the past 10 years in the development and construction of trails. However, Delhi Township has received no Ingham County millage dollars for the construction of trails. While the \$40,000 for preliminary design engineering is appreciated, if the trail is not actually built that effort was wasted.
- It is important to note that, if all funding was available, construction on this trail could begin almost immediately.

In closing, Delhi Township is requesting the Board of Commissioners award funding for this project. Thank you in advance for your time and consideration. If you have any questions, or if there is additional information that we can provide, please let me know.

Sincerely



John Hayhoe  
Delhi Township Supervisor

# 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

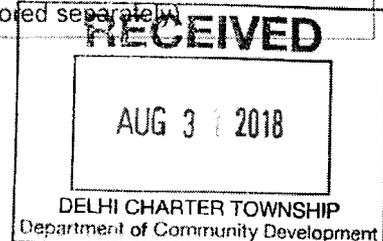
## Trails and Parks Program Application

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.

APPLICANT		
Agencies: Delhi charter Township	Contact Person: Tracy Miller	
Address: 2074 Aurelius Road		
City: Holt	State: MI	ZIP Code: 48842
Phone: 517-694-8261	Fax: 517-694-1289	Email: tracy.miller@delhitownship.com
PROJECT SUMMARY		
Project Title: Holt to Mason Trail, Phase 1 (to be named Hayhoe Trail)		
Total Amount Requested: \$3,543,390		
Distance of repaired/new construction in feet/miles:		
Trail/blue ways: 2.02 miles	Boardwalk: 0	Bridge: 0
<input checked="" 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 Attachment A. * (Small grants will be scored separately)		



## Ingham County Trails and Parks Program Application

If you have applied for *multiple projects*, please prioritize and rank your projects within each category from highest priority to lowest priority in each category:

New Construction

Repair/Rehabilitation/Long-term  
Maintenance

Special Projects

**Town, Range and Section Numbers of Site Location**

(Town):

T3N

(Range):

R2W

(Section):

25 & 36

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

A trail connecting Holt to Mason is the second highest priority for a new trail in Ingham County. This led the Ingham County Board of Commissioners to provide a grant of up to \$40,000 to Delhi Township, for preliminary engineering and the development of a feasible route and costs estimates for the 2.02 mile segment between Esker Landing Park (to be constructed in 2019-2020) and College Road in Delhi Township. This preliminary design work is complete and Delhi is now seeking a grant to construct the trail. A project location map and photos are provided in Attachment 1.

The new trail will begin at Esker Landing Park, which is expected to be completed by no later than Fall 2020. The park is located on the east side of the roundabout at Cedar Street and Holbrook Road. Park amenities will include a trail head parking area, restroom, drinking fountain, floating dock on Cedar Lake and kayak/canoe launch. These amenities will be connected to, and located on, the proposed trail. The Township and its DDA will fund approximately \$800,000 of this project, and will receive up to \$300,000 from the MDNR Trust Fund. From Esker Landing Park, an existing trail leads north into the Township's commercial area and connects to the Valhalla/Sycamore Trail system, which connects directly to the Lansing River Trail at Aurelius and Jolly Roads.

It is anticipated that the first phase of the Holt to Mason Trail, will eventually be extended by others to connect to the existing trail at Howell Road (City of Mason).

# Ingham County Trails and Parks Program Application

<b>ESTIMATED COSTS/BUDGET</b>		
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%.		
<b>EXPENSES</b>		
<b>Scope Item(s):</b>	<b>Quantity</b>	<b>Amount</b>
1-Acquisition/Right-of-Way/Easement/Permits		20,223
2-Design Engineering		150,000
3-Construction		3,034,500
4-Construction Engineering		303,700
5-Contingency		455,200
6-Other		40,000
7-Other		
<b>Other Fees (i.e., Permitting, etc...)</b>		
<b>Total Project Expenses</b>		<b>\$4,003,623</b>
<b>Provide detailed cost estimate for Project</b>		<b>\$ See Estimate in Attachments</b>
<b>APPLICANT FUNDS</b>		
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.		
<u>Local Contribution</u>		Amount \$ 269,680
<u>Other Grant Contributions</u>		
Name of Grantor(s)		Amount \$ _____ \$ _____
Name of Partner(s)		Amount \$ _____ \$ _____
Name of Donor(s)		Amount \$ 200,000 \$ _____
George and Lisa Hayhoe (cash)		
<u>In-Kind Support</u>		
Name of Organization	Description	Value
Dehi DDA	easement	\$ 20,223 \$ _____
<u>Other</u>		Amount \$ 40,000
Ingham County Preliminary Engineering Grant (not included Applicant Funds)		
<b>Total Applicant Funds</b>		<b>\$ 420,223</b>
<b>*Millage Funds REQUESTED (does not count as match)</b>		<b>\$ 243,399</b>
<b>*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses</b>		
<b>Total % of matching Funds</b>		<b>% 12 Match</b>

## 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).*

Page 84, Table 18 indicates that a trail connecting Holt and Mason is the second highest priority for a new trail in Ingham County.

The trail will be constructed on the east side of Cedar St from Esker Landing Park south to College Rd. Cedar St is under the jurisdiction of the Ingham County Department of Roads and they have approved this project. Cedar St is a 4-lane boulevard with a posted speed of 55 mph. The lanes are 12 ft wide with a 7 ft paved shoulder.

- The majority of the trail will be constructed within existing road right of way or on publicly owned property. Just recently, the Delhi Downtown Development Authority transferred its property along the west front of Cedar Lake to the Eyde/Uppal (DTN) Partnership. The new owners will provide a no-cost easement to the Township to construct the trail. No cash outlays for right of way or easements.
- Because of the high speed on Cedar St and safety concerns for trail users, the trail alignment is offset on average 40 ft from the shoulder edge. Only in very limited areas, due to obstructions, is the trail offset 9.5 ft from the shoulder edge. The AASHTO minimum is 5 ft from the shoulder edge. The trail design exceeds even guidelines for high speed roadways.
- Trail will be 10 ft wide with minimum 5 ft shoulder area on either side. The cross-slope will be 1V:6H. All these dimensions are accordance with AASHTO guidelines.
- To keep the trail alignment away from the travel lanes, it will be necessary to replace the open storm drainage system with an underground stormwater system. The photos in Attachment 1 show some examples of the existing drains and ditches.
- Pavement section includes 3 in of HMA over 6 in 21AA aggregate, which is a standard design for shared-use paths. See typical cross section in Attachment 2.
- Trail will cross Harper Rd and will include an ADA compliant non-motorized crossing with compliant ramps, detectable warning surfaces, signage and pavement markings.
- 26 trees are expected to be removed to accommodate the path.
- A box culvert will need to be extended.
- All disturbed areas will be restored including turf establishment, driveways, mailboxes, fences, and any other affected features.
- The trail is designed to host the Township's emergency response/rescue vehicle purchased specifically to assist trail users experiencing an emergency.
- The Township will perform regular maintenance of the trail after completion such as trash removal, clearing, mowing, etc.

# 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.*

The project has an outstanding private partner. George and Lisa Hayhoe have committed \$200,000 to the construction of phase 1 of the the trail to connect Holt and Mason. These local benefactors serve on the Friends of Lansing Regional Trails, whose mission is to support and raise awareness for a safe, clean and thoughtfully expanded trail system. Their letter of commitment is provided in Attachment 3.

Delhi Township will have a Parks, Trails and Recreational millage on the ballot this November. Research indicates that this millage is likely to be supported by township voters. Pending the outcome of the election, the Township will provide \$200,000 in cash match towards construction of this trail project. The local match commitment will be incorporated into the resolution of support for the project at the Township Board's meeting on 9/4/18. The resolution will be forward to the County as soon as it is certified after the meeting.

Dana Graham, President of the Friends of Lansing Regional Trails, has also sent a letter of support for this grant application and cites the safety and access benefits to businesses and home owners in the area. See letter of support in Attachment 3.

### 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.*

This phase of the trail will be a new regional trail to meet a high demand for non-motorized connectivity between these two destinations. Mason is the county seat of Ingham County and has numerous county offices, courts, and a historical downtown that attract visitors and persons doing business with the county. Both Holt and Mason have a concentration of commercial businesses and services used by county residents. Both are surrounded by new subdivisions and park land. Cedar Street serves as a good motorized vehicle connector between Holt and Mason but there is no transit or non-motorized option between the two centers. This proposed trail will provide the missing connectivity and provide an option for travel not currently available, all the way into the City of Lansing and beyond.

## 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.*

In March 2016, Ingham County adopted a Trails and Parks Comprehensive Report. Public participation was extensive.

- Six public meetings, online survey, project website and stakeholder meeting.
- 550 participants
- As shown on Page 84, Table 18, a Holt to Mason trail is the second highest priority for a new trail in the County

In November 2016, Delhi adopted an updated Non-Motorized Transportation Plan (NMTP). Public engagement process was also extensive.

- Series of steering committee meetings with reps from local, county and state agencies
- Focus group meeting with Tri-County Bicycle Association
- Public hearing with both Planning Commission and Township Board

Regional connectivity is an important consideration in the NMTP. A path to Mason is a priority and Delhi intends to proceed with its portion of the trail.

### 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 Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit:*

Delhi is using the professional engineering services of Hubbell, Roth & Clark, Inc. (HRC) to design the proposed trail and plans to use them for construction engineering and oversight. HRC has over 20 years of experience with trail development in Michigan. HRC prepared the plans, specifications, and estimates for Phases I and II of the Ram Trail and provided construction oversight. Both projects were let through MDOT Local Agency Programs and met or exceeded all the AASHTO, state and federal guidelines. HRC will secure the necessary permits from and follow the permit requirements for the Ingham County Drain Commission and the Ingham County Road Department for the project. The Township expects detailed discussions with Drain Commissioner's Office due to the amount of underground stormwater pipping being proposed.

The trail site plan is shown Attachment 2. Reasons for the trail design are provide in the discussion on Design/Scope of the Project.

## Ingham County Trails and Parks Program Application

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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.*

Delhi has taken the following steps to ensure that the project is ready for development.

1. The grant money from Ingham County allowed the design work to develop to a higher level of detail.
2. The project will be constructed off-road in either the road ROW or on land owned by the Township or the Downtown Development Authority, or on existing easements.
3. The project is not expected to require a lengthy permitting process. Private utilities in the alignment have been identified and the alignment already adjusted in order to minimize impacts. Securing a permit from the Drain Commissioner's Office is expected to require additional analysis and documentation, which the Township is prepared to do.
4. HRC has already identified power poles, a private fence, fire hydrants, and parking in the road right of way that will require coordination and affect project costs and these items have been accounted for in the cost estimate.

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.*

Residents of Delhi Township appreciate and utilize the growing miles of trails built and maintained by the Township. This new multi-use path will be the first in the southeast quadrant of the Township and will provide a non-motorized alternative to and from residential subdivisions and businesses in the Township to Esker Landing Park, downtown Holt, Mason and all locations north such as MSU, the downtown Lansing, Old Town and more.

In all previous funding rounds, Delhi Township has been awarded trail millage funding of only \$40,000 for the initial design and estimates for this project. Our tax base generates approximately \$262,400 annually towards the Trails and Parks Program. As the fourth largest contributor, we have not received an equitable distribution of the county millage to date.

## Ingham County Trails and Parks Program Application

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### 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.*

Delhi Township is a leader in the planning, development, and maintenance of trails in Ingham County. To date, the Township has invested over \$7 million to construct 7.8 miles of trails which are open to all county residents. The Township has also obtained over \$4M in grants for these trail projects.

Like all shared use paths in the Township, the trail will be open 24 hours a day, 7 days a week, 365 days a year. The trail will be maintained year round to high standards by the Township's Parks and Recreation Department. This department is responsible for developing, improving and maintaining all community parks facilities, including the trails. The department is adequately staffed with full-time and seasonal employees.

Our regular maintenance activities include, but are limited to, the following tasks:

- Annual inspection of route for damaged pavement and signs and faded pavement markings
- Snow and ice removal. This is a unique service, not offered on most trails.
- Repairs, as needed
- Weed and brush control, as needed
- Sweeping, as needed
- Monthly grass mowing along sides of trails.
- Refill dog waste bag dispensers.
- Trash and debris removal on a weekly basis.
- Maintain lighting and signage.

The Township currently spends about \$20,000 per year to maintain existing trails, which is expected to increase as the trails age. This budget will increase proportionately when the first phase of the Holt to Mason trail is constructed. The Township has also set aside funds for future repairs that are of a more significant nature, in case it becomes necessary.

# 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 outlined in Attachment C.*
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. 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

## ATTACHMENT A.

### 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%
<b>Ingham County (Total)</b>	<b>\$ 3,519,041</b>	<b>\$ 194,009</b>	<b>\$ 3,325,033</b>	<b>100.0%</b>

Created 2-23-15

ADOPTED – FEBRUARY 13, 2018

# Ingham County Trails and Parks Program Application

## ATTACHMENT B.

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**

# Ingham County Trails and Parks Program Application

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## 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.

