

INGHAM COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING – 6:30 P.M.  
COMMISSIONERS ROOM, COURTHOUSE  
341 SOUTH JEFFERSON, MASON, MICHIGAN 48854  
PUBLIC PARTICIPATION OFFERED VIA ZOOM AT:  
<HTTPS://INGHAM.ZOOM.US/J/86246962326>

**DECEMBER 12, 2023**

**AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **NOVEMBER 28, 2023**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
  1. A LETTER FROM THE **LIVINGSTON COUNTY** PLANNING COMMISSION REGARDING THEIR INTENTION TO PREPARE A NEW LIVINGSTON COUNTY MASTER PLAN
  2. A NOTICE OF INTENT FROM THE **CITY OF LANSING** TO ESTABLISH A NEIGHBORHOOD ENTERPRISE ZONE IN THE NO. 25 WHEEL DISTRICT
  3. A LETTER FROM **SHARON FRISCHMAN** RESIGNING FROM THE LAND BANK BOARD
  4. INGHAM COUNTY HEALTH DEPARTMENT - 2022 ANNUAL REPORT
- VIII. PUBLIC HEARING FOR THE WEBBERVILLE DEANNEXATION PROPOSAL
- IX. LIMITED PUBLIC COMMENT
- X. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- XI. CONSIDERATION OF CONSENT AGENDA
- XII. COMMITTEE REPORTS AND RESOLUTIONS
  5. COUNTY SERVICES COMMITTEE – RESOLUTION TO **AMEND THE BOARD RULES** TO RESCHEDULE A MEETING OF THE INGHAM COUNTY BOARD OF COMMISSIONERS
  6. COUNTY SERVICES COMMITTEE – RESOLUTION GRANTING THE **VILLAGE OF WEBBERVILLE’S** PETITION FOR DETACHMENT (DEANNEXATION) OF LANDS FROM THE VILLAGE OF WEBBERVILLE TO LEROY TOWNSHIP

7. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING [DR. MARTIN LUTHER KING, JR.](#)
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO SET POLICY FOR CERTAIN [DELINQUENT TAX PAYMENTS](#)
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION PLEDGING FULL FAITH AND CREDIT TO 2024 [DRAINAGE DISTRICT NOTES](#)
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE RELINQUISHMENT OF JURISDICTION AND CONTROL OVER A PORTION OF THE [BOLTER DRAIN](#) TO THE CITY OF LANSING
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE PURCHASE OF ADDITIONAL MULTIBRIDGE LICENSES FROM [CORE TECHNOLOGY](#)
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE ACCEPTANCE OF THE STATE AND LOCAL [CYBERSECURITY GRANT PROGRAM](#)
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE FIBER ENGINEERING AND CONSTRUCTION FROM [WESTERN TEL-COM](#)
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [HEDRICK ASSOCIATES](#) FOR THE MAINTENANCE OF THE UNINTERRUPTED POWER SUPPLY AT THE 9-1-1 CENTER
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [BOLING JANITORIAL SERVICES, INC.](#), FOR THE JANITORIAL SERVICES AT MULTIPLE COUNTY LOCATIONS
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH [MICHIGAN PAVEMENT MARKINGS, LLC](#) FOR THE 2024 COUNTYWIDE WATERBORNE PAVEMENT MARKING PROGRAM AND THE COLD PLASTIC COMMON TEXT & SYMBOL PAVEMENT MARKING PROGRAM
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE UAW TOPS, ICEA COURT PROFESSIONAL, TEAMSTERS LOCAL 243 ZOO, AND MANAGERIAL & CONFIDENTIAL [RECLASSIFICATION](#) REQUESTS
18. FINANCE COMMITTEE – RESOLUTION AUTHORIZING [ADJUSTMENTS](#) TO THE 2023 INGHAM COUNTY BUDGET

19. FINANCE COMMITTEE – RESOLUTION APPROVING VARIOUS [CONTRACTS](#) FOR THE 2024 BUDGET YEAR
20. FINANCE COMMITTEE – RESOLUTION TO ADOPT THE 2024 – 2028 [STRATEGIC PLAN](#)
21. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [DR. DOUGLAS EDEMA](#) FOR SERVICE AS AN INGHAM COMMUNITY HEALTH CENTERS BOARD MEMBER
22. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO CREATE A 1.0 FTE [PROJECT SPECIALIST](#) COMMUNITY ACTION NETWORK COORDINATOR
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE 2024 AGREEMENTS FOR [COMMUNITY AGENCIES](#)
24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A HEALTH SERVICES MILLAGE CONTRACT WITH THE [INGHAM HEALTH PLAN CORPORATION](#)
25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [WTA ARCHITECTS](#) FOR THE DESIGN AND CONSTRUCTION MANAGEMENT OF A NEW GRANDSTAND AT THE INGHAM COUNTY FAIRGROUNDS
26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH [SPICER GROUP, INC.](#)
27. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [SHANE’S CAMELS](#)
28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE POTTER PARK ZOO AS A [POLLING LOCATION](#)
29. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM [CLEAN SWEEP](#) AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

30. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [AMENDMENT #1](#) TO THE 2023 – 2024 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT
31. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND THE NEXTGEN HEALTHCARE INFORMATION SYSTEMS AGREEMENT TO PURCHASE THE [NEXTGEN](#) DIAGNOSTIC HUB SERVICE
32. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [INSTAMED](#) AS A CREDIT/DEBIT CARD PROCESSING AGENT FOR INGHAM COUNTY HEALTH DEPARTMENT AND INGHAM COMMUNITY HEALTH CENTERS
33. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH THE [MICHIGAN PRIMARY CARE ASSOCIATION](#) FOR ENCOUNTER COMPARISON & RECONCILIATION SUPPORT SERVICES
34. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH [DR. SAIF FATTEH](#) FOR DERMATOLOGY SERVICES
35. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH [MSU HEALTH CARE, INC.](#) FOR PEDIATRIC PHYSICIAN SERVICES
36. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH [INTELLIGENT MEDICAL OBJECTS, INC.](#)
37. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR [REPRESENTATION](#) OF INDIGENT PARTIES FACING CONTEMPT CHARGES IN PERSONAL PROTECTION ORDER CASES, EMERGENCY RISK PROTECTION ORDER CASES, AND CERTAIN FRIEND OF THE COURT MATTERS
38. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AGREEMENT WITH [EQUIVANT](#) TO BE IN COMPLIANCE WITH MCL 712A.18t
39. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO APPROVE INGHAM COUNTY PROBATE COURT CONTRACT RENEWAL WITH [THOMSON REUTERS](#) REGARDING PRINT LEGAL BOOKS

40. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [IT TAKES A VILLAGE, LLC](#) FOR RESTORATIVE JUSTICE PROGRAMMING
41. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [LIFE LAUNCH INSTITUTE, LLC](#) FOR PARENTING PROGRAM
42. LAW & COURTS, HUMAN SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO ISSUE A REQUEST FOR PROPOSALS TO CREATE AN ANNUAL REPORT ON [CRIMINAL JUSTICE DATA](#) FOR INGHAM COUNTY

- XIII. SPECIAL ORDERS OF THE DAY
- XIV. PUBLIC COMMENT
- XV. COMMISSIONER ANNOUNCEMENTS
- XVI. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVII. 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)**

## NOVEMBER 28, 2023 REGULAR MEETING

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

Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>  
November 28, 2023

### **CALL TO ORDER**

Chairperson Sebolt called the November 28, 2023 Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Ruest, Schafer, Sebolt, Tennis, Trubac.

Members Absent: None.

A quorum was present.

### **PLEDGE OF ALLEGIANCE**

Chairperson Sebolt asked Da’Neese Wells, 55<sup>th</sup> Judicial District Court Chief Probation Officer, to lead the Board of Commissioners in the Pledge of Allegiance.

### **TIME FOR MEDITATION**

Chairperson Sebolt asked those present for a moment of meditation and reflection. Chairperson Sebolt further asked those present to keep the family of Kathy Wilbur in their thoughts, as she had recently passed away.

Chairperson Sebolt further stated that Wilbur most recently served as the Senior Vice President of Government Relations for Michigan State University, as well as many other capacities for the County and State government.

### **APPROVAL OF THE MINUTES**

Commissioner Tennis moved to approve the minutes of the November 14, 2023 meeting. Commissioner Lawrence supported the motion.

The motion to approve the minutes carried unanimously.

### **ADDITIONS TO THE AGENDA**

Chairperson Sebolt stated, without objection, the following substitute resolutions would be added:

15. RESOLUTION TO APPROVE A PURCHASE AGREEMENT FOR 426 S. WALNUT STREET, LANSING

24. RESOLUTION TO ACCEPT DEPARTMENT OF JUSTICE BYRNE GRANT FUNDS FROM MICHIGAN PUBLIC HEALTH INSTITUTE FOR LOCAL IMPLEMENTATION OF THE LANSING/INGHAM PEACEMAKER FELLOWSHIP®

**NOVEMBER 28, 2023 REGULAR MEETING**

**PETITIONS AND COMMUNICATIONS**

A LETTER FROM JAMES HOWARD REGARDING THE WILLIAMSTOWN TOWNSHIP PLANNING COMMISSION'S INTENT TO BEGIN THE PREPARATIONS OF A NEW TOWNSHIP MASTER PLAN. Chairperson Sebolt stated this matter would be placed on file.

**LIMITED PUBLIC COMMENT**

None.

**CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS**

None.

**CONSIDERATION OF CONSENT AGENDA**

Commissioner Maiville moved to adopt a consent agenda consisting of all action items, with the exception of Agenda Item Nos. 2, 12, 21, and 24. Commissioner Tennis supported the motion.

The motion carried unanimously.

Those agenda items that were on the consent agenda were approved by unanimous roll call vote.

Items voted on separately are so noted in the minutes.