HOLT TO MASON TRAIL, Phase I  
Location Map and Key to Photos



Holt to Mason Trail, Phase 1  
Site Photos



Photo 1. POB at Non-motorized Entrance to Esker Park, Looking North



Photo 2. Trees Near POB that will need to be Removed, Looking South

Holt to Mason Trail, Phase 1  
Site Photos



Photo 3. Encumbrance in the ROW by Spartan Barricading & Traffic, Looking North



Photo 4. Tree Removal Location, Looking Northeast

Holt to Mason Trail, Phase 1  
Site Photos



Photo 5. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking South



Photo 6. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking North

Holt to Mason Trail, Phase 1  
Site Photos

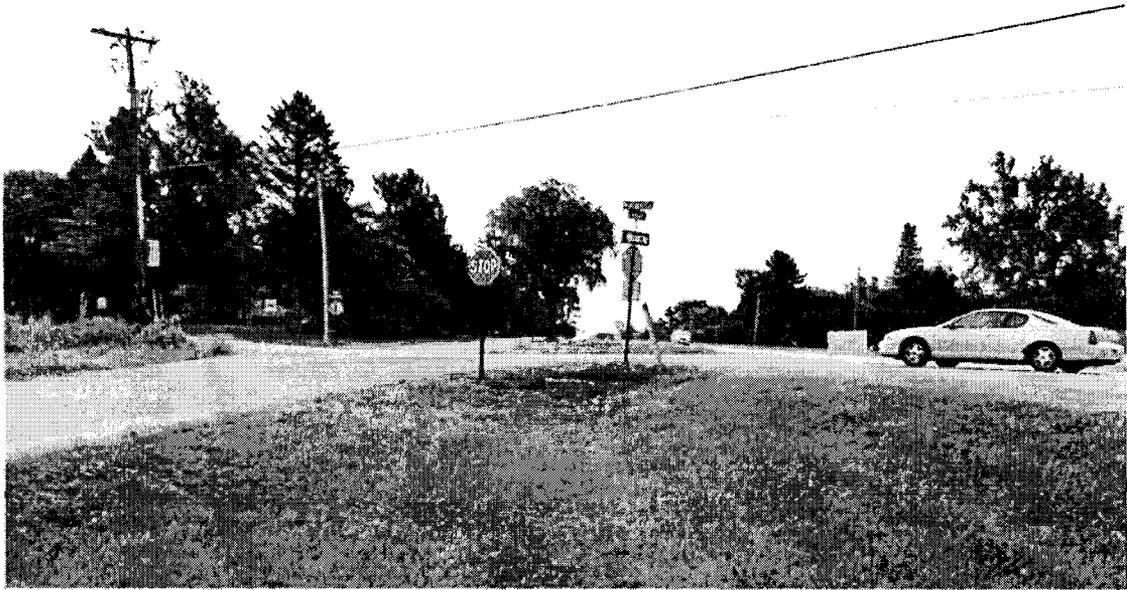


Photo 7. Future Crossing at Harper Road, Looking South  
(Hogsback Rd is on the left)



Photo 8. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking South  
(Hogsback Rd is on the left)

Holt to Mason Trail, Phase 1  
Site Photos



Photo 9. POE at College Road and Township Border, Looking Southeast  
(Hogsback Rd is on the left)

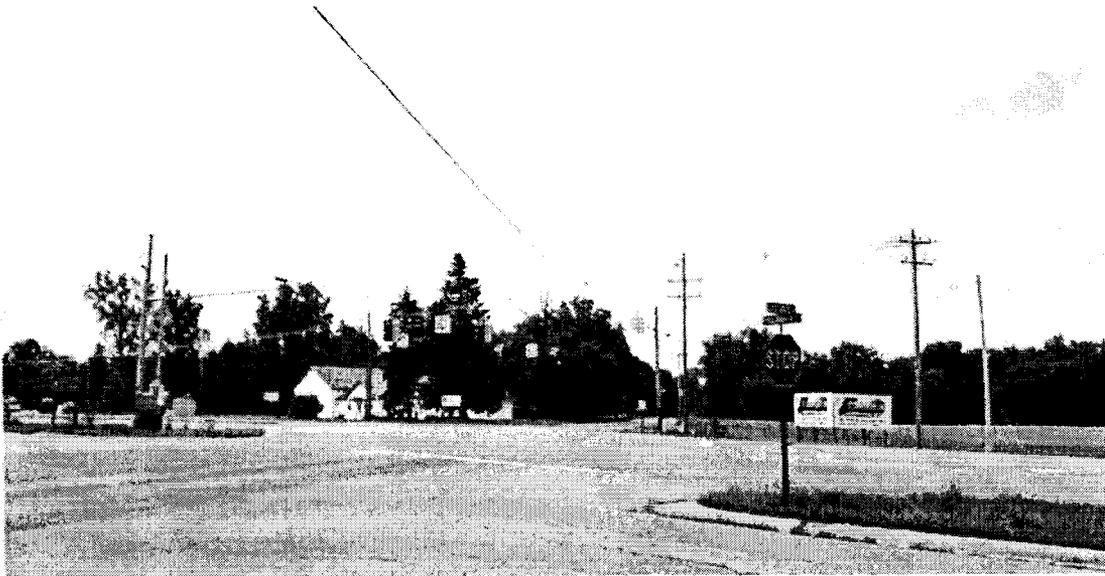


Photo 10. POE at College Road, Looking South from the Corner of College and Hogsback



**20180450 - Holt to Mason Trail - Preliminary OPC:**

Description: Preliminary Opinion of Probable Cost for the extension of a multi-use path in Delhi Township from Esker Park (currently being readied to bid) to the intersection of Cedar Street and College Road at the township border. Path will connect to a multi-use trail to Mason to be built by others.

Holt to Mason Trail				Cost Estimate	
No.	Item	Quantity	Unit	Unit Cost	Subtotal
3	Mobilization, 5%	1	LS	\$118,898	\$ 118,898
4	Clearing	5	Acre	\$8,000	\$ 40,900
5	Excavation, Earth	4,930	Cyd	\$10	\$ 49,300
6	Tree, Rem, 6 inch to 18 Inch	12	Ea	\$250	\$ 3,000
7	Tree, Rem, 19 inch to 36 inch	14	Ea	\$900	\$ 12,600
8	HMA Surface, Rem	1,970	Syd	\$10	\$ 19,700
9	Culv, Rem, 24 inch to 48 inch	22	Ea	\$550	\$ 12,100
10	Erosion Control, Temporary Silt Fence	21,700	Ft	\$2	\$ 43,400
11	Erosion Control, Inlet Portection, Fabric Drop	20	Ea	\$100	\$ 2,000
12	Fence, Moving	1,900	Ft	\$10	\$ 19,000
13	Shared Use Path, Grading, Special	10,645	Ft	\$12	\$ 127,740
14	HMA, LVSP	1,950	Ton	\$65	\$ 126,750
15	Aggregate Base, 6 inch	11,830	Syd	\$7.50	\$ 88,725
16	Embankment, CIP	16,720	Cyd	\$12.00	\$ 200,640
17	Sign Type IIIA	200	Sft	\$20	\$ 4,000
18	Post, Steel, 3lb	600	Ft	\$5	\$ 3,000
19	Culv, CI A, Conc, 48 inch	120	Ft	\$200	\$ 24,000
20	Culv End Sect, Conc, 48 inch	1	Ea	\$2,100	\$ 2,100
21	Culv, Precast Conc Box, 11 foot x 7 foot	25	Ft	\$1,800	\$ 45,000
22	Sewer, CI II, 48 inch, Tr Det A	10,550	Ft	\$160	\$ 1,688,000
23	Dr Structure Cover, Type E	20	Ea	\$400	\$ 8,000
24	Dr Structure, 60 inch dia	20	Ea	\$3,000	\$ 60,000
25	Turf Establishment	55,940	Syd	\$6	\$ 335,640

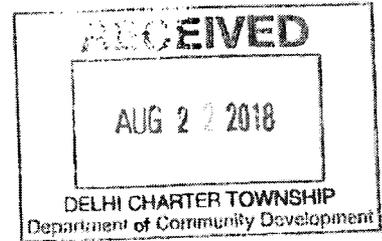
Subtotal	\$ 3,034,500
Contingency (15%)	\$ 455,200
<b>Preliminary Opinion of Construction Costs:</b>	<b>\$ 3,489,700</b>
Ingham County Preliminary Design Grant	\$ 40,000
Remaining Preliminary Engineering and Construction Administration (13%)	\$ 453,700
ROW Easements	\$ 20,223

**Ingham County Holt to Mason Trail Phase 1 Project Cost Total \$ 4,003,623**

**FUNDING**

<u>Applicant Funds</u>	
Easement from DDA	\$ 20,233
Private Donor Contribution	\$ 200,000
Delhi Township Local Contribution	\$ 200,000
<b>Applicant Local Match Total</b>	<b>\$ 420,233</b> 12%
<u>Other Grant Funds</u>	
Ingham County Preliminary Design Grant	\$ 40,000
<u>Millage Request</u>	\$ 3,543,390

**Ingham County Holt to Mason Trail Phase 1 Revenue Total \$ 4,003,623**



8/21/18

Delhi Township

Supervisor John Hayhoe

Dear Supervisor Hayhoe,

It is with great pleasure that we pledge a total of \$200,000 dollars to Delhi Township for naming rights on the Hayhoe Trail project. This pledge will be fulfilled in the following manner: Half (\$100,000) in calendar year 2019, and half (\$100,000) in calendar year 2020. This donation is specifically designated to be used toward the construction of the Hayhoe Trail, which will go from the proposed Esker Landing project on Holbrook Circle southeasterly along Cedar Street to the south township line at College Road.

Once Delhi Township raises the balance of funds needed for the project from other sources, public and private, including the Ingham County Parks and Trails Millage Fund, the grant will be issued. This offer expires on December 31, 2020.

This proposed trail is on the Master Plans of Delhi Township, Ingham County Parks, Michigan Department of Transportation, and Tri-County Regional Planning. This route will be the next leg of trail construction that will ultimately connect Delhi Township to Mason and Dart Container Corporation, and link with the entire Ingham County trail network.

This proposed trail will substantially improve safety along the Cedar Street corridor and provide access to all the businesses and services available along the Cedar Street highway commercial district. It will improve the health, welfare and quality of life for people in the Delhi Township area and all of Ingham County.

We are very happy to participate in such a great project.

Sincerely,

A handwritten signature in cursive script that reads "Richard George Hayhoe".

Richard George Hayhoe

A handwritten signature in cursive script that reads "Lisa Hayhoe".

Lisa Hayhoe



200 North Foster Avenue  
Lansing, MI 48912  
lansingtrails.org

August 23, 2018

Tim Morgan  
Director  
Ingham County Parks

Dear Mr. Morgan,

Delhi Township will be applying to the Ingham County Parks and Trails Millage Fund by August 31, 2018, seeking grant funding for a non-motorized trail that will extend from the Holbrook Circle on Cedar Street and the Esker Landing Park and Trailhead, southeasterly along Cedar Street to the south Delhi Township line at College Road.

This proposed trail is on the Master Plans of Delhi Township, Ingham County Parks, Michigan Department of Transportation, and Tri-County Regional Planning. This route will be the next leg of trail construction that will ultimately connect Delhi Township to Mason, the Dart Container Corporation, and the entire Ingham County trail network.

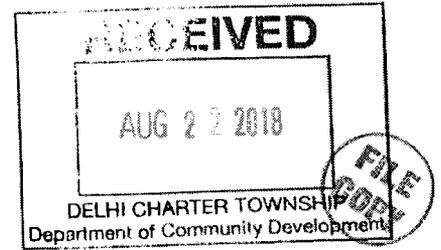
This proposed trail will substantially improve safety along the Cedar Street corridor and provide access to all the businesses and services available along the Cedar Street highway commercial district. It will improve the health, welfare and quality of life for people in the Delhi Township area and all of Ingham County.

The Friends of the Lansing Regional Trails support this application for grant funding.

Sincerely,

*Dana Graham*

Dana Graham, President  
Friends of the Lansing Regional Trails



8/21/18

Delhi Township

Supervisor John Hayhoe

Dear Supervisor Hayhoe,

It is with great pleasure that we pledge a total of \$200,000 dollars to Delhi Township for naming rights on the Hayhoe Trail project. This pledge will be fulfilled in the following manner: Half (\$100,000) in calendar year 2019, and half (\$100,000) in calendar year 2020. This donation is specifically designated to be used toward the construction of the Hayhoe Trail, which will go from the proposed Esker Landing project on Holbrook Circle southeasterly along Cedar Street to the south township line at College Road.

Once Delhi Township raises the balance of funds needed for the project from other sources, public and private, including the Ingham County Parks and Trails Millage Fund, the grant will be issued. This offer expires on December 31, 2020.

This proposed trail is on the Master Plans of Delhi Township, Ingham County Parks, Michigan Department of Transportation, and Tri-County Regional Planning. This route will be the next leg of trail construction that will ultimately connect Delhi Township to Mason and Dart Container Corporation, and link with the entire Ingham County trail network.

This proposed trail will substantially improve safety along the Cedar Street corridor and provide access to all the businesses and services available along the Cedar Street highway commercial district. It will improve the health, welfare and quality of life for people in the Delhi Township area and all of Ingham County.

We are very happy to participate in such a great project.

Sincerely,

  
Richard George Hayhoe

  
Lisa Hayhoe

**DELHI CHARTER TOWNSHIP**  
**DEPT. OF COMMUNITY DEVELOPMENT**

2074 Aurelius Road  
Holt, MI 48842-6320

Phone (517) 694-8281  
Fax (517) 694-1289



November 7, 2018

Tim Morgan, Director  
Ingham County Parks Department  
121 E. Maple Street, Suite 102  
Mason, MI 48854

RE: Holt to Mason Trail (Hayhoe Trail) – Delhi Township

Dear Tim:

I'm writing to provide information relative to the "Project Evaluation and Viability Report" prepared by Spicer Group for Delhi Township's proposed Holt to Mason (Hayhoe Trail) project. The comments and concerns listed in the Spicer evaluation are explored and additional information is presented below:

Issues raised:

Math Error

- There was indeed a math error of \$10 in the "millage funds requested" line item. This was a calculation error and has been corrected. I am attaching revisions to the first and third pages of the grant application to correct the error.

Phasing

- With regards to the question about phasing the trail into smaller projects, the Township offers the following considerations:
  - The proposed project has limited roadway crossings. Therefore, there is no logical break point. Choosing a location to break the project into two phases could be challenging.
  - Construction of the pathway could be scheduled to occur over two funding years, if the Township received a commitment of the remaining funding in the second year.
  - Please keep in mind that any phasing of the property could require additional preliminary engineering to develop bid documents for two separate projects. This would mean that mobilization and unit pricing may be impacted. These factors would both result in additional costs to the project.

Funding

- The Township is currenting utilizing a MDNR Trust Fund grant to construct a trailhead park at the north end of the proposed Holt to Mason Trail. Applying for another grant on the same trail would likely be unsuccessful. The increased costs associated with additional

administration and project reporting requirements would likely exceed the benefit of a grant with a \$300,000 maximum.

- The Township is not a local road agency. Therefore, applications for Transportation Alternatives Program (TAP) funding to the Michigan Department of Transportation (MDOT) would have to be submitted via the Ingham County Road Department (ICRD). In the past, when MDOT funding is involved, the Township must enter an agreement with the ICRD to facilitate the use of these funds. The ICRD already has other TAP funding requests that would compete with any application for the proposed trail.
  - In addition, the use of MDOT funding typically increases projects costs by at least 20% due to reporting and compliance issues. MDOT funding is already over committed for the next couple of years, further diminishing the likelihood that funding would be allocated for this project.
  - Finally, MDOT's preliminary review of this project indicates that they would want a trail head parking area at the south end of the proposed trail. There is no available property in this location. Therefore, it would significantly increase the cost of the project if easements or land needed to be acquired to install a parking lot.

#### Wayfinding

- Wayfinding signs were included in the list provided to Spicer Group, who is working with the County to develop a County-wide trail signage program. However, even if that project does not move forward, there is sufficient contingency in the cost estimate for this project to include wayfinding signage.

#### Township Match

- The Delhi Township Park millage was approved by voters on November 6<sup>th</sup>. Therefore, the local funding proposed in the Township's application for the Holt to Mason trail is available.

I hope that this information is helpful. If you have any question, or require additional information, please do not hesitate to ask. Thank you!

Sincerely,



Tracy LC Miller  
Director

cc: Melissa Buzzard, Ingham County Parks Department  
John B. Elsinga, Township Manger  
Todd Sneathen, Hubble, Roth & Clark

# 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.

APPLICANT		
Agencies: Delhi charter Township		Contact Person: Tracy Miller
Address: 2074 Aurelius Road		
City: Holt	State: MI	ZIP Code: 48842
Phone: 517-694-8261	Fax: 517-694-1289	Email: tracy.miller@delhitownship.com
PROJECT SUMMARY		
Project Title: Holt to Mason Trail, Phase 1 (to be named Hayhoe Trail)		
Total Amount Requested: \$3,543,380		
Distance of repaired/new construction in feet/miles:		
Trail/blue ways: 2.02 miles	Boardwalk: 0	Bridge: 0
<input checked="" 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 Attachment A. * (Small grants will be scored separately)		

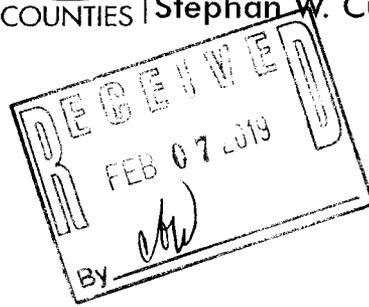
# Ingham County Trails and Parks Program Application

<b>ESTIMATED COSTS/BUDGET</b>		
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%.		
<b>EXPENSES</b>		
<b>Scope Item(s):</b>	<b>Quantity</b>	<b>Amount</b>
1-Acquisition/Right-of-Way/Easement/Permits		20,223
2-Design Engineering		150,000
3-Construction		3,034,500
4-Construction Engineering		303,700
5-Contingency		455,200
6-Other		40,000
7-Other		
<b>Other Fees (i.e., Permitting, etc...)</b>		
<b>Total Project Expenses</b>		<b>\$4,003,623</b>
<b>Provide detailed cost estimate for Project</b>		<b>\$ See Estimate in Attachments</b>
<b>APPLICANT FUNDS</b>		
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.		
<u>Local Contribution</u>		Amount \$ 200,000
<u>Other Grant Contributions</u>		
Name of Grantor(s)		Amount \$ _____ \$ _____
Name of Partner(s)		Amount \$ _____ \$ _____
Name of Donor(s)		Amount \$ 200,000 \$ _____
George and Lisa Hayhoe (cash)		
<u>In-Kind Support</u>		
Name of Organization	Description	Value
Delhi DDA	easement	\$ 20,223 \$ _____
<u>Other</u>		Amount \$ 40,000
Ingham County Preliminary Engineering Grant (not included Applicant Funds)		
<b>Total Applicant Funds</b>		<b>\$ 420,223</b>
<b>*Millage Funds REQUESTED (does not count as match)</b>		<b>\$ 3,583,399</b>
<b>*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses</b>		
<b>Total % of matching Funds</b>		<b>% 12 Match</b>

# MAC

MICHIGAN ASSOCIATION OF COUNTIES

110 W. Michigan Ave., Suite 200  
Lansing, MI 48933  
517-372-5374 Fax 517-482-4599  
www.micounties.org  
**Stephan W. Currie, Executive Director**



February 1, 2019

Board of Commissioners  
Ingham County  
PO Box 319  
Mason, MI 48854

Per the provisions in Article XIV (3) of the current Michigan Association of Counties By-laws, we have enclosed a copy of the proposed changes to said by-laws that will be voted on during a special Business Meeting on March 27, 2019, at the 2019 Legislative Conference in Lansing.

Changes must be approved by a majority vote of the individual members (commissioners) qualified to vote who are present and vote. In order to vote in the Business Meeting, a commissioner must be registered for the conference.

If there are any questions about this proposal, please contact MAC Executive Director Stephan W. Currie at 517-372-5374 or [scurrie@micounties.org](mailto:scurrie@micounties.org).

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Borton".

Ken Borton  
President  
Board of Directors

A handwritten signature in black ink, appearing to read "Stephan W. Currie".

Stephan W. Currie  
Executive Director

KB/drm

Enc.

Adopted

August 19, 2008

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## MICHIGAN ASSOCIATION OF COUNTIES BY-LAWS

### MISSION STATEMENT

The Michigan Association of Counties (sometimes referred to herein as "MAC" or the "Association") founded on February 1, 1898, is the only statewide organization dedicated to the representation of all county commissioners in Michigan.

MAC is a non-partisan, non-profit organization which advances education, communication and cooperation among county government officials in the state of Michigan. MAC is the counties' voice at the State Capitol, providing legislative support on key issues affecting counties.

### ARTICLE I. PURPOSE

The purpose of this Association shall be: to improve county and local governments through cooperative and mutual efforts; to develop a legislative program beneficial to county and local government and citizens thereof; to provide information and research for the collection, analysis, and dissemination of appropriate materials; to formulate, to sponsor and carry out, alone or in cooperation with others, educational projects and programs beneficial to county and local government; to sponsor annual conventions as well as other meetings and seminars for the study of problems and matters of concern to county and local government; to publish an official magazine along with other reports and bulletins on county and local matters; to establish and maintain a close working relationship with State government and other units of government; to render such other services as may be advisable; and to promote greater citizen awareness, understanding and participation of and in county and local government.

### ARTICLE II. GENERAL PROVISIONS CONCERNING MEMBERS

Section 1 - Classes of Members. There are three (3) classes of members with qualifications and rights as follows:

(a) Individual Members: All members of the county board of commissioners which is a member of this Association qualify as individual members by complying with these bylaws. A county commissioner who ceases to be a county commissioner shall thereupon cease to be an individual member.

(b) County Members: Any county ~~of in~~ the State of Michigan may become a county member by paying the dues herein set forth and complying with these bylaws.

(c) Affiliate Members: Associations or corporations organized for the purpose of fostering and promoting the improvement of local county government and its administration in this state may be admitted by the board of directors (hereafter "Board"). The membership dues of affiliate members shall be determined as hereinafter provided.

Section 2 - Voting Power. Only members of a county board of commissioners-individual commissioners from member counties and eligible individuals referenced in Article IV, Section 1(c) have the right to vote and hold MAC office. ~~Proxy-voting is not permitted.~~

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### ARTICLE III. GENERAL MEMBERSHIP MEETINGS

Section 1 - Annual Meeting. The annual meeting shall be at a time and place designated by the Board. At least ~~sixty~~thirty (30) days but not more than sixty (60) days prior notice shall be given personally, by U.S.-mail, or by electronic transmission (e.g. email) from the ~~e~~Executive Director to the members. ~~Unless specifically restricted in the notice, the purpose of any annual meeting shall be to elect the Board and conduct any other business that may come before the meeting.~~

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Section 2 - Special Meetings. Special meetings may be called at any time by the ~~Board President, or by a petition signed by the Chairs of twenty-five (25) percent of the member counties.~~ Such meeting shall be held at such time and place as shall be designated by the Board.

~~The executive-director~~Written notice of the time, place and purposes of a special meeting of members shall be given to each member personally, by mail, or by electronic transmission (e.g. email). ~~shall give at least ten (10) days notice but not more than sixty (60) days before the date of the meeting by U.S.-mail to each member.~~ No business shall be conducted at a special meeting except as specified in such notice.

Section 3 - Place of Meetings. Meetings shall be held in the State of Michigan. Caucuses may be called in conjunction with the NACo Conferences.

Section 4 - Quorum and Voting. When an action is to be taken by vote of the individual members, it shall be authorized by a majority of the votes cast by the individual members duly registered and present at a meeting, which may be held during the annual MAC conference or other MAC convention or conference. ~~The members who are present for the meeting. A majority of the individual members duly registered and present for a meeting~~ shall constitute a quorum for lawful purposes, including the election of directors.

Section 5 – Proxies. A proxy shall be operative if it is signed by the individual member and filed with the MAC President. Unless the proxy states otherwise, the proxy shall extend to all meetings of the individual members and shall remain in force one year from its date and no longer.

Section 65 - Platform. A member wishing to submit an amendment to the MAC Platform shall submit the amendment to the MAC President at least five (5) days prior to the opening day of the MAC Annual Conference. Such amendment will require a majority vote at the annual meeting to be adopted.

An amendment to the MAC Platform may be presented from the floor during the annual meeting. Such amendment will require a 2/3 majority vote of the members at the meeting at which a quorum is initially established to be adopted.

#### ARTICLE IV. MAC BOARD OF DIRECTORS

Section 1 - Number. The powers, business and property of MAC shall be exercised, conducted and controlled by a Board not to exceed ~~twenty-four~~<sup>sixteen (16)</sup> members, ~~until such time as there are only two~~ ~~at large~~ ~~directors as provided in subsection (c) below and then there shall be not more than twenty-three (23) directors.~~

(a) Regional Directors. Directors shall be selected in number from geographical areas set forth below. Regional caucuses shall be scheduled during the annual meeting or any other MAC conference as needed.;

Region 1 - Two (2) directors from the counties of Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, and Schoolcraft.

Region 2 - Two (2) directors from the counties of Antrim, Benzie, Charlevoix, Clare, ~~Emmet, Grand~~ Emmet, Grand Traverse, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Missaukee, Montcalm, Newaygo, Oceana, Osceola, and Wexford.

Region 3 - Two (2) directors from the counties of Allegan, Barry, Berrien, Branch, Calhoun, Cass, Eaton, Ionia, Kalamazoo, Kent, Muskegon, Ottawa, St. Joseph and Van Buren.

Region 4 - Two (2) directors from the counties of Clinton, Genesee, Hillsdale, Huron, Ingham, Jackson, Lapeer, Lenawee, Livingston, Sanilac, Shiawassee, St. Clair and Tuscola.

Region 5 - Three (3) directors from the counties of Macomb, Monroe, Oakland, Washtenaw, and Wayne; one (1) of the directors from Region 5 shall be a qualified, elected and serving member of the Wayne County Board of Commissioners elected by that body.

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Region 6 – Two (2) directors from the counties of Alcona, Alpena, Arenac, Bay, Cheboygan, Crawford, Gladwin, Gratiot, Iosco, Midland, Montmorency, Ogemaw, Oscoda, Oshego, Presque Isle, Roscommon, and Saginaw and Saginaw.

All caucus elections and nominations shall be reported to the MAC President immediately following the conclusion of the caucus meeting. The results of the election to the MAC Directors shall be posted at the MAC registration area immediately following the caucus meetings.

(b) At-Large – There are currently three (3) directors from the state at-large shall be who were chosen from the corporation/Association's individual membership. The next vacancy in an "at-large" position will not be replaced and, from that point forward, there will be two (2) "at-large" directors.

(c) Associations and Executives – Each of the following associations (or any applicable replacement of such organizations) shall elect one person to serve on the Board: (a) Michigan Sheriffs Association; (b) Prosecuting Attorneys Association of Michigan; (c) Michigan Association of Municipal Clerks/County Clerks; (d) Michigan Association of Registers of Deeds; (e) Michigan Association of Drain Commissioners; (f) Michigan Municipal Association of County Treasurers Association; and (g) Michigan Association of Administrators of County Administrative Officers. One person from the Michigan County Executives shall also serve on the Board, which position shall rotate among the members of the Michigan County Executives every two (2) years. In the following rotation:  
Oakland, Wayne, Macomb and Bay;

Section 2 - Election. Three (3) directors shall be elected annually from the individual members. The director shall take office immediately after election and shall serve for three (3) years unless sooner removed or replaced by a qualified elected successor. No director shall serve more than two-three (23) full three (3) year terms (including those who are currently serving in a director capacity) with the exception of those fulfilling a vacancy as provided in Section 12. The following rules shall apply to the election of directors:

(a) Prior to being elected as a director, each nominee in Section 1 shall complete an application prepared by the Board, which will include information related to such nominee and an affirmation that such person will commit to upholding MAC rules, standards, and expectations. No person may serve as a director unless the application is submitted to the Board at least thirty (30) days prior to the MAC annual conference (or another MAC conference at which an election shall occur).

(b) When a region shall have a director to be elected, the regional members shall caucus for the election. Election shall be based upon one vote for each county which has at least one individual member duly registered and present at the caucus.

(bc) (4) When a director-at-large is to be elected, a candidate who has submitted an application as provided in subsection (a) shall be nominated at a regional caucus where each member county has one vote. The voting within each county shall be based on one vote for each individual member within that county who is duly registered and present at the caucus meeting of the member counties; e Each region may nominate as many candidates as there are directors-at-large to be elected. The candidate who wins a simple majority of regional caucus elections shall be determined the winner. Directors-at-large shall be based upon one vote for each individual member duly registered and present at the business meeting. A floor vote shall take place if an individual member candidate fails to win a majority at the regional caucus elections. The director-at-large who wins a simple majority of caucus elections the floor votes shall be determined the winner.

~~(e) With respect to the elections and appointments from associations and executives as provided in Section 1(e) the Executive Board shall determine if the person elected by that organization is qualified and approved to serve on the Board. If the elected person is not approved by the Executive Board, that association or executive organization may elect another person to serve. If any association or executive group in Section 1(c) fails to elect a person to serve as director of the Board within the time required in this Section (or that person fails to submit an application as provided above), the Board may elect a person from that organization to serve as a director.~~

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~~(e)(d) The Executive Board shall have the authority to suspend any director of the Board and recommend that the director be removed from the Board if the director engaged in improper conduct or violated any Association rules or regulations as solely determined by the Executive Board. At its next meeting, the Board shall make a final determination as to whether the director shall be removed from the Board or reinstated.~~

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~~(e) Whenever a National Association of Counties' director is to be elected, election shall be at the annual caucus during the National Association of Counties annual meeting. The individual elected must be both a member of NACo and MAC.~~

~~The two (2) members who serve on the board of directors for the National Association of Counties shall be chosen as follows:~~

~~One (1) member shall be elected from the MAC Board of Directors by the MAC Board of Directors.~~

~~One (1) member shall be elected by and from the general membership and shall serve as an ex-officio member of the Board without the right to vote. Nomination and election shall be based upon one vote for each individual member of the corporation duly registered and present at the caucus. Ex-officio members shall not be counted when determining a Board quorum.~~

~~(d) Regional caucuses shall be scheduled during the annual meeting to take place on the second day of that meeting.~~

~~All caucus elections and nominations shall be reported to the MAC. President immediately following the conclusion of the caucus meeting. The results of the election to the MAC Directors shall be posted at the MAC registration area immediately following the caucus meetings.~~

Section 3 - Organizational Meeting of Directors. The Board shall meet immediately after the election of directors at the annual meeting (without notice) to conduct business and to elect and confirm: a pPresident; one or more vVice pPresidents; an eExecutive dDirector who shall be the sSecretary and tTreasurer of the corporationAssociation.

Section 4 - Regular Meetings. There shall be at least four RRegular meetings during each calendar year shall be at such times and places as the Board shall, from time to time, determine.

Section 5 - Special Meetings. Special meetings may be called by the pPresident, or a majority of the Board with written notice which includes the agenda items.

Section 6 - Place of Meetings. Meetings may be held within the State of Michigan or in conjunction with NACo Annual or Legislative Conferences.

Section 7 - Quorum. A majority of the Board shall constitute a quorum.

Section 8 - Vote of Board. When an action is to be taken by vote of the Board, it shall be authorized by a majority of the votes cast by the directors at a meeting at which a quorum is initially established unless a greater vote is required by law

Section 9~~8~~ - Waiver of Notice. Notice of time, place, and purpose of any meeting of the bBoard of dDirectors may be waived in writing before grand after such a meeting has been held.

Section 10 - Presence by Means of Telephone or Other Remote Communication. A member, director, or committee member may participate in any meeting by conference telephone or other means of remote communication if all individuals who are participating in the meeting can communicate with the other participants. Participation in a meeting pursuant to this section constitutes attendance in person at the meeting.

Section 11. - Action by Written Consent. Any action required or permitted to be taken at any meeting of the Board may be taken without a meeting if, before or after the action, all members of the Board shall have signed a written consent. Any such written consents shall be filed with the minutes of the proceedings of the Board or the committee. Written consent may be given by electronic transmission. An electronic transmission consenting to an action transmitted by a director is written, signed, and dated for purposes of this section if it is delivered with information from which the Association can determine that it was transmitted by the director and the date on which it was transmitted. The date on which an electronic

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transmission is transmitted is the date on which the consent is signed for purposes of this section. The President or his/her designee shall print or otherwise store a copy of each consent given by electronic transmission and file it with the Association's minutes.