Introduced by the County Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE BY-LAWS OF THE INGHAM COUNTY  
EQUAL OPPORTUNITY COMMITTEE**

**RESOLUTION #23 –**

WHEREAS, Ingham County has been committed and maintains its commitment to equal opportunity and non-discrimination for all persons; and

WHEREAS, pursuant to Resolution #18-369 the Ingham County Board of Commissioners adopted a revised Equal Opportunity Employment Plan; and

WHEREAS, the plan emphasizes the Ingham County Board of Commissioner's goal to recruit and maintain a diverse workforce based on the general characteristics of its population in an effort to provide the highest quality of service to its constituents, as well as to provide equal opportunity in its employment on the basis of merit and fitness, regardless of race, color, religion, sex, sexual orientation, gender identity or gender expression, national origin, disability, height, weight, marital status, age or political affiliation (except where age, sex or lack of disability constitutes a bona fide occupational qualification); and

WHEREAS, the Equal Opportunity Committee has developed proposed by-laws and is recommending their adoption by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the by-laws of the Ingham County Equal Opportunity Committee.

BE IT FURTHER RESOLVED, that the by-laws, as referenced herein and attached, shall become effective immediately upon adoption by the Board of Commissioners.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

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

Commissioner Morgan stated this resolution might need to be referred back to the Equal Opportunity Committee (EOC) because Article IV of the proposed by-laws had no reference to agendas being required to be posted for the public, per the Open Meetings Act. Commissioner Morgan further stated there was a reference to meeting dates being amended or changed by recommendation and notification of membership, but did not reference notification of the public, as required by law.



## NOVEMBER 28, 2023 REGULAR MEETING

Commissioner Morgan further stated that there were inconsistent citations of the Open Meetings Act and suggested that the EOC should make those adjustments so that there was clarity to the membership what the requirements were.

Commissioner Morgan moved to re-refer the by-laws to the EOC Advisory Committee. Commissioner Trubac supported the motion.

Commissioner Tennis stated that Section 5 of Article II mentioned that the Vice-Chairperson was responsible for ensuring the Open Meetings Act was followed, and that Section 6 of Article II mentioned that the duties of the Secretary were to make sure the issuance of notices were done correctly. Commissioner Tennis asked if that addressed the concern.

Commissioner Morgan stated their concern was that in Section 1 of Article IV, at the end, it said meeting dates may be amended or changed by recommendation and notification of the membership without mentioning that the public needed to be notified. Commissioner Morgan further stated that Section 4 of Article IV had covered the Open Meetings Act, but did not reference that agendas needed to be posted.

Commissioner Morgan stated that there was inconsistent application and that in some parts, it needed to be a little clearer. Commissioner Morgan further stated that if the by-laws were going to reference the Open Meetings Act, it needed to be referenced in all of the important parts to make sure that people were aware that the meetings needed to be posted in advance, per the requirements.

Chairperson Sebolt asked if they thought that was implicitly meant.

Commissioner Morgan stated that some things were explicit and if they were going to include explicit references to certain parts that were rarely used, such as special meetings, they should probably include the big picture things so that people were aware of the responsibilities of the public body.

Discussion ensued regarding the drafting of the by-laws and the inclusion of the Open Meetings Act.

Commissioner Morgan stated that it needed to be done better and Commissioner Tennis did reference that special meetings needed to be posted, but there was no mention of regular meetings needing to be posted. Commissioner Morgan further stated that they believed it was important.

The motion to re-refer the by-laws to the EOC Advisory Committee carried unanimously.

Chairperson Sebolt asked Commissioner Morgan to help the Advisory Committee by noting the changes and the changes to Chairperson Sebolt and Commissioner Pawar for consideration.

Commissioner Morgan stated that they would be happy to. Commissioner Morgan further referred to the Human Services Board and not being sure of requirements under the Open Meetings Act.

Commissioner Morgan stated they thought it would be good for the Board of Commissioners to be more mindful and make sure things were more explicit so individuals realized their responsibilities to the public.

Chairperson Sebolt stated that they appreciated the due diligence.

## NOVEMBER 28, 2023 REGULAR MEETING

### **ARTICLE I - NAME, MEMBERS, TERM OF OFFICE, HOW SELECTED**

#### ***Purpose of the Committee***

The role of the Ingham County Equal Opportunity Committee (EOC) is to serve as an advisory body to the Board of Commissioners on matters involving equal opportunity for all County employees, applicants, contractors, and stakeholders. The EOC makes recommendations to the County Services Committee and the Board of Commissioners as necessary to carry out the County's commitment to equal opportunity.

This Committee advises on and monitors the demographics of employees and applicants to amplify diverse representation, expand recruitment efforts and improve retention. The EOC ensures the County follows non-discriminatory practices, including removing systemic barriers for potential applicants, applicants, employees, contractors, and stakeholders. This Committee to the best extent possible ensures County purchasing is done from equal opportunity employers. The EOC works to support local businesses and simplify the process to become a registered vendor of the County.

The membership of the EOC will represent the broad base of citizens of Ingham County with expressed interest in issues affecting equal opportunity in the county. The membership will take an advocacy position for equal opportunity regarding services and legislation affecting equal opportunity in Ingham County.