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Section 129 - Vacancies. When a vacancy on the Board shall occur, a caucus from the region or regions affected shall take place at the next scheduled MAC Annual or Legislative-Conference (or any other MAC conference). The purpose of the caucus is to elect a qualified replacement to the Board. The elected replacement shall hold office for the unexpired term; if the elected replacement shall serve more than half of the unexpired term, it shall be considered as if such person has served one full term for purposes of term limits as provided in Section 2. If the person filling the vacancy shall serve less than half of the unexpired term, that person shall be permitted to serve up to three (3) additional full three (3) year terms. ~~shall be limited to serving only one full term in addition to the partial term. No Board member will be allowed to serve more than two (2) full three (3) year terms under any circumstances; serving the balance of an unexpired term shall count as a full three (3) year term for purposes of this restriction.~~

(a) Any director who ceases to be an individual member shall thereupon cease to be a member of the Board.

#### ARTICLE V. POWERS AND DUTIES OF DIRECTORS

The directors are authorized and obligated to:

- (a) conduct, manage, and control the affairs and business of MAC and shall possess all the powers granted by the laws of the State of Michigan.
- (b) have the custody and control of the funds of MAC and to designate the Executive Director or other person or persons to sign orders upon said funds.

#### ARTICLE VI. NATIONAL ASSOCIATION OF COUNTIES BOARD

Whenever a National Association of Counties' ("NACo") director is to be elected, election shall be at the NACo annual meeting. The individual elected must be both a member of NACo and MAC.

The two (2) members who serve on the Board of Directors for NACo shall be chosen as follows:

- (a) One (1) member shall be the President of MAC.

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(b) One (1) member shall be the Immediate Past President unless such person is unable or unwilling to serve. If the Immediate Past President does not serve in such capacity, then the President shall have the discretion to appoint another person.

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#### ARTICLE VII. OFFICERS

Section 1 - Designation. The officers shall be: a ~~p~~President, ~~one or more~~ ~~first~~ ~~v~~Vice ~~p~~President, a second Vice Presidents (with automatic succession where the second Vice President succeeds to the first Vice President and the first Vice President succeeds to the President unless the Board of Directors elects otherwise as provided in Section 2); and an ~~e~~Executive ~~d~~Director, who shall be the ~~s~~Secretary and ~~t~~Treasurer of the ~~corporation~~Association. The officers must be members of the ~~b~~Board of ~~d~~Directors, provided the ~~e~~Executive ~~d~~Director need not be a director or a member of MAC. The incoming President's term of office shall begin at the conclusion of the annual meeting. No person shall serve in an officer position more than one full term with the exception of the Executive Director (who shall serve as the Secretary and Treasurer as long as that person remains the Executive Director).

Section 2 - Election and Term of Office. An officer shall be elected by the Board at the annual meeting and shall hold office for one year, unless sooner removed, or until a successor is elected. When a vacancy shall occur, the Board shall elect a qualified replacement at its next regular meeting or special meeting called for that purpose; the successor shall hold office for the unexpired term of said office unless sooner removed.

Section 3 - Other officers. The Board may appoint and enter into contracts of employment with the ~~e~~Executive ~~d~~Director and other agents and employees, including counsel. Compensation shall be set by the Board. Such officers shall have such powers as the Board may lawfully delegate.

Section 4 - President. The ~~p~~President shall preside at all meetings of the members of the ~~corporation~~Association, and at all meetings of the Board. The ~~p~~President may call special meetings of the ~~corporation~~Association of the Board. The President shall execute documents requiring the signature of the chief officer and appoint all committee members. The ~~p~~President shall perform and discharge such other duties and shall have such powers as the Board may, from time to time, prescribe.

Section 5 - Vice Presidents. The first Vice President and second Vice President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President and shall perform any other duties that the Board or the President may from time to time prescribe. The first Vice President shall be the first in the order of succession to the President's responsibilities.

Section 6 - Immediate Past President. The Immediate Past President shall serve in an advisory capacity to the Board and the Executive Committee.

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Section 57. Executive Director. The Executive Director shall manage the affairs of the Association under the general control of the Board. The Executive Director shall hire, supervise and terminate employees to assist in accomplishing the work of MAC. The Executive Director shall prepare an annual budget for the estimated receipts and expenditures of MAC and shall submit same to the Board for approval. The Executive Director shall cause to be taken accurate minutes of all meetings of MAC, the Board and the executive committee. The Executive Director shall: conduct the correspondence of the Association and mail notices required by the bylaws; collect and receive all monies due to MAC and keep an accurate account thereof; exercise the usual functions of the Secretary and Treasurer; and perform such other duties as the Board prescribes.

Section 8 - Treasurer. The Treasurer shall be the chief financial officer and shall have custody of all corporate funds and securities. The Treasurer shall keep in the Association's books full and accurate accounts of all receipts and disbursements. The Treasurer shall deposit all moneys, securities and other valuable effects in the depositories designated for that purpose by the Board. The Treasurer shall disburse the funds of the Association, as ordered by the Board, obtaining proper receipts or vouchers for the disbursements. The Treasurer shall render to the President and directors at the regular meetings of the Board, and whenever requested by them, an account of all of the Treasurer's transactions and of the financial condition of the Association.

Section 9 - Secretary. The Secretary shall attend all meetings of the members and the Board, and shall preserve in books of the Association, true minutes of the proceedings of all such meetings. The Secretary shall give all notices required by statute, bylaw or resolution, and shall perform any other duties delegated by the Board or the President.

**ARTICLE VIII. COMMITTEES**

Section 1 - Standing Committees. Standing committees are hereby authorized by the Association. The standing committees of the Association and their general areas of responsibility shall be as follows:

- (a) Executive Committee. The Executive Committee may meet between Board meetings and, subject to any restrictions imposed by the Board or Michigan law, shall have and exercise the authority of the Board in the management of the business of the Association. The members of the Executive Committee shall be the President, First Vice President, Second Vice President, Immediate Past President, Secretary, Treasurer, and Executive Director. The President, First Vice President, and Second Vice President shall be the only individuals who have the right to vote with the exception that the Immediate Past President shall have the right to vote only if that person is also serving a term on the Board. The Secretary, Treasurer, and Executive Director shall serve in advisory capacities to the Executive Committee. At each Board meeting: (a) the Chairman of the Executive Committee shall deliver a report of the Executive Committee meetings and (b) any actions taken by the Executive Committee since the previous Board meeting.

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(b) ~~Finance Committee. The Finance Committee shall be responsible for oversight of the financial condition of the Association, including but not limited to recommendations as to the budget and signing check registers. The members of the Finance Committee shall be the President, first Vice President, and three other Board members appointed by the President. One person, chosen by the President, shall serve as the Finance Chairman but such person shall be someone other than the President.~~

~~Section 2 - Appointment of Other Committees. The pPresident may shall appoint other standing committees and special committees along with chairpersons and vice chairpersons.~~

~~This includes responsibility for: internal membership, full membership, and membership to such special committees as the Board deems necessary for the conduct of the work of MAC. Such committees act in an advisory capacity to the Board and to MAC. In addition, the president, upon approval of the Board, may appoint subcommittees and ad hoc committees with service determined by the board of directors.~~

~~Section 32 - Term. All appointments shall be at the pleasure of the pPresident and shall terminate at the next annual meeting of the members of the corporation Association.~~

~~Section 43 - Ex-officio Members. The president and the eExecutive dDirector shall be an ex-officio members of all committees without the right to vote.~~

ARTICLE IXVIII. DUES

Section 1. ~~As of July 1, 1985, mMembers~~ shall pay dues as follows:

Dues shall be based upon two components; a Per Capita Wealth component and State Equalized Value (SEV) assessment component which are added together to derive the total amount assessed each county.

The Per Capita Wealth component shall be based on the following formula:

County SEV divided by County Population equals a per capita dollar amount. This per capita dollar amount divided by the total per capita dollar amount for the State equals a percentage of the total State held by each county. The percentage figure is multiplied by 30 percent of the total dues income for MAC to derive the assessment for each county.

The SEV component is assessed based on the following schedule and assessed progressively for each one millionth dollar. Each county shall be assessed the same amount for SEV dollars falling in a given category.

<u>More Than</u>	<u>But less than or equal to</u>	<u>\$/Million SEV</u>
0	100,000,000	\$0.00
100,000,000	350,000,000	7.50
350,000,000	700,000,000	5.00
700,000,000	1,400,000,000	3.50
1,400,000,000	2,750,000,000	2.50
2,750,000,000	4,500,000,000	1.50
4,500,000,000	9,000,000,000	1.10
9,000,000,000		.90

Section 2. Each affiliate member shall pay dues in the amount determined by the Board but not less than \$200.00 per year. Dues shall be payable in advance on or before the first day of April of each year.

Section 3. Notwithstanding anything to the contrary found in this section, for a county to participate as a voting member at the annual membership meeting individual membership dues must be paid on or before June 30 of the year in which such meeting is held. The Board may, by resolution, waive this requirement.

**ARTICLE IX. SEMI-ANNUAL REGIONAL MEETINGS**

~~Semi-annual meetings are encouraged to be held in the six (6) regional districts, as set forth in Article IV, for the purpose of administration and to promote cooperation among the counties.~~

**ARTICLE X. EDUCATION PROJECTS AND PROGRAMS**

~~MAC shall formulate, sponsor and carry out, alone or in cooperation with others, such educational projects and programs as are authorized by the Board. The Board shall vigorously promote such education projects and programs to the extent that resources and overall welfare of the cooperation permit; the Board shall have authority to solicit, accept, and use gifts and grants in connection with the educational projects and programs.~~

**ARTICLE XI. RULES OF PROCEDURE**

The latest revised edition of Robert's Rules of Order shall govern the conduct of all meetings except as provided in these bylaws.

ARTICLE XII. FISCAL YEAR

The fiscal year of the ~~corporation~~Association shall begin on the first day of July.

ARTICLE XIII. ADMINISTRATIVE RULES

The Board may, by resolution, pass such rules and administrative regulations as are necessary to carry out the intent of these bylaws.

ARTICLE XIIIIV. AMENDMENTS

These bylaws may be amended at any annual meeting or special meeting by the Board or at an annual meeting by a majority vote of the individual members qualified to vote who are present and vote; provided an amendment may be submitted only by one of the following:

- (1) recommendation of the Board approved by a majority of the entire Board;
- (2) request of the governing body of ten (10) county members, shall be made in writing to the ~~e~~Executive ~~d~~Director before June 1st of any year at least thirty (30) days before the annual meeting; or
- (3) petition signed by five (5) individual members in good standing from each of ten (10) county members, filed with the ~~e~~Executive ~~d~~Director at least thirty (30) days before the annual meeting before June 1st of any year.

The ~~e~~Executive ~~d~~Director shall mail notice or send notice by electronic transmission (email) to members authorized to vote ~~proceeding~~, at least ten (10) days prior to the next annual meeting or special meeting; provided, the failure to give such notice shall not invalidate action taken at the next annual meeting on a request or petition filed under Article XV (2) or (3) but not acted upon.

ARTICLE XIV. INDEMNIFICATION

~~MAC may indemnify officers, directors, employees, agents and fiduciaries to the fullest extent authorized or permitted under law where such person, and his/her heirs, executors, administrators and legal representatives, is made or threatened to be made a party to an action, suit or proceeding (whether civil, criminal, administrative or investigative) by reason of the fact that such person is or was a director, officer, employee or~~

agent, MAC serves or served any other enterprise at the request of MAC. Without limiting the generality of the foregoing, the following provisions shall apply:

~~Section 1 Third Party Actions. MAC may indemnify (with respect to directors) and may indemnify (with respect to officers, employees, agents and fiduciaries) any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of MAC) by reason of the fact that the person is or was serving at the request of MAC as a director, officer, employee, agent or fiduciary of another corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by the person in connection with such action, suit or proceeding if he/she acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of MAC and with respect to any criminal action or proceedings, had no reasonable cause to believe the conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in or not opposed to the best interests of MAC and, with respect to any criminal action or proceeding, had reasonable cause to believe that the conduct was unlawful.~~

~~Section 2 Actions in the Right of MAC. MAC may indemnify officers, directors, employees, agents and fiduciaries of any person who was or is a party to or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of MAC to procure a judgment in its favor by reason of the fact that he/she is or was a director, officer, employee, agent or fiduciary of MAC, or is or was serving at the request of MAC as a director, officer, employee, agent or fiduciary of another corporation, partnership, joint venture, trust or other enterprise against expenses (including attorneys' fees) actually and reasonably incurred by him/her in connection with the defense or settlement of such action or suit if the person acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of MAC except that no indemnification shall be made in respect of any claim, issue or matter as to which the person shall have been adjudged to be liable for negligence or misconduct in the performance of his/her duty to MAC unless and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which such court shall deem proper.~~

~~Section 3 Mandatory and Permissive Payments. To the extent that a director, officer, employee, agent or fiduciary of MAC has been unsuccessful on the merits or otherwise in defense of any action, suit or proceeding referred to in Sections 1 and 2, or in defense of any claim, issue or matter therein, he/she shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by the person in connection therewith. Any indemnification under Sections 1 and 2 (unless ordered by a court) shall be made by MAC only as authorized in the specific case upon a determination that indemnification of the director, officer, employee or agent is properly in the circumstances because the person has met the applicable standard of conduct set forth in Sections 1 and 2. The determination shall be made in any of the following ways:~~

\_\_\_\_\_ (a) By a majority vote of a quorum of the Board consisting of directors who were not parties to the action, suit, or proceeding;

\_\_\_\_\_ (b) If the quorum described in Section 3 (a) is not obtainable, then a majority vote of a committee of directors who are not parties to the action, which committee shall consist of not less than two (2) disinterested directors;

\_\_\_\_\_ (c) By independent legal counsel selected by MAC and satisfactory to any indemnitee, in a written opinion;

\_\_\_\_\_ (d) In any other manner permitted by applicable law.

Section 4—Expense Advances. Expenses incurred in defending a civil or criminal action, suit or proceeding described in Sections 1 and 2 may be paid by MAC in advance of the final disposition of such action, suit or proceeding as authorized in the manner provided in Section 3 upon receipt of an undertaking by or on behalf of the director, officer, employee, agent or fiduciary to repay such amount unless it shall ultimately be determined that the person is entitled to be indemnified by MAC.

Section 5—Validity of Provisions. A provision made to indemnify directors or officers of any action, suit or proceeding referred to in Sections 1 and 2 whether in these bylaws, or in a resolution of directors, an agreement or otherwise, shall be invalid only insofar as it is in conflict with Sections 1 to 5. Nothing contained in Sections 1 to 5 shall affect any rights or indemnification to which persons other than directors and officers may be entitled by contract or otherwise by law. The indemnification provided in this Article XVI shall be deemed to be a contractual obligation which may only be terminated or reduced in scope prospectively and such indemnification shall continue as to a person who has ceased to be a director, officer, employee or agent and shall inure to the benefit of the heirs, executors, and administrators of such person.