#### ***Section 1: Name***

The official name of this advisory Committee is the Ingham County Equal Opportunity Committee (hereinafter referred to as EOC).

#### ***Section 2: Definitions***

- a. "Commissioners" means the Ingham County Committee of Commissioners.
- b. "EOC" means the Equal Opportunity Committee to the Committee and the Commissioners.
- c. "Open Meetings Act" means 267 PA 1976, as amended, of the public acts of Michigan.

#### ***Section 3: Membership of the Committee***

The membership of the EOC will consist of voting members, Ingham County representatives, the Office of Diversity, Equity & Inclusion, and a liaison from the County Board of Commissioners. The EOC members are appointed by the County Board of Commissioners upon recommendation of its County Services Committee.

#### ***Section 4: Term of Office***

The appointments to the EOC are for one-year terms, except appointments to fill the remainder of unexpired terms. Whenever any vacancies will occur in any office, the remainder of the term will be filled by an EOC member elected by majority vote of members present at the meeting.

#### ***Section 5: Attendance Standards***

Board of Commissioners has adopted an attendance policy which states that citizen appointees who have 2 consecutive absences from their regular meetings will receive notification from the Director of the Board of Commissioners' Office inquiring about their absences and advising that Committee members who miss 3 meetings out of 4 meetings, unless barred by statute, are automatically deemed to have resigned from that board or commission and appropriate steps will be taken to fill the vacancy.

It is the expectation that Officers of the EOC attend all committee meetings, leadership meetings and subgroup meetings as scheduled. Officers who are unable to attend meetings, must notify the Chair in

## NOVEMBER 28, 2023 REGULAR MEETING

advance. Officers who miss three consecutive leadership meetings and/or committee meetings will be required to step down from their Officer status.

### ARTICLE II - OFFICERS, TERM OF OFFICE, ELECTION, DUTIES

#### ***Section 1: Officers***

The officers of the Committee will total four: Chairperson, Vice-Chairperson, Secretary and Treasurer

#### ***Section 2: Term of Office***

The term of office will be a period of one year, from January 1 – December 31. For vacancies occurring mid-term, the new Officer selected will serve the remainder of the term and be eligible for election for a full term.

Officers will be eligible for re-election but will not serve more than three successive full terms in office equal to 3 years.

#### ***Section 3: Elections***

To be elected an officer, a member will be nominated and voted on each calendar year. The slate will be presented to the EOC elections in November.

#### ***Section 4: Duties of the Chairperson***

- a. The Chairperson will prepare the agenda for each Committee meeting and facilitate the meeting unless they delegate these duties to another Committee member.
- b. The Chairperson will speak on behalf of the Committee and represent the EOC at meetings of official and community groups when appropriate to participate.
- c. The Chairperson will meet with the Commissioners, including such individual members, as necessary. They will meet with County administrators, and other officials, task forces as well as individual members of human service agencies, as necessary.
- d. In collaboration with the Diversity, Equity and Inclusion Director, the Chairperson will coordinate activities, policies, and procedures for EOC.
- e. Work closely with the Vice Chair and Secretary to draft meeting agendas and review minutes.

#### ***Section 5: Duties of the Vice-Chairperson***

- a. The Vice-Chairperson will assume the duties of the Chairperson in the Chairperson's absence or by the Chairperson's delegation.
- b. The Vice-Chairperson will be responsible to ensure the Open Meetings Act is followed.
- c. Assume the role of Secretary for the purpose of meeting minute documentation in the absence of the EOC Secretary.
- d. Arrange a meeting with new Committee members in order to ensure proper orientation to the Committee.

#### ***Section 6: Duties of the Secretary***

- a. Work with Committee Chair and County staff to ensure the notice and issue of EOC meetings and agenda.
- b. Be responsible for the keeping and reporting of adequate records of all transactions of the Committee.
- c. Record the minutes of EOC meetings and submit to Board of Commissioners staff within ten (10) days of Committee approval.
- d. Make EOC monthly reports during meetings.
- e. Work with the Office of Diversity, Equity & Inclusion to review the budget and report out as needed.

## NOVEMBER 28, 2023 REGULAR MEETING

### ARTICLE III - DUTIES OF THE COMMITTEE

#### ***Section 1: Duties***

- a. Serve as advisors to the Board of Commissioners on matters that will ensure equal opportunity for all County employees, residents, and stakeholders.
- b. Make recommendations to the County Services Committee and/or the Board of Commissioners as necessary to carry out the County's commitment to equal opportunity.
- c. Review reports submitted by stakeholders.
- d. Provide an annual report to the County Services Committee based on its work during the previous calendar year.
- e. Review the Plan for its continued relevance at least every two (2) years.
- f. The EOC will revise its own bylaws and review annually to update and guide its business practices.

#### ***Section 2: Organizational Duties***

- a. The EOC reports to the County Services Committee which acts as a liaison to the Ingham County Board of Commissioners.
- b. The EOC will work cooperatively with other County Departments in recommending strategies to overcome barriers and all other types of discrimination.
- c. The EOC will cooperate with other organizations, commissions, boards with common interests.