Section 6—Insurance. MAC may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, agent or fiduciary of MAC or is or was serving at the request of MAC as a director, officer, employee, agent or other enterprise against any liability asserted against the person and incurred by the person in any such capacity or arising out of his/her status as such, whether or not MAC would have power to indemnify the person against such liability under Sections 1 to 5.

Section 1 Nondervivative Actions. Subject to all of the other provisions of this article, the Association shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, This includes any civil, criminal, administrative, or investigative proceeding, whether formal or informal (other than an action by or in the right of the Association). Such indemnification shall apply only to a person who was or is a director or officer of the Association, or who was or is serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust or other enterprise, whether for profit or not for profit. The person shall be indemnified and held harmless against expenses (including attorney fees), judgments, penalties, fines, and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit, or proceeding, if the person acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the

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Association or its members. With respect to any criminal action or proceeding, the person must have had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or on a plea of *nolo contendere* or its equivalent, shall not by itself create a presumption that (a) the person did not act in good faith and in a manner that the person reasonably believed to be in or not opposed to the best interests of the Association or its members or (b) with respect to any criminal action or proceeding, the person had reasonable cause to believe that his or her conduct was unlawful.

Section 2. Derivative Actions. Subject to all of the provisions of this article, the Association shall indemnify any person who was or is a party to, or is threatened to be made a party to, any threatened, pending, or completed action or suit by or in the right of the Association to procure a judgment in its favor because (a) the person was or is a director or officer of the Association or (b) the person was or is serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, whether or not for profit. The person shall be indemnified and held harmless against expenses (including actual and reasonable attorney fees) and amounts paid in settlement incurred by the person in connection with the action or suit if the person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the Association or its members. However, indemnification shall not be made for any claim, issue, or matter in which the person has been found liable to the Association unless and only to the extent that the court in which the action or suit was brought has determined on application that, despite the adjudication of liability but in view of all circumstances of the case, the person is fairly and reasonably entitled to indemnification for the expenses that the court considers proper.

Section 3. Expenses of Successful Defense. To the extent that a person has been successful on the merits or otherwise in defense of any action, suit, or proceeding referred to in Sections 1 or 2 of this Article, or in defense of any claim, issue, or matter in the action, suit, or proceeding, the person shall be indemnified against expenses (including actual and reasonable attorney fees) incurred in connection with the action and in any proceeding brought to enforce the mandatory indemnification provided by this article.

Section 4. Contract Right; Limitation on Indemnity. The right to indemnification conferred in this article shall be a contract right and shall apply to services of a director or officer as an employee or agent of the Association as well as in such person's capacity as a director or officer. Except as provided in Section 3 of this Article, the Association shall have no obligations under this article to indemnify any person in connection with any proceeding, or part thereof, initiated by such person without authorization by the board.

Section 5. Determination That Indemnification is Proper. Any indemnification under Sections 1 or 2 of this Article (unless ordered by a court) shall be made by the Association only as authorized in the specific case. The Association must determine that indemnification of the person is proper in the circumstances because the person has met the applicable standard of conduct set forth in Sections 1 or 2, whichever is applicable. The determination shall be made in any of the following ways:

(a) By a majority vote of a quorum of the board consisting of directors who were not parties to such action, suit, or proceeding.

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(b) If the quorum described in clause (a) above is not obtainable, by a committee of directors who are not parties to the action. The committee shall consist of not less than two disinterested directors.

(c) By independent legal counsel in a written opinion.

(d) By the members.

Section 6. Proportionate Indemnity. If a person is entitled to indemnification under Sections 1 or 2 of this Article for a portion of expenses, including attorney fees, judgments, penalties, fines, and amounts paid in settlement, but not for the total amount, the Association shall indemnify the person for the portion of the expenses, judgments, penalties, fines, or amounts paid in settlement for which the person is entitled to be indemnified.

Section 7. Expense Advance. Expenses incurred in defending a civil or criminal action, suit, or proceeding described in Sections 1 or 2 of this Article may be paid by the Association in advance of the final disposition of the action, suit, or proceeding on receipt of an undertaking by or on behalf of the person involved to repay the expenses, if it is ultimately determined that the person is not entitled to be indemnified by the Association. The undertaking shall be an unlimited general obligation of the person on whose behalf advances are made, but it need not be secured.

Section 8. Nonexclusivity of Rights. The indemnification or advancement of expenses provided under this article is not exclusive of other rights to which a person seeking indemnification or advancement of expenses may be entitled under a contractual arrangement with the Association. However, the total amount of expenses advanced or indemnified from all sources combined shall not exceed the amount of actual expenses incurred by the person seeking indemnification or advancement of expenses.

Section 9. Indemnification of Employees and Agents of the Association. The Association may, to the extent authorized from time to time by the board, grant rights to indemnification and to the advancement of expenses to any employee or agent of the Association to the fullest extent of the provisions of this article with respect to the indemnification and advancement of expenses of directors and officers of the Association.

Section 10. Former Directors and Officers. The indemnification provided in this article continues for a person who has ceased to be a director or officer and shall inure to the benefit of the heirs, executors, and administrators of that person.

Section 11. Insurance. The Association may purchase and maintain insurance on behalf of any person who (a) was or is a director, officer, employee, or agent of the Association or (b) was or is serving at the request of the Association as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise. The insurance may protect against any liability asserted against the person and

incurred by him or her in any such capacity or arising out of his or her status as such, whether or not the Association would have power to indemnify against liability under this article or the laws of the state of Michigan.

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Section 12. Changes in Michigan Law. If there are any changes in the Michigan statutory provisions applicable to the Association and relating to the subject matter of this article, the indemnification to which any person shall be entitled shall be determined by the changed provisions, but only to the extent that the change permits the Association to provide broader indemnification rights than the provisions permitted the Association to provide before the change.

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Section 7-13 - Constituents. For the purpose of this Article, references to MAC include all constituents and a person who is or was a director, officer, employee, agent or fiduciary of such constituent, or is or was serving at the request of such constituent as a director, officer, employee, agent or fiduciary of another corporation, partnership, joint venture, trust or other enterprise shall stand in the same position under the provisions of this Article with respect to the resulting or surviving corporation as he/she would if the person had served the resulting or surviving corporation in the same capacity. In addition, by a separate indemnity agreement, the provision of this Article shall apply to any wholly owned subsidiary of MAC. "Constituents" includes Michigan Association of Counties Service Corporation, Michigan Association of Counties Workers' Compensation Fund and Michigan Association of Counties Unemployment Insurance Fund and all related entities.

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

**RESOLUTION # 19 –**

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 January 22, 2019 as submitted.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Koenig **Approved 02/05/2019**



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE PURCHASE OF THE INGHAM COUNTY  
SHERIFF DEPARTMENT/HOMELAND SECURITY DIVISION'S USED COMMAND CENTER  
TRUCK & PURCHASE OF ONE NEW SPORT UTILITY VEHICLE FOR THE INGHAM COUNTY  
ROAD DEPARTMENT; AND RELATED MODIFICATION TO THE ROAD DEPARTMENT'S  
2019 CAPITAL IMPROVEMENT PLAN**

**RESOLUTION # 19 –**

WHEREAS, The Ingham County Sheriff Department/Homeland Security division plans to sell, and the Ingham County Road Department (ICRD) seeks to purchase, one used mobile Command Center Unit, which is essentially a roll-off type, single axle, flat-bed truck and related pod-type van unit, to augment and upgrade functionality to ICRD's older similar truck used for vehicle recovery and general flat-bed transport; and

WHEREAS, Ingham County Sheriff Department (ICSD) purchased the former Command Center Unit with a FY2005 Federal grant for the State Homeland Security Program in 2007 and has now replaced the Command Center Unit with a new unit, which has resulted in the former Command Center Unit becoming available to ICRD at a cost of \$30,000 to satisfy the terms of the original Homeland Security grant; and

WHEREAS, ICRD finds the subject Command Center Unit at a cost of \$30,000 a good value for the type, condition and age of the vehicle; and

WHEREAS, ICRD also currently needs one additional new Sport Utility Vehicle (SUV) for ICRD engineering staff and related equipment transportation on road projects; and

WHEREAS, SUV's and other new, standard vehicle types are typically purchased under the State of Michigan's MIDEAL cooperative purchasing program to take advantage of the state's larger bidding and purchasing program which results in more favorable unit pricing; and

WHEREAS, the preferred SUV is estimated to cost \$25,000 through MIDEAL; and

WHEREAS, if the above indicated two vehicle purchases are approved, ICRD's previously approved 2019 Capital Improvement Plan (CIP) will need to be adjusted to include purchase of the used ICSD Command Center Unit and purchase of one new SUV vehicle for a total of \$55,000 for both vehicles, as shown on the attached, proposed CIP; and

WHEREAS, ICRD's adopted 2019 budget includes \$397,678 in Capital Outlay for vehicles and road equipment; and

WHEREAS, ICRD's approved 2019 CIP currently indicates two tandem truck replacements currently estimated at a total of \$340,000 for both trucks, and thus \$57,678 would remain available in ICRD's 2019 budget and CIP

for purchase of the used ICSD Command Center truck and purchase of one new SUV through MIDEAL, again estimated at \$55,000 total for both vehicles; and

WHEREAS, it is also the recommendation of the Ingham County Purchasing Department to proceed with the two vehicle purchases described above;

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the purchase of one used Command Center Unit truck as described above from ICSD at a cost to the ICRD of \$30,000.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the purchase of one new SUV through MIDEAL at an estimated cost of \$25,000.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes amending ICRD's previously approved 2019 Capital Improvement Plan (CIP) to include purchase of the used ICSD Command Center Unit truck and purchase of one new SUV vehicle through MIDEAL for a total of \$55,000 for both vehicles, as shown on the attached, proposed CIP.

BE IT FURTHER RESOLVED, the Financial Services and Purchasing Departments are hereby authorized to execute the two above-described vehicle purchases with any necessary documents on behalf of the County.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

## 2019 CAPITAL BUDGET REQUEST FORM

**DEPARTMENT:** Road (Proposed amendment—January, 2019)

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
1	2 tandem truck replacements at \$170,000 each	F/E	Renew
2	1 used Sheriff Dept. Command Center Unit at \$30,000	F/E	Renew
3	New SUV thru MIDEAL at \$25,000	F/E	Renew

	<u>2019</u>
ESTIMATED CAPITAL COST OF PROJECT	\$395,000
NEW OPERATING COSTS	0
TOTAL PROJECT COST	\$395,000
<b>SOURCES OF FUNDING (DESCRIBE)</b>	
Road Fund—201 (MVH revenue) Capital Road Equipment 2019 approved Budget	\$397,678
TOTAL SOURCES	\$397,678

**BRIEF DESCRIPTION OF PROJECT:**

Following vehicle purchases to replace and/or augment existing older vehicles of similar type:  
 Replacement of two tandem plow/dump trucks (Approved on original CIP).

\*Purchase of 1 used Ingham County Sheriff Dept. Command Center Unit--single axle, roll-off type flat-bed truck and related pod-type van unit.

\* Purchase of one new Sport Utility Vehicle through MIDEAL for engineering department use on county road projects.

\*Items proposed this amendment.

Introduced by the County Services and Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO EXTEND ADMINISTRATIVE LEAVE TIME  
AND TO AMEND SUSPENSION OF OPERATIONS POLICY**

**RESOLUTION # 19 –**

WHEREAS, on January 26, 2016 the Ingham County Board of Commissioners approved Resolution 16-010 to adopt a Suspension of Operations Policy; and

WHEREAS, the Policy is intended to provide a framework for action and response when situations arise requiring the suspension of some or all County functions; and

WHEREAS, the Policy allows the Controller and the Chairperson of the Board of Commissioners to declare a maximum of 16 hours per calendar year as paid administrative leave to compensate employees impacted by a suspension of operations; and

WHEREAS, the Policy requires that any further loss of compensation by employees beyond the maximum 16 hours must be compensated by use of compensatory, vacation or sick time or employees will be uncompensated; and

WHEREAS, an unusual, potentially life-threatening weather event resulted in suspension of County operations over three days on January 28, 30 and 31, a total of 24 hours; and

WHEREAS, the Board of Commissioners wishes to compensate employees at their normal compensation rates during this period of suspended operations; and

WHEREAS, the Board of Commissioners wishes to amend the Policy to address future periods of suspended operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners declares that January 28, 30 and 31 shall be considered as paid administrative leave days to compensate employees impacted by a suspension of operations, and that remuneration for these days shall be calculated as stated in the Policy and applicable collective bargaining agreements.

BE IT FURTHER RESOLVED, that Section D.2.d of the Suspension of Operations Policy is stricken from the Policy and replaced with a new Section D.3 as follows:

3. In a situation where the Controller and the Chairperson of the Board of Commissioners act to close departments of the County or the entire County, the period of closure shall be considered as paid administrative leave time to compensate impacted employees.

BE IT FURTHER RESOLVED, that the current Section D.3 shall be renumbered as Section D.4.

BE IT FURTHER RESOLVED, that these policy changes shall have immediate effect upon adoption of this Resolution.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF THE INTERNET AND VOICE SERVICES  
PROVIDED BY EVERSTREAM**

**RESOLUTION # 19 –**

WHEREAS, Ingham County currently utilizes Everstream for our Internet, connectivity between sites, and our main voice services; and

WHEREAS, ITD desires to continue with Everstream and increase the service available to our departments at no increase to our budgeted amount; and

WHEREAS, the current agreement will expire on March 31<sup>st</sup>, 2019 unless renewed; and

WHEREAS, the requested annual contract amount is in the 2019 budget; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the Internet and Voice Services from Everstream in the amount not to exceed \$138,000.00 per year for three years with the option to add additional years.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Communication Fund Telephone and Long Distance accounts (636-26600-921053 and 63626600-921060 respectively).

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:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF THE  
SEAMLESSDOCS LICENSING SUBSCRIPTION**

**RESOLUTION # 19 –**

WHEREAS, SeamlessDocs is a sole sourced comprehensive forms engine and eSignature platform heavily utilized by government entities; and

WHEREAS, utilization of the SeamlessDocs application by the County provides County constituents a higher level of service concerning response times and approvals; and

WHEREAS, the current licensing subscription agreement will expire on February 19<sup>th</sup>, 2019 unless renewed; and

WHEREAS, the annual contract amount is in the 2019 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the Seamless Docs licensing subscription in the amount not to exceed \$24,720.00 per year for 5 years.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Contract 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:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ENTER INTO AN EMPLOYMENT AGREEMENT WITH WILLIAM FOWLER  
TO SERVE AS INGHAM COUNTY EQUALIZATION DIRECTOR**

**RESOLUTION # 19 –**

WHEREAS, the Michigan General Property Tax Act (MCL 211.34(3)) requires that the Board of Commissioners appoint an Equalization Director; and

WHEREAS, the Equalization Director Search Committee unanimously recommended appointment of William Fowler as Ingham County Equalization Director; and

WHEREAS, Resolution 18-489 authorized the Controller/Administrator and Human Resources Director to negotiate an employment agreement with William Fowler to serve as Ingham County Equalization Director with a total compensation package not to exceed \$130,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints and enters into the attached employment agreement with William Fowler to serve as Ingham County Equalization Director with a total compensation package of \$128,457, subject to the same annual percentage increase in compensation as determined for Managerial/Confidential employees beginning January 1, 2020.

BE IT FURTHER RESOLVED, this agreement will begin February 25, 2019 and continue, unless terminated by either party as outlined in the attached agreement.

BE IT FURTHER RESOLVED, that for the duration of this agreement the position of Ingham County Equalization Director shall be opted out of the Michigan Employment Retirement System Hybrid Plan.

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:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

**COUNTY OF INGHAM EQUALIZATION DIRECTOR  
EMPLOYMENT AGREEMENT**

**THIS EMPLOYMENT AGREEMENT**, effective February 25, 2019, is made and entered into by and between **County of Ingham**, a municipal corporation and political subdivision of the State of Michigan, acting through the Board of Commissioners of the County of Ingham ("Board" or "Employer"), and **William Fowler** ("Employee").

**WITNESSETH:**

**WHEREAS**, the Michigan General Property Tax Act (MCL 211.34(3)) requires that the Board of Commissioners appoint an Equalization Director; and

**WHEREAS**, the Employee desires to provide such services as the Equalization Director and is qualified to perform the same.

**NOW, THEREFORE**, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** between the parties as follows:

1. **Employment**. The Employee will be employed as the Equalization Director for the County of Ingham, upon the terms and conditions in this Agreement. It is expressly understood and agreed by the Board and the Employee that the Employee will be an "at-will" employee of the Board, serving at the pleasure of the Board. Employee represents that he holds all certificates and other qualifications required to perform the duties set forth herein. The Board may terminate the Employee upon 30 calendar days' prior written notice without cause or immediately upon notice for cause. The Employee may terminate his employment at any time upon 14 calendar days' prior written notice to the Board.

2. **Scope of Services:**

A. The Employee will perform such duties and responsibilities of the Equalization Director as required and directed by the Board and in accordance with the policies and directives of the County and the laws of the State of Michigan.

The Employee agrees that at all times he will faithfully and to the best of his ability, experience and talents perform all the duties that may be required as the Equalization Director. The Employee will report to the Board and such specific commissioners or County staff as may be designated by the Board from time to time in its discretion.

B. While employed under this Agreement, the Employee will abide by, enforce, and comply with the policies and governance directives of the Employer.

- C. The Employee agrees to represent the Employer and its essential interests at appropriate meetings and by means of correspondence as authorized by policy or directives of the Employer.
- D. It is understood and agreed by the parties that in order to perform the expectations of the Employer under this Agreement the Employee will devote (1) whatever time and attention is necessary and (2) that the endeavor will require at a minimum the full time effort of at least forty (40) hours per week toward the discharge of the Employee's duties and responsibilities set forth in this Agreement. The parties understand that the employment is that of a salaried Equalization Director and is subject to irregular work hours and demands.

3. **Term.** The term of this Agreement will commence on February 25, 2019, and continue, unless terminated by either the Board or Employee, with or without cause, pursuant to the termination provisions of this Agreement.

4. **Return of Property.** Upon termination of employment, the Employee will return all documents, correspondence, files, papers or property of any kind, of all type or nature pertaining to the Employer, which the Employee may possess or control, and will sign a statement verifying return of such property.

5. **Compensation:**

- A. The Board will pay, and the Employee will receive, an annual salary of \$128,456.20 (\$130,000.00 less the current waiver for medical/hospitalization insurance of \$128.65/mo.) effective at the beginning of the term of this Agreement, in accordance with County policy to be paid in bi-weekly installment payments, for services rendered pursuant to this Agreement.

On January 1, 2020, and continuing on or after January 1 of subsequent years, the Employee will receive the same annual percentage increase, if any, as is determined for executive County employees. It is agreed between the parties that the Employee is exempt from the overtime provisions of the Federal Fair Labor Standards Act and that the Employee will not be entitled to and will not receive overtime compensation. In the event of termination of employment, the Employee's salary will be prorated to the effective date of termination.

- B. The Board may further increase the salary and/or other benefits of the Employee in such amounts and to the extent as the Board, in its sole discretion, may desire.

- C. The Employer will provide and pay for professional liability insurance for the Employee, in addition to all other liability insurance coverage provided by the County for its employees.

6. **Fringe Benefits.** Effective upon eligibility, the Employee will be entitled to the following fringe benefits as provided by the Board to its other executive Employees:

- A. Benefits as set forth in the County's Managerial and Confidential Employee Personnel Manual, except for the Retirement Plan (the Employee has elected to irrevocably opt out of the MERS Hybrid Plan and the Employer will pass a resolution to satisfy the requirements of the MERS plan to accomplish this opt-out).
- B. Participation in the County's Health Plan is available to the Employee. Employee is eligible for and has elected to take the waiver for medical/hospitalization insurance (\$128.65/mo.). Employee is entitled to receive the same annual adjustment in the waiver amount per the Managerial and Confidential Employee Personnel Manual. The Employer will not adjust Employee's annual salary based upon any change to the waiver. The Employee may discontinue the waiver and enroll in the County's Health Plan at which point the Employer may adjust the Employee's total compensation to account for this change consistent with the intent of the total compensation package authorized by the Board.

7. **Performance Evaluation.** The Board may review and evaluate the performance of the Employee. The review and evaluation will be in accordance with criteria developed by the Board. Criteria may be added or deleted as the Board may, from time to time, determine. The Employee will have an opportunity to discuss his evaluation with the Board and may be requested by the Board to submit a self-evaluation. The Board's failure to evaluate or provide advance notice of written criteria or objectives to the Employee will not constitute a breach of this Agreement.

8. **Non-Discrimination.** The Employee, as required by law, will not discriminate against any person seeking services from the County or against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or matters directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position, or because of race, color, height, weight, marital status, religion, national origin, age, or sex. Breach of this covenant may be regarded as a material breach of this Agreement.

9. **Outside Employment.** It is anticipated that the Employee will devote his full time, attention and energies to his employment under this Agreement. Accordingly, the Employee will not engage in any employment or business outside of this Agreement, except when approved in advance by the Board and under the following circumstances:

A. The Employee, while engaging in outside or supplemental employment will:

1. Not use the County's facilities as a source of referral for private customers or clients.
2. Not be engaged in outside employment during the Employee's regular working hours.
3. Not use the name of the County as a credential in advertising or soliciting customers or clients.
4. Not use the County's supplies, facilities, staff or equipment in conjunction with any outside or supplemental employment or private practice.
5. Maintain a clear separation of outside or supplemental employment from activities performed for the County.
6. Not cause any conflict of interest, or any possible appearance of conflict of interest, or any impairment of the independent and impartial performance of the Employee's duties.

B. The Board and County will not be liable, either directly or indirectly, for any activities performed during outside or supplemental employment.

**10. Compliance with the Law.** The Employee will perform all duties and obligations hereunder in complete compliance with all applicable federal, state and local laws, ordinances, rules and regulations.

**11. Complete Agreement.** This Agreement constitutes the complete agreement concerning the employment arrangement between the parties and will, as of the effective date hereof, supersede any and all prior contracts, oral or written, between the parties, if any. It is understood and agreed that this Agreement will supersede and take precedence over any other document, handbook, benefit plan or other material which could otherwise be construed as being contractual in nature, whether in existence prior to, currently or subsequent to the execution of this Agreement, unless such other document, handbook, plan or material is made expressly applicable to the Employee by this Agreement or by formal action of the Board. It is further understood that no County personnel has authority to enter into any employment contract with the Employee for any specified period of time, or to make any agreement contrary to the provisions herein, except when the same is approved by a formal action of the Board.

**12. Applicable Law and Venue.** This Agreement will be construed according to the laws of the State of Michigan. In the event any actions arising under this Agreement are brought by or against the Employer, or the Employer is made a party thereof, the parties acknowledge and agree that the venue for such actions will be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event an action is brought in a Federal Court, the venue for such action will be the Federal Judicial District of Michigan, Eastern District, Southern Division.

13. **Waivers.** No failure or delay on the part of either of the parties to this Agreement in exercising any right, power, or privilege hereunder will operate as a waiver thereof, nor will a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

14. **Assignment or Subcontracting.** The Employee may not assign, subcontract or otherwise transfer any duties and/or obligations under this Agreement.

15. **Modification of Agreement.** Modifications, amendments, or waivers of any provisions of this Agreement may be made only by the written mutual consent of the parties hereto.

16. **Disregarding Titles.** The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and will be disregarded when construing or interpreting any of the provisions of this Agreement.

17. **Invalid Provisions.** If any provision of this Agreement is held to be invalid, the remainder of the Agreement will not be affected thereby, except where the invalidity of the provision would result in the illegality and/or unenforceability of this Agreement.

18. **Certification.** The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.

**IN WITNESS WHEREOF,** the authorized representatives of the parties hereto have fully executed this Agreement on the day and year first above written.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION CREATING ASSISTANT PUBLIC DEFENDER POSITIONS  
FOR THE PUBLIC DEFENDERS OFFICE**

**RESOLUTION # 19 –**

WHEREAS, every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes; and

WHEREAS, the Ingham County Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee and funding has been approved by the State of Michigan, effective October 1, 2018; and

WHEREAS, the recommended Public Defenders Office included in this plan will be administered by Ingham County to provide indigent defense and related services at the 30<sup>th</sup> Circuit Court, 54A District Court, 54B District Court, and the 55<sup>th</sup> District Court; and

WHEREAS, the Board of Commissioners must authorize the staffing and budget in order to create the Public Defenders Office; and

WHEREAS, Resolution 18-355 created the Chief Public Defender position, and Resolution 18-450 created an Administrator and an Executive Assistant; and

WHEREAS, the next positions recommended for approval as part of the Public Defenders Office are Assistant Public Defender attorneys; and

WHEREAS, the MIDC Compliance plan authorized the creation of twenty-six attorney positions, to be filled at various salary levels, depending on years of experience; and

WHEREAS, three distinct job descriptions have been created and point-rated by the Human Resources Department, and the recommended classifications are as follows:

Senior Assistant Public Defender – MC13 (salary range \$78,740.77 to \$94,510.67)

Assistant Public Defender – MC11 (salary range \$68,552.79 to \$82,284.70)

Assistant Public Defender – Entry Level – MC09 (salary range \$58,044.90 to \$69,697.99); and

WHEREAS, in order to allow flexibility in hiring based on the experience of applicants, it is recommended that a total of twenty-six attorney positions be created, and the Chief Public Defender be given flexibility as to the total number of positions within each classification; and

WHEREAS, the Public Defenders Office will include a total of 36.5 full-time equivalents; and

WHEREAS, the budget for these positions is included in the grant budget authorized by Resolution 18-476; and

WHEREAS, the remaining staffing will be brought to the Board of Commissioners for approval at a later date.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creation of twenty-six attorney positions in the Public Defenders Office, with three separate classifications; Senior Assistant Public Defender – MC13, Assistant Public Defender – MC11, and Assistant Public Defender – Entry Level – MC09.

BE IT FURTHER RESOLVED, that the Chief Public Defender will have discretion as to the total number of positions to be filled at each classification, as long as the total is within the approved allocation of twenty-six positions.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget and position allocation list.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A REORGANIZATION OF THE INGHAM COUNTY  
ANIMAL CONTROL AND SHELTER**

**RESOLUTION # 19 –**

WHEREAS, the vacancy of the Deputy Director position at the Ingham County Animal Control and Shelter (ICACS) has allowed opportunity for review of the ICACS organization chart; and

WHEREAS, there have been concerns with the level of staffing and supervision of the animal care staff; and

WHEREAS, after review by Human Resources, the Controller's Office and the Animal Control Director, a recommendation for a reorganization is being made; and

WHEREAS, this reorganization takes into consideration budgetary constraints as well as the most critical needs of ICACS.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the elimination of the Animal Control Deputy Director position (MCF09) and the creation an Animal Care Manager position (MCF06).

BE IT FURTHER RESOLVED, that the job description of the Veterinarian is amended to eliminate supervisory responsibility of animal shelter staff, other than the Veterinary Technician, allowing the Veterinarian to focus on the medical needs of animals at the Shelter.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to adjust the 2019 Position Allocation List and budget in accordance with this resolution.

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JENNIFER ALLSWEDE ON THE  
EVENT OF HER RETIREMENT**

**RESOLUTION # 19 –**

WHEREAS, Jennifer Allswede began her career at the Ingham County Health Department (ICHD) as a Family Child Infant Advocate with the Early Head Start (EHS) Program on October 6, 2003; and

WHEREAS, in that role, Jennifer provided voluntary home visiting services to pregnant women and families with children under three years of age, provided child development information, and worked to ensure that children were healthy and developing on track; and

WHEREAS, in 2006, Jennifer moved to a similar role with the Jump Start Family Outreach Program; and

WHEREAS, in that role, Jennifer worked with families who were identified to be at risk for child abuse and neglect and, in addition to home visiting services, regularly provided presentations at area schools and other community sites where she facilitated play groups and other events for families; and

WHEREAS, in 2008, Jump Start Family Outreach Program transitioned to Family Outreach Services; and

WHEREAS, Jennifer was particularly skilled at working with teens and clients with cognitive challenges by making sure that the information that she brought to them was relevant and understandable; and

WHEREAS, Jennifer modeled the skills that she taught; and

WHEREAS, on September 5, 2014, Jennifer became a Community Health Worker (CHW) with the Pathways to Care Program (previously called Pathways to Better Health); and

WHEREAS, in that role, Jennifer provided home visiting services to inform eligible or potentially eligible clients about Medicaid, how to access Medicaid programs and how to overcome barriers to care; and

WHEREAS, Jennifer provided support to incoming CHWs, sharing her valuable insight, perspective, guidance, and resources as a seasoned CHW; and

WHEREAS, Jennifer additionally provided healthy lifestyle behavior support through the WISEWOMAN program by identifying and discussing risk factors for cardiovascular disease, encouraging healthy lifestyle choices, and addressing health equity and social justice issues; and

WHEREAS, Jennifer was passionate about assisting the community in giving them the tools and the resources they needed to continue to become self-advocates for their medical and social needs; and

WHEREAS, with more than 15 years of dedicated service to the Ingham County Health Department, Jennifer is retiring from her position as a Community Health Worker.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Jennifer Allswede for her 15 years of dedication and commitment to the County of Ingham and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends its best wishes to Jennifer and hopes for continued success in all of her future endeavors.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

**Nays:** None **Absent:** None **Approved 02/04/2019**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO IMPLEMENT A REVENUE MANAGEMENT SYSTEM**

**RESOLUTION # 19 –**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors for the purpose of entering into a contract to provide a turnkey Revenue Management System for the Parks and Recreation Department and Potter Park Zoo; and

WHEREAS, a new revenue management system will streamline and make our operations more efficient; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Vermont Systems, Inc.