### ARTICLE IV - MEETINGS, QUORUM, MINUTES

#### ***Section 1: Meetings***

The EOC will meet monthly on the second Monday of the month. The time and place of regularly scheduled meetings will be determined at the final annual meeting in December. Meeting dates may be amended or changed by a recommendation and notification of the membership.

#### ***Section 2: Special Meetings***

The EOC may meet in a special meeting at the call of the Chairperson. Public notice will be given 48 hours in advance for all special meetings as required by the Open Meetings Act.

#### ***Section 3: Order of Business***

The agenda for EOC meetings will include Call to Order, Roll Call, Reading and Correcting of Minutes, Addition of Items to the Agenda, Limited Public Comment (not to exceed 5 minutes each), and Adjournment.

#### ***Section 4: Open Meetings***

All meetings of the Committee will be open to the public as required by the Open Meetings Act, except that closed sessions may be held as permitted by the Open Meetings Act.

#### ***Section 5. Quorum & Requirements for Committee Action***

A quorum of the Committee will be 51% of voting members. When the Committee has quorum, they are able to vote at the meeting.

## NOVEMBER 28, 2023 REGULAR MEETING

**AN EXECUTIVE COMMITTEE QUORUM: THE THREE ELECTED OFFICERS AND THE LIAISON FROM THE OFFICE OF DIVERSITY, EQUITY & INCLUSION WILL CONSTITUTE THE EXECUTIVE COMMITTEE, WHICH IS EMPOWERED TO TRANSACT NECESSARY EOC BUSINESS IN THE INTERIM BETWEEN EOC MEETINGS. THREE MEMBERS WILL CONSTITUTE A QUORUM FOR MEETINGS OF THE EXECUTIVE COMMITTEE.**

### ***Section 6: Minutes***

The Committee will keep minutes of each meeting and will meet the provisions of the Open Meetings Act.

## **ARTICLE V - RULES & ORDER OF BUSINESS AT MEETINGS**

### ***Section 1: Rules of Order***

When not otherwise provided in these bylaws, Robert's Rules of Order, Revised, will govern the process and procedures of Committee meetings.

## **ARTICLE VI - AMENDMENTS TO BYLAWS, EFFECTIVE DATES, SUSPENSION OF RULES**

### ***Section 1: Amendments to Bylaws***

- a. The Committee may alter, amend, change, modify or repeal any or all of these bylaws at a properly called meeting of the Committee pursuant to the provisions of this Article.
- b. Any proposed change to these bylaws will be submitted to the entire EOC in writing not more than 30 days and not less than seven days prior to a properly called meeting of the Committee at which the proposed change is to be considered and acted upon. A quorum is required to change, alter, modify, repeal, or amend any or all of these bylaws.
- c. After these bylaws have taken effect, changes in these bylaws will only be in sections submitted to the entire Committee. Amendments to proposed changes will not result in changes in these bylaws inconsistent with the title of the section to be amended.
- d. An addition to these bylaws that is not consistent with the title of a section already existing will be submitted, as a proposed new section. Amendments to a proposed new section will not result in language inconsistent with the title of the proposed new section that was submitted to the entire EOC.
- e. Any section proposed to be amended may be repealed. Any section proposed to be repealed may be amended.

### ***Section 2: Suspension of Rules***

Article V of these bylaws may be suspended during a meeting of the EOC by a quorum vote.

### ***Section 3: Adoption of these Bylaws (Effective Date)***

These bylaws will take effect at the next regular meeting of the Committee, following the meeting at which they were adopted by the EOC, so long as the requirements set out for notification or proposed changes in these bylaws.

### ***Section 4: Precedence of State Law***

If any of these bylaws, or any program thereof, are found in conflict with state or federal law, the Committee, upon deliberation, may modify the aforementioned bylaw.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 3**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF THE HYLAND ONBASE ANNUAL SUPPORT**

**RESOLUTION #23 – 527**

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

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

WHEREAS, the current licensing subscription agreement will expire on December 31<sup>st</sup>, 2023; and

WHEREAS, the annual contract amount is in the approved 2024 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the Hyland OnBase annual support by paying invoices in the amount not to exceed \$176,000.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville

**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 4**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE INVOICE FOR RENEWING  
COURTVIEW SUPPORT SERVICES**

**RESOLUTION #23 – 528**

WHEREAS, Ingham County currently utilizes CourtView Software as our criminal justice application; and

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

WHEREAS, the payment totaling \$176,533 for annual support is due for the support from January 1<sup>st</sup>, 2024 - December 31<sup>st</sup>, 2024; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize payment of the invoice for the renewal of support from Equivant in the amount not to exceed \$176,533.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville

**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 5**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE RENEWAL OF PACC/PAAM LICENSING AND SUPPORT**

**RESOLUTION #23 – 529**

WHEREAS, Ingham County Prosecutor’s Office relies on our PAAC/PAAM system; and

WHEREAS, the software has been in use for many years; and

WHEREAS, the renewal for licensing and support will be \$9,010.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of licensing and support from PACC/PAAM in an amount not to exceed \$9,010.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology’s LOFT Fund #63625820-932050.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.



**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 6**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE RENEWAL OF PLURALSIGHT STAFF TRAINING FROM CDWG**

**RESOLUTION #23 – 530**

WHEREAS, Pluralsight is a company that provides IT training in easy to understand videos along with virtual labs and practice exams; and

WHEREAS, ongoing training is an important part of ensuring our Innovation and Technology Department (ITD) staff are best able to serve our citizens; and

WHEREAS, ITD has been pleased with the offerings from Pluralsight and has found it to be very effective; and

WHEREAS, the subscription for training for our entire ITD staff for one year expires November 15, 2023.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of Pluralsight training from CDWG in the amount not to exceed \$20,468.25.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Staff Development and Training Fund #63695800-960000.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TRANE U.S. INC., FOR UPGRADING  
THE TEMPERATURE CONTROLS AND SOFTWARE AT THE 9-1-1 CENTER**

**RESOLUTION #23 – 531**

WHEREAS, the software and controllers that control the temperatures of the 9-1-1 Center are in need of upgrades, the current software has caused the temperatures of the 9-1-1 Center to become uncomfortable for the dispatchers; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the Omnia Co-Operative Agreement do not require three quotes; and

WHEREAS, Trane U.S. Inc., is on the Omnia Co-Operative Agreement; and

WHEREAS, the Facilities Department recommends an agreement with Trane U.S. Inc., for \$16,638 to upgrade the temperature controls and software at the 9-1-1 Center; and

WHEREAS, funds are available in the building equipment maintenance line item #261-32500-932000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Trane U.S. Inc., 3350 Pine Tree Road, Lansing, Michigan 48911, for upgrading the temperature controls and software at the 9-1-1 Center for an amount not to exceed \$16,638.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR  
HELICALLY CORRUGATED STEEL PIPE**

**RESOLUTION #23 – 532**

WHEREAS, the Road Department annually purchases approximately 2,000 feet of corrugated steel pipe for use as drainage culverts and storm sewer construction; and

WHEREAS, the Purchasing Department recently released bid packet #212-23 and received competitive bid proposals for furnishing helically corrugated steel pipe for a period of one (1) year with an option for a one-year renewal, beginning from date of January 1, 2024; and

WHEREAS, bids for helically corrugated steel pipe were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to award the contract to the most complete lowest qualified bidder, Contech Engineered Solutions, LLC for furnishing helically corrugated steel pipe; and

WHEREAS, the Road Department 2024 budget includes sufficient funds to cover the cost associated with this contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid from Contech Engineered Solutions, LLC, located at 661 Jerico Dr, Mason, Michigan for furnishing helically corrugated steel pipe to the Road Department per bid packet #212-23 for a one-year period, with a one-year renewal option, beginning from date of January 1, 2024.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Contech Engineered Solutions, LLC to purchase pipe as needed and budgeted, on behalf of the Road Department.

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR BULK FUEL DELIVERY**

**RESOLUTION #23 – 533**

WHEREAS, the Road Department annually purchases approximately 180,000 gallons of fuel for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released bid packet #215-23 and received competitive bid proposals for the delivery of bulk fuels including unleaded gasoline and diesel; and

WHEREAS, bids for the delivery of fuel were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to award this contract to the lowest, most complete, qualified bidder and purchase fuel on an as-needed, unit price basis from Avery Oil & Propane; and

WHEREAS, the Road Department 2024 budget includes sufficient funds for this contract.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bid from Avery Oil & Propane, located at 402 North St, Mason Michigan 48854 for the purchase of unleaded gasoline and diesel fuel on an as-needed, unit price basis for a period of one year at the rates detailed in their proposal response to IFB #215-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Avery Oil & Propane to purchase unleaded gasoline and diesel fuel on behalf of the Road Department.

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.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR  
2024-2025 AS-NEEDED ENGINEERING DESIGN SERVICES**

**RESOLUTION #23 – 534**

WHEREAS, Road Department staffing is such that many times during the engineering design phase of projects there is insufficient staff, equipment, or expertise to perform all project related data collection, design, or document preparation required to meet funding deadlines; and

WHEREAS, the Purchasing Department solicited proposals (RFP #220-23) from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis throughout 2024 and 2025, receiving nine proposals; and

WHEREAS, Road Department staff reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective consultant who is able to provide the experience and expertise necessary for the specific project under contract; and

WHEREAS, the County on behalf of the Road Department will enter into an agreement with the selected consultants, which ensures requirements and responsibilities are defined; and

WHEREAS, the costs for these services have been included in the Road Fund Budget; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize a contract with the following consultants to provide the requested as-needed engineering design services:

Bergmann, 7050 W. Saginaw Highway, Suite 200, Lansing, MI 48917  
C2AE, 106 W. Allegan Street, Suite 500, Lansing, MI 48933  
DLZ Michigan, Inc., 1425 Keystone Avenue, Lansing, MI 48911  
Fishbeck 5913 Executive Drive, Suite 100, Lansing, MI 48911  
RS Engineering, LLC, 6709 Centurion Drive, Suite 300, Lansing, MI 48917

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Bergmann, 7050 W. Saginaw Highway, Suite 200, Lansing, MI 48917; C2AE, 106 W. Allegan Street, Suite 500, Lansing, MI 48933; DLZ Michigan, Inc., 1425 Keystone Avenue, Lansing, MI 48911; Fishbeck 5913 Executive Drive, Suite 100, Lansing, MI 48911; and RS Engineering, LLC, 6709 Centurion Drive, Suite 300, Lansing, MI 48917 to provide as-needed engineering design services throughout 2024 and 2025 at rates not to exceed those stated in their proposals to RFP #220-23.

**NOVEMBER 28, 2023 REGULAR MEETING**

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR  
2024-2025 AS-NEEDED MATERIAL TESTING AND/OR FABRICATION INSPECTION SERVICES**

**RESOLUTION #23 – 535**

WHEREAS, Road Department staffing is such that many times during the construction season there is insufficient staff, equipment, or expertise to perform all project related material testing and/or fabrication inspections required for road and/or bridge projects; and

WHEREAS, the Purchasing Department solicited proposals (RFP #219-23) from Michigan Department of Transportation prequalified and experienced material testing and fabrication inspection firms to provide services on an as-needed basis throughout 2024 and 2025, receiving five proposals; and

WHEREAS, Road Department staff reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective consultant who is able to provide the experience and expertise necessary for the specific project under contract; and

WHEREAS, the County on behalf of the Road Department will enter into an agreement with the selected consultants, which ensures requirements and responsibilities are defined; and

WHEREAS, the costs for these services have been included in the Road Fund Budget; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize a contract with the following consultants to provide the requested as-needed material testing and/or fabrication inspection services:

*Materials Testing Consultants, 2855 Jolly Road, Okemos, MI 48864*

*Soil and Materials Engineers, Inc., 2663 Eaton Rapids Road, Lansing, MI 48911*

*Professional Service Industries, Inc., 3120 Sovereign Drive, Suite C, Lansing, MI 48911*

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Materials Testing Consultants, 2855 Jolly Road, Okemos, MI 48864; Soil and Materials Engineers, Inc., 2663 Eaton Rapids Road, Lansing, MI 48911; and Professional Service Industries, Inc., 3120 Sovereign Drive, Suite C, Lansing, MI 48911 to provide as-needed material testing and/or fabrication inspection services throughout 2024 and 2025 at rates not to exceed those stated in their proposals to RFP #219-23.

**NOVEMBER 28, 2023 REGULAR MEETING**

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.



NOVEMBER 28, 2023 REGULAR MEETING

ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 12

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE UAW TOPS AND MANAGERIAL & CONFIDENTIAL  
RECLASSIFICATION REQUESTS AND AN ICEA COUNTY PROFESSIONAL  
JOB TITLE CHANGE**

**RESOLUTION #23 – 536**

WHEREAS, the UAW TOPS and ICEA County Professional collective bargaining agreements and the Managerial & Confidential Personnel Manual are each effective January 1, 2022 through December 31, 2024; and

WHEREAS, these agreements and manual include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approved process for reclassification requests for employees in these groups.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
130035	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
130037	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
130061	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
148013	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
148016	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
148053	Court Recorder Probate/Cir. Ct.	Move from UAW G to UAW J
601414	Grants Coordinator to Grants Administrator	Remains ICEA Co Pro 8 w/Job Title Change
226012	Benefits Coordinator (Vacant)	Move from MC 5 to MC 6

<u>Position Title</u>	2023		<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Court Recorder	UAW G: 52,531.56	UAW J: 62,262.46	9,730.90
Benefits Coordinator	MC 5: 56,158.71	MC 6: 60,462.42	4,303.71

**NOVEMBER 28, 2023 REGULAR MEETING**

TOTAL: 62,689.11

BE IT FURTHER RESOLVED, that these reclassifications are effective the first full pay period following the date of their submission to the Human Resources Department.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

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

Chairperson Sebolt disclosed that the UAW TOPS was a local labor organization affiliated with an international organization UAW, which was affiliated with their employer, Michigan American Federation of Labor and Congress Industrial Organizations (AFL-CIO).

The motion to adopt the resolution carried unanimously.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE RENEWING A SUBSCRIPTION WITH  
GOVERNMENTJOBS.COM, INC. DBA NEOGOV FOR HUMAN RESOURCES SOFTWARE**

**RESOLUTION #23 – 537**

WHEREAS, the current GovernmentJobs.com, Inc. DBA NEOGOV subscription for human resources software expires on December 31, 2023; and

WHEREAS, the Human Resources Department recommends renewing the subscription with GovernmentJobs.com, Inc. DBA NEOGOV to continue utilizing human resources software for recruiting, hiring, onboarding, and learning management effective January 1, 2024 through December 31, 2025 in the amount of \$197,931.12; and

WHEREAS, funds are available in the appropriate General Fund line item.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a renewing the subscription with GovernmentJobs.com, Inc. DBA NEOGOV, 2120 Park Pl, Suite 100, El Segundo, CA 90245, for human resources software for a two-year period, effective January 1, 2024 through December 31, 2025.

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.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A STATEMENT OF WORK AGREEMENT WITH  
COMPASS, A DIVISION OF ENCOMPASS EAP, FOR A CULTURAL ASSESSMENT OF THE  
ROAD DEPARTMENT**

**RESOLUTION #23 – 538**

WHEREAS, recent employee relations interactions between employees and management at the Road Department demonstrate a need to examine the working environment and gain cultural insight to learn what is working well and to determine the nature of any real or perceived challenges or barriers; and

WHEREAS, Compass, a division of Encompass, Ingham County’s employee assistance program provider provides cultural assessment services for this purpose, with a focus on teamwork, communication, trust, fairness, leadership, job performance and working relationships and has proposed entering into a Statement of Work Agreement for the Road Department for this purpose; and

WHEREAS, continuing employee relations issues are likely to occur without identification and resolution of any real or perceived challenges or barriers to successful working relationships.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Statement of Work Agreement with Compass, a Division of Encompass EAP, for a cultural assessment of the Road Department in an amount not to exceed \$25,000, to be funded through the County Contingency Fund.

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

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.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE A PURCHASE AGREEMENT FOR  
426 S. WALNUT STREET, LANSING**

**RESOLUTION #23 – 539**

WHEREAS, the Ingham County Board of Commissioners approved the American Rescue Plan Act (ARPA) 30<sup>th</sup> Circuit Court Visiting Judge Program through Resolution #22-212, to help reduce the Court's jury trial backlog created by COVID-19; and

WHEREAS, to house the Visiting Judge Program, the lease of 426 S. Walnut Street, Lansing was approved through Resolution #22-213; and

WHEREAS, the projected ongoing need for additional court room space and the proximity of 426 S. Walnut to the Veterans Memorial Courthouse make the property worth purchasing; and

WHEREAS, the property owner, Community Mental Health Association of Michigan, has agreed to sell the property to Ingham County for \$935,000.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves a Purchase Agreement with Community Mental Health Association of Michigan for 426 S. Walnut Street, Lansing, Michigan with a purchase price of \$935,000.

BE IT FURTHER RESOLVED, that the purchase of 426 S. Walnut Street will be funded through the ARPA 30<sup>th</sup> Circuit Court Visiting Judge Program.

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None. **Absent:** None. **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 16**

Introduced by the Human Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT BY-LAWS FOR THE INGHAM COUNTY  
RACIAL EQUITY TASKFORCE**

**RESOLUTION #23 – 540**

WHEREAS, on June 9, 2020 the Ingham County Board of Commissioners unanimously adopted Resolution #20-254 to declare racism as a public health crisis in the County of Ingham; and

WHEREAS, pursuant to Resolution #20-271, the Ingham County Board of Commissioners established the Ingham County Racial Equity Taskforce, a broadly representative advisory board made up of Ingham County leaders, employees, and the community to achieve community-centered solutions to address the legacy of racial injustices; and

WHEREAS, the charge of the Ingham County Racial Equity Taskforce is to support an overarching goal of achieving equitable outcomes in wealth accumulation and income, education, safety, health, and other measures of well-being among all Black, Indigenous, People of Color Ingham County residents; and

WHEREAS, the Racial Equity Taskforce has developed proposed by-laws and is recommending their adoption by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the by-laws of the Ingham County Racial Equity Taskforce.

BE IT FURTHER RESOLVED, that the by-laws, as referenced herein and attached, shall become effective immediately upon adoption by the Ingham County Board of Commissioners.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

Adopted as a part of the consent agenda.

## **ARTICLE I - NAME, MEMBERS, TERM OF OFFICE, HOW SELECTED**

### ***Purpose of the Taskforce***

The role of the Ingham County Racial Equity Taskforce is to serve as an advisory body to the Board of Commissioners on matters that advocates for relevant policies that improve the social determinates of health in the Black, Indigenous and People of Color communities, and support local, state, and federal initiatives that advance social justice.

The membership of the Taskforce will represent the broad base of citizens of Ingham County with expressed interest in achieving community-centered solutions to address the legacy of racial injustices within the community. With the goal of supporting equitable outcomes in wealth accumulation and income, education, safety, health, and other measures of well-being among all BIPOC Ingham County residents.

### ***Section 1: Name***

The official name of this advisory is the Ingham County Racial Equity Taskforce (RET).

### ***Section 2: Definitions***

- d. "Commissioners" means the Ingham County Board of Commissioners.
- e. "RET" means the Racial Equity Taskforce.
- f. "Open Meetings Act" means 267 PA 1976, as amended, of the public acts of Michigan.

### ***Section 3: Membership of the Taskforce***

The membership of the RET will consist of voting