THEREFORE BE IT RESOLVED, that the Parks and Recreation Commission and Potter Park Zoo Advisory Board recommend that the Ingham County Board of Commissioners approve entering into a contract with Vermont Systems, Inc. for a term of five years with an option to renew for an additional 2-year period, contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes a contract with Vermont Systems, Inc. in an amount of \$151,708 for year one and \$14,544 for year two (\$7,944 in annual maintenance and support and \$6,600 for Card Connect Lease fees) for the Parks Department and authorizes \$144,811 for year one and \$14,304 for year two (\$7,404 annual maintenance and \$6,900 Card Connect fees) for the Zoo.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the Ingham County I.T. Department to purchase 10 new monitors from CDW-G for the Park's Department administrative office in an amount not to exceed \$1,374.

BE IT FURTHER RESOLVED, the Board of Commissioners authorize a contract with F.D. Hayes for wiring at the Zoo in an amount not to exceed \$20,000.

BE IT FURTHER RESOLVED, the Board of Commissioners authorize the Ingham County I.T. Department to purchase Wi-Fi hardware for the Zoo in an amount not to exceed \$9,000.

BE IT FURTHER RESOLVED, the Board of Commissioners authorize the purchase of a camera server from VidCom Solutions in an amount not to exceed \$6,100 for the Zoo.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the Ingham County I.T. Department to purchase the hardware from CDW-G for 13 cradle points in an amount not to exceed \$18,000 for the Park's Department and authorizes the purchase of 1 cradle point in an amount not to exceed \$1,189 for the Zoo.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes a service fee for the 13 cradle points paid to Verizon Wireless Services, LLC in the amount of \$4,679 for 2019 and \$6,239 for 2020 for the Park's Department and authorizes a service fee for 1 cradle point in an amount of \$480 annually for the Zoo.

BE IT FURTHER RESOLVED, funds are available in the Parks Department 208 fund balance for years one and two as summarized below:

Year 1:	Year 2:
\$151,708 - Vermont Systems	\$14,544 - Vermont Systems
\$18,000 - CDW-G Cradle Points	\$6,239 - Verizon
\$1,374 - CDW-G Monitors	
\$4,679 - Verizon	
Year 1 Grand Total: \$175,761	
Year 2 Grand Total: \$20,783	
Year 1 and 2 Grand Total: \$196,544	

BE IT FURTHER RESOLVED, funds are available in the Zoo Fund Balance for years one and two as summarized below:

Year 1:	Year 2:
\$144,811 - Vermont Systems	\$14,304 - Vermont
\$1,188 - CDW-G Cradle Points	\$480.00 - Verizon
\$480 - Verizon	
\$20,000 - Wiring costs FD Hayes	
\$9,000 - Wi-Fi Survey and Hardware	
\$6,059 - Security Camera Server	
Year 1 Grand Total: \$181,538	
Year 2 Grand Total: \$ 14,874	
Year 1 and 2 Grand Total: \$196,412	

BE IT FURTHER RESOLVED, funding for year 3-7 will be requested as a new request in the yearly budget process as listed below:

Parks

Year	Annual Maintenance & Support Paid to Vermont Systems	Card Connect Lease fees Paid to Vermont Systems	Cradle Point Service Fee Paid to Verizon	Subscription License Year 4-7 Paid to CDW-G	Total
Year 3	\$8,341	\$6,600	\$6,239		\$21,180
Year 4	\$8,341	\$6,600	\$6,239	\$900	\$22,080
Year 5	\$8,758	\$6,600	\$6,239		\$21,597

Year 6	\$8,758	\$6,600	\$6,239		\$21,597
Year 7	\$9,196	\$6,600	\$6,239		\$22,035

Zoo

Year	Annual Maintenance & Support Paid to Vermont Systems	Card Connect Lease fees Paid to Vermont Systems	Cradle Point Service Fee Paid to Verizon	Subscription License Year 4-7 Paid to CDW-G	Total
Year 3	\$7,774	\$6,900	\$480.00		\$15,154
Year 4	\$7,774	\$6,900	\$480.00	\$300	\$15,454
Year 5	\$8,163	\$6,900	\$480.00		\$15,543
Year 6	\$8,163	\$6,900	\$480.00		\$15,543
Year 7	\$8,571	\$6,900	\$480.00		\$15,951

BE IT FURTHER RESOLVED, the Board of Commissioners authorize a contract with Vermont Systems, Inc. in an amount of \$14,941 for year three, \$14,941 for year four, \$15,358 for year five, \$15,358 for year six, and \$15,796 for year 7 for the Parks Department, and \$14,674 for year three, \$14,674 for year four, \$15,063 for year five, \$15,063 for year six and \$15,471 for year 7 for the Zoo contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes a service fee for years 3-7 for the 13 cradle points paid to Verizon Wireless Services, LLC in the amount of \$6,239 annually for the Park's Department and \$480 annually for the Zoo contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an additional \$900 for a subscription license paid to CDW-G for use of the cradle points for year 4-7 for the Park's Department and \$300 for the Zoo, contingent upon funding being approved from the annual budget request for years 4 through 7 of the contract term.

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

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:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONVERT PRIMARY CARE PHYSICIAN POSITION TO  
NURSE PRACTITIONER & MEDICAL ASSISTANT 1 POSITIONS**

**RESOLUTION # 19 –**

WHEREAS, Ingham County Health Department's (ICHD) Women's Health Center wishes to convert Primary Care position #601198 into a 1.0 FTE Nurse Practitioner and a 1.5 FTE Medical Assistant I position; and

WHEREAS, this position has remained vacant with no viable candidates responding to the posting in over a year; and

WHEREAS, in the last two years several community providers of Women's Health Services, including Obstetrics and Gynecological services (OB/GYN) services, have closed (MSU Women's Health and Sparrow's Midwest OB/GYN Associates) or ceased to accept Medicaid Health Plans (Alliance Health); and

WHEREAS, as a result, Ingham Community Health Centers (IHCs) are experiencing an increased demand for Women's Health Services, particularly prenatal care, as there are fewer OB/GYN options for those on Medicaid, the uninsured, and the medically underserved in the community; and

WHEREAS, ensuring women's timely entry into prenatal care within the first trimester of pregnancy is critical to prevent poor birth outcomes and infant mortality; and

WHEREAS, low-income African American women sustain the highest rates of infant mortality and maternal death associated with pregnancy and birth in Ingham County; and

WHEREAS, it is critical that IHCs increase their capacity to meet the growing demand for prenatal care and women's health services in the community; and

WHEREAS, creating these positions will support the clinical staffing model, per the Health Center reorganization in 2017 which was authorized in Resolution #17-243; and

WHEREAS, through this action, ICHD's Women's Health Center would increase its Nurse Practitioner provider capacity from 2.7 FTE to 3.7 FTE, enabling service delivery to up to 200 additional prenatal patients annually; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support the conversion of the Primary Care Physician position to 1.0 FTE Nurse Practitioner and 1.5 Medical Assistant I positions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of the vacant 1.0 FTE budgeted Primary Care Physician (Position #601198) to create 1.0 FTE Nurse Practitioner (MNA Grade NP/CN 6) and 1.5 FTE Medical Assistant I (UAW Grade D) positions.

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

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert  
**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH  
AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES (CMH)  
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

**RESOLUTION # 19 –**

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to CMH in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in November 2014 the electorate renewed a countywide health services millage level of 52/100 (.52) of one mill for a period of five years (2015-2019) to be used for the purpose of providing basic health care services to Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and whose individual income is less than \$28,000 and who do not have medical insurance; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2019 budget for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,331,769 with CMH for services provided to Ingham County residents for the period of October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, funds for this contract with CMH will come from the Health Services Millage.

BE IT FURTHER RESOLVED, funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

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 approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties  
Proposal for the continued use of Ingham County Health Services Millage  
to close gaps in Ingham County's behavioral health care system  
FY2019

**Summary of proposal:** This proposal requests the continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

**Context:** Since the significant State General Fund reduction (2/3 of the funds formerly provided to CMHA-CEI) and the implementation of the Healthy Michigan Plan, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) has gained clarity as to the fiscal and service gaps resulting from these changes. This clarity underscores the substantial set of services and persons that are not covered by the Healthy Michigan Plan – costs which must be covered by the scarce State General Fund and local dollars within CMHA-CEI's budget. Many of these costs are related to the provision of services to persons for whom CMHA-CEI is the provider and cost underwriter, but who are not eligible for the Healthy Michigan Plan. This group includes: 1) Individuals enrolled in Medicare and not eligible for Medicaid. 2) Those with "spend down" Medicaid eligibility, which means they become eligible for Medicaid benefits only after meeting the monthly spend-down amount. 3) Those with severe, chronic and urgent mental health treatment needs (crisis stabilization, community living supports or skill-building services, residential care, case management) not covered by any other coverage plan.

The services proposed in this document **address longstanding gaps in services and gaps that emerged with the dramatic cut in state General Fund dollars** to this CMH and CMHs across the state.

**A. Closing gaps in Ingham County's essential behavioral health care services system:**

**The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit:** This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents. In effort to meet the growing need for crisis stabilization services in our service area and to reduce the need for scarce psychiatric hospital placements in situational crisis, CMHA-CEI has expanded adult

and youth Urgent Care Services as part of the Crisis Services continuum, launch youth mobile crisis and is building capacity for adult mobile crisis services. These services provide immediate intensive support to individuals and families in order to intervene, stabilize, and connect them to longer term resources for ongoing care.

**The community's Assessment and Referral Team:** This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

**The community's urgent care and intensive home-based treatment program for at-risk children, youth, and their families:** This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMHA-CEI offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic respite services, training and coaching, school liaison services, and referral network linkages.

**A spectrum of community-based treatment teams for vulnerable populations:** These multidisciplinary teams, made up of mental health therapists/casemanagers, psychiatrists, nurses, mental health workers/consumer services specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports to **adults in a variety of settings with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults with intellectual/developmental disabilities.**

**Psychiatric inpatient care for jail inmates:** CMHA-CEI pays all psychiatric inpatient claims on individuals admitted directly from the jail to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH's State General Fund revenues, **CMHA-CEI has limited funds to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

<b>B. Low cost safety net services to meet the needs of the unserved:</b>
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**Psychiatric care and outpatient therapy for children and adults with moderate mental health needs:** This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and adults. These services (along with CMHA-CEI's 24/7 psychiatric crisis services unit) provide the community's mental health safety net.

Cost of proposed services in FY2019:	\$ 1,331,769
Estimated number of Ingham County residents meeting the millage criteria who will be served: 1,800* Please note, the number of residents served with funds are variable from year to year based on the intensity of eligible individuals service needs and the cost of those services.	

**FY 18 Summary of Services:**

In total in FY18 CMHA-CEI served 8,869 Ingham County Residents and Ingham County Millage dollars were used to help support services for 1,286 eligible Ingham County residents\*. The table below provides an overview of services, costs, and numbers of Ingham County residents served utilizing Ingham County Millage dollars in FY 18.

<b>Category</b>	<b>Amount</b>	<b>Individuals*</b>
<b>24/7 Psychiatric Crisis Services and Inpatient Screening</b>		
Crisis Intervention	\$42,565.19	60
Transportation	\$9,247.55	11
<b>Assessment</b>		
Assessments and Treatment Planning	\$177,965.96	212
<b>Community-Based Mental Health Treatment and Supports</b>		
Assertive Community Treatment (ACT)	\$93,108.35	11
Clubhouse Psychosocial Rehabilitation Programs	\$30,111.89	7
Nursing Facility Mental Health Monitoring	\$28,443.04	11
Peer Directed & Operated Support Services	\$14,116.77	19
Targeted Case Management	\$284,561.09	168
Therapy (mental health)	\$45,171.56	82
<b>Families Forward Children's Services</b>		
Home Based Services	\$8,712.60	8
Respite	\$3,955.81	5
Family Training	\$868.85	2
<b>Community Services for Developmentally Disabled</b>		

<b>Category</b>	<b>Amount</b>	<b>Individuals*</b>
Applied Behavioral Analysis	\$1,015.20	1
Community Living Supports	\$451,247.48	94
Health Services	\$25,066.42	30
Supports Coordination	\$5,484.14	7
Personal Care in Licensed Specialized Residential Setting	\$110,953.30	47
Skill Building Assistance	\$81,964.20	19
Housing Assistance	\$19,858.08	1
Supported Employment Services	\$3,725.40	2
<b>Psychiatric and Residential Care</b>		
Medication	\$14,226.26	9
Medication Administration	\$13,921.08	7
Medication Review	\$31,146.63	27
Residential Services	\$661,832.92	332
Room and Board	\$65,595.87	114
<b>Total (Millage allocation fully billed for \$1,292,480 Oct. 2017-June, 2018)</b>	<b>\$2,224,865.64**</b>	<b>1,286*</b>

\*Individuals may be duplicate if receiving services in multiple categories

\*\*Expenses beyond Millage Allocation covered by CMHA-CEI funds during this period.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR TRAILS AND PARKS  
MILLAGE APPLICATIONS**

**RESOLUTION # 19 –**

WHEREAS, Board of Commissioners Resolution #18-231 approved a fourth round of applications that would address new construction as identified as regional priority corridors in figure 24 of the Ingham County Trails and Parks Comprehensive Report, and special projects (including blue ways) as well as repairs, rehabilitation, long-term maintenance projects, and small projects; and

WHEREAS, 17 applications that were received from Aurelius Township (1), Delhi Township (1), City of East Lansing (2), City of Lansing (7), Lansing Township (1), Meridian Township (1), Williamston Township(1), Ingham County (2), Village of Dansville (1); and

WHEREAS, after careful review and evaluation of the applications by the Park Commission, the Park Commission submits the following ranking shown in Table A for funding of the below applications.

Table A

<b>Entity</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Millage Funds Recommended for Funding</b>	<b>Year Funded</b>
Williamston Township	Red Cedar River Water Trail	\$50,000.00	\$50,000.00	2019
Lansing (FLRT)	Volunteer Trail Ambassador Coordinator	\$15,000.00	\$15,000.00	2019
Lansing	Bridge 13	\$86,442.85	\$86,442.85	2019
Lansing Township	Waverly Road Shared Use Path	\$344,750.00	\$344,750.00	2019
Village of Dansville	Dansville Hiking/Walking Trails Plan	\$13,500.00	\$13,500.00	2019
Lansing	CL-18	\$714,017.94	\$714,017.94	2019-2020
Lansing	CL-15	\$344,042.54	\$344,042.54	2020
Lansing	CL-14	\$100,980.97	\$100,980.97	2020
Meridian Township	MSU to Lake Lansing Connector, Phase 2	\$645,000.00	\$645,000.00	2019-2020
Ingham Co.	Hawk Island Park	\$300,000.18	\$300,000.18	2019-2020
Ingham Co.	Lake Lansing S. Improvements	\$1,040,200.00	\$1,040,200.00	2020

WHEREAS, after careful review and evaluation of the applications the Parks Department respectfully submits the following ranking in Table B for funding of the below applications.

Table B

<b>Entity</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Millage Funds Recommended for Funding</b>	<b>Year Funded</b>
Williamston Township	Red Cedar River Water Trail	\$50,000.00	\$50,000.00	2019
Lansing Township	Waverly Road Shared Use Path	\$344,750.00	\$344,750.00	2019
Meridian Township	MSU to Lake Lansing Connector, Phase 2	\$645,00.00	\$645,000.00	2019-2020
City of Lansing	Trail Connect-Cambridge to Frances Park	\$400,030.00	\$400,030.00	2019-2020
Delhi Township	Holt to Mason, Phase 1	\$3,543,380.00	\$1,000,000.00	2020
City of Lansing	CL-18	\$714,017.94	\$714,017.94	2019-2020
Lansing/(FLRT)	Volunteer Trail Ambassador Coordinator	\$15,000.00	\$15,000.00	2019
City of Lansing	Bridge 13	\$86,442.85	\$86,442.85	2019
City of Lansing	Bridge CL-15	\$344,042.54	\$344,042.54	2020
City of Lansing	Bridge CL-14	\$100,980.97	\$100,980.97	2020

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby approves entering into contracts with the following entities designated within the below Table     .

FUNDING ALL WITH ONE ALTERNATIVELY FUNDED PROJECT



INGHAM COUNTY TRAILS & PARKS MILLAGE GRANTS

KEY
YES
YES(MULTI)
ALT FUNDING
NO

2019 Amount Available	2019 Total Amount Recommended	Total Available in 2020	Total Amount Recommended 2019-2020
-\$2,525,150.70	\$3,792,956.70	-\$19,806.30	\$6,238,456.00

Score	Project Type	Applicant	Project Title	Grant Request	Fund in 2019	2020 Or Multiple Yrs.	Grant Award 2019	Grant Award 2020
42.07	Special	Williamston	Red Cedar River Water Trail	\$50,000.00	Yes		\$50,000.00	\$0.00
41.21	New	Lansing Township	Waverly Road Shared Use Path	\$344,750.00	Yes		\$344,750.00	\$0.00
38.96	New	Meridian	MSU to Lake Lansing Connector, Phase II	\$645,000.00	Yes		\$645,000.00	\$0.00
33.89	New	City of Lansing	Trail Connect-Cambridge to Frances Park	\$400,030.00		Yes (19-20)	\$200,015.00	\$200,015.00
33.29	New	Delhi	Holt to Mason, Phase I (\$1,000,000)	<del>\$2,543,380.00</del>			\$0.00	\$1,000,000.00
32.54		City of Lansing	Bridges				\$0.00	\$0.00
32.54	Repair	Bridge 18	CL-18-LTE-RC (between Aurelius and Crego)	\$714,017.94		Yes (2020)	\$0.00	\$714,017.94
31.96	Special	FLRT/Col	Volunteer Trail Ambassador/Coordinator	\$15,000.00	Yes		\$15,000.00	\$0.00
31.16		City of Lansing	Bridges-see below breakdown (Total:\$904,978.06)				\$0.00	\$0.00
31.16	Repair	Bridge 13	CL-13	\$86,442.85		Yes (2020)	\$0.00	\$86,442.85
31.16	Repair	Bridge 15	CL-15	\$344,042.54		Yes (2020)	\$0.00	\$344,042.54
31.16	Repair	Bridge 14	CL-14	\$100,980.97		Yes (2020)	\$0.00	\$100,980.97
31.16	Repair	Bridge 31	CL-31	\$373,511.70	Yes	No	\$373,511.70	\$0.00
29.75	New	E. Lansing	NTT-Ped. Connection at Riveria Drive	\$370,796.00	Yes	No	\$370,796.00	\$0.00
29.36	New	E. Lansing	NTT-Ped Connection at Colorado Drive	\$191,684.00	Yes	No	\$191,684.00	\$0.00
28.98	Repair	Ingham Co.	Hawk Island Park	\$548,500.00	Yes		\$548,500.00	
26.21	Special	Dansville	Dansville Hiking/Walking Trails	\$13,500.00	Yes		\$13,500.00	\$0.00
24.86	Repair	Ingham Co.	Lake Lansing S. Improvements	\$1,040,200.00	Yes		\$1,040,200.00	\$0.00
22.64	Special	Aurelius	Glenna Droscha Comm. Park	\$45,118.00	No		\$0.00	\$0.00
			Amount Requested	\$8,826,954.00		TOTAL ASK	\$3,792,956.70	\$2,445,499.30

BE IT FURTHER RESOLVED, that the 70% limitation on allocation of projected future millage revenue imposed by Resolution 17-275 is hereby waived.

BE IT FURTHER RESOLVED, that all work will be completed within two years from the date the contracts are executed except in the case of projects that are being funded across multiple years, which will be completed in 2022.

BE IT FURTHER RESOLVED, that if work is not completed within two years due to delay from awaiting other funding sources that an extension may be requested and negotiated and mutually agreed upon between both parties.

BE IT FURTHER RESOLVED, granting of millage dollars to municipalities is subject to the acquisition of local or grant match funding awarded when included in the original proposal.

BE IT FURTHER RESOLVED, to require the entity to include signage provided by the Ingham County Parks Department referencing the millage funds during the construction phase, a permanent sign to remain on the site in perpetuity post completion of the project as well as wayfinding signage provided by the County if applicable.

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

BE IT FURTHER RESOLVED, the role of the Park Commission is to receive, evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners, including for each proposal a description of its primary strengths and weaknesses.

BE IT FURTHER RESOLVED, the decision whether to fund a given project is reserved to the Board of Commissioners.

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:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH LAUX CONSTRUCTION, LLC.**

**RESOLUTION # 19 –**

WHEREAS, Board of Commissioners Resolution #18-307 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant Project Agreement for the grant application titled Lake Lansing North Park Improvements #TF17-0157; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvements to Lake Lansing North Park. The general scope of work includes, but is not limited to, new accessible HMA paved trails, gravel entry drive improvement, accessible boardwalk replacement and restroom building improvements; and

WHEREAS, Board of Commissioners Resolution #18-307 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant Project Agreement in the amount of \$244,700, plus a local match of \$115,000 for a total project amount of \$359,700; and

WHEREAS, Board of Commissioners Resolution #18-185 authorized a contract with the prime professional, ROWE Professional Services Company in the amount of \$28,787 plus an additional \$3,000 by short form contract authorization; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Laux Construction, LLC as quoted in the base bid in the amount of \$330,700 plus Alternate 1 in the amount of \$4,750, Alternate 2 in the amount of \$13,000, and Alternate 3 in the amount of \$3,200, plus a contingency of \$10,000 for a total construction cost not to exceed \$361,650; and

WHEREAS, an additional \$1,865 is required for permitting; and

WHEREAS, the actual cost for the permitting, construction, and contingency exceeds the original budget by \$35,602; and

WHEREAS, additional funds need to be appropriated for the project from the Trails and Parks Millage fund balance in an amount of \$35,602.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Laux Construction, LLC as quoted in the base bid in the amount of \$330,700 plus Alternate 1 in the amount of \$4,750, Alternate 2 in the amount of \$13,000, and Alternate 3 in the amount of \$3,200, plus a contingency of \$10,000 for a total construction cost not to exceed \$361,650 to enter into a contract for the purpose of making improvements to Lake Lansing North Park.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$35,602 from the Trails and Parks Millage fund balance for the Lake Lansing North Park project for permitting and construction and the Controller is authorized to transfer \$35,602 from the Trails and Parks Millage fund balance into line item #245-75299-974000-7P14.

BE IT FURTHER RESOLVED, that the term of the contract shall be from the date of execution until June 30, 2020.

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

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:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND LEASE AGREEMENT WITH HOLY CROSS SERVICES**

**RESOLUTION # 19 –**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wishes to amend the lease agreement with Holy Cross Services for the New Hope Community Health Center to acquire an additional 1,010 square feet of contiguous clinical space; and

WHEREAS, through Resolution #18-446, ICHD accepted an award of funding from the U.S. Department of Health Resources and Services Administration (HRSA) to improve the quality of mental health and Substance Use Disorder services (SUD); and

WHEREAS, acquisition of this additional space will support service enhancements associated with this funding award including integrated SUD treatment, Medication Assisted Treatment (MAT) and group and individual counseling; and

WHEREAS, the current lease terms between ICHD and Holy Cross Services for the property located at 430 N. Larch Street, Lansing, MI, 48912, extend from October 1, 2017 through September 30, 2020, at the rate of \$5.00/ square foot, for a total lease amount of \$20,000 annually; and

WHEREAS, this amendment will be effective February 1, 2019 through September 30, 2020; and

WHEREAS, the additional lease costs will be covered by billable individual and group SUD service activities supported through the HRSA grant award and delivered through expanded health center space; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer support the amendment to the lease agreement with Holy Cross Services for approximately 1,010 additional square feet of clinical space available at 430 N. Larch St, Lansing, MI, at the same existing lease rate of \$5.00 per square foot annually.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the lease agreement with Holy Cross Services for approximately 1,010 additional square feet of clinical space available at 430 N. Larch St, Lansing, MI, effective February 1, 2019 at the same existing lease rate of \$5.00 per square foot annually.

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 the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT # 2 TO THE 2018-2019 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**RESOLUTION # 19 –**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2018-2019 Comprehensive Agreement authorized in Resolution #18-351 and Amendment # 1 in Resolution #18-470; and

WHEREAS, MDHHS has proposed Amendment # 2 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment # 2 to the 2018-2019 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that the total amount of the Comprehensive Agreement funding shall increase from \$5,383,596 to \$5,449,665, an increase of \$66,069.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Breast & Cervical Cancer Coordination: increase of \$3,200 from \$175,000 to \$178,200  
Family Planning Services: increase of \$32,831 from \$256,392 to \$289,223  
Local Tobacco Reduction: increase of \$5,000 from \$20,000 to \$25,000  
Hepatitis C: increase of \$52,588 from \$0 to \$52,588  
WISEWOMAN: decrease of \$27,550 from \$41,550 to \$14,000

BE IT FURTHER RESOLVED, that Resolution 18-470 is amended to reflect the amount of the Comprehensive Agreement after Amendment # 1 should be \$5,383,596.

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

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit Amendment # 2 of the 2018-2019 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH FLORIDA STATE UNIVERSITY**

**RESOLUTION # 19 –**

WHEREAS, Ingham County Health Department's (ICHD) Healthy Start (HS) program wishes to partner with Florida State University for training in the Partners for a Healthy Baby Curriculum; and

WHEREAS, participating in this training will allow HS staff to enhance their skills and further ICHD's current HS program; and

WHEREAS, this training will be two days and will be facilitated by a certified Partners for a Healthy Baby Curriculum facilitator to be hosted at ICHD; and

WHEREAS, this training will cost \$15,000.00 which includes all travel arrangements for the trainer(s) including airfare, lodging, transportation, meals, shipment of the training materials to the site and back, folder packets for participants with printed PowerPoints, activity sheets, resources, training props, and all AV equipment including a laptop, speaker, projector, and wireless microphones; and

WHEREAS, the cost of this training will be covered by the HS Project Grant authorized in Resolution # 14-413; and

WHEREAS, the Health Officer recommends entering into an agreement with Florida State University for training in the Partners for a Healthy Baby Curriculum to be effective February 1, 2019 through May 31, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Florida State University for training in the Partners for a Healthy Baby Curriculum effective February 1, 2019 through May 31, 2019.

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 the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A LEASE AGREEMENT FOR 1100 W. SAGINAW, LANSING**

**RESOLUTION # 19 –**

WHEREAS, Ingham County Health Department (ICHD) Community Health Centers (CHC) wishes to enter into a lease with Pike Street Properties for approximately 7,988 square feet on the 2<sup>nd</sup> floor of the office building located at 1100 W. Saginaw, Lansing; and

WHEREAS, the space would accommodate an expansion of ICHC's Women's Health Services to meet growing community need for OB/GYN, family planning services and preventive women's health care; and

WHEREAS, Women's Health is an area that has been identified for strategic expansion by the ICHC Board; and

WHEREAS, this need is emphasized by the current constriction of community providers that accept Medicaid for prenatal care in the community; and

WHEREAS, the expanded space offered at 1100 W. Saginaw will allow for additional provider FTE and billable services to help meet the growing demand; and

WHEREAS, this lease will be effective March 1, 2019 through February 28, 2023; and

WHEREAS, the lease covers common area operating expenses and utility costs; and

WHEREAS, the lease costs will be covered through increased billable revenue captured through increased provider FTE that can be accommodated in the new space, along with additional billable service expansions with the additional space, including Non-Stress Tests (NST), and billable group visits; and

WHEREAS, renovation and IT costs to ready the space for occupation, estimated at \$80,000, will be covered through FY 2018 operational surplus from the 511 fund; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support entering a lease agreement with Pike Street Properties for the second floor of the office building located at 1100 W. Saginaw, Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a lease agreement with Pike Street Properties for 7,988 square feet on the second floor of the office building located at 1100 W. Saginaw, Lansing.

BE IT FURTHER RESOLVED, that the monthly rent shall be \$5,000/month for the first year (March 1, 2019 – February 29<sup>th</sup>, 2020); \$5,500/month for the second year (March 1, 2020 through February 28<sup>th</sup>, 2021);

\$5,950/month for the third year (March 1, 2021 through February 28<sup>th</sup>, 2022); and \$6,500/month for the fourth year (March 1, 2022- February 28<sup>th</sup>, 2023).

BE IT FURTHER RESOLVED, that this resolution will not take effect until the Ingham County Health Center Board reviews and approves it at its next meeting.

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 the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
**Nays:** None **Absent:** None **Approved 02/04/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN EXTENSION TO AGREEMENT WITH MSU FOR  
PSYCHIATRIC SERVICES AND TO INCREASE PSYCHIATRIC SERVICES TO A .7 FTE POSITION**

**RESOLUTION # 19 –**

WHEREAS, Ingham County Health Department (ICHHD) wishes to extend an agreement with Michigan State University (MSU) to continue providing psychiatric services at Ingham Community Health Centers (ICHC); and

WHEREAS, this agreement enables ICHCs to provide mental health services to new and existing patients with severe and complex needs, which is included in the ICHC scope of behavioral health services; and

WHEREAS, this agreement enables the scope of behavioral health services to include the provision of mental health services to new and existing patients with severe and complex needs; and

WHEREAS, this agreement would be extended for an additional year, effective October 1, 2018 through September 30, 2019; and

WHEREAS, ICHHD's CHCs are also seeking to add an additional 0.1 FTE for Psychiatric Services, funded by the Michigan Department of Health and Human Services (MDHHS) HIV Care Coordination grant, accepted through Resolution #18-417; and

WHEREAS, the amended agreement term October 1, 2018 through September 30, 2019 for 0.7 FTE Psychiatrists would be for an amount not to exceed \$211,120 annually which includes the hourly rate plus all administrative costs; and

WHEREAS, the funds for 0.6 FTE of the services has been included in the FY 2019 budget, and the 0.1 additional FTE is covered through the HIV Care Coordination award funds; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board of Directors recommend approval of this resolution to extend the agreement with MSU for 0.7 FTE Psychiatrist for the provision of psychiatric services to Community Health Center patients.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to extend the agreement with MSU for 0.7 FTE Psychiatrist for the provision of psychiatric services to Community Health Center patients for an amount not to exceed \$211,120 annually which includes the hourly rate plus all administrative costs, for a term of October 1, 2018 through September 30, 2019.

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 the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the county after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

**Nays:** None **Absent:** None **Approved 02/04/2019**

**COUNTY SERVICES: Yeas:** Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

**Nays:** None **Absent:** Koenig **Approved 02/05/2019**

**FINANCE:** The Finance Committee will meet on 02/07/2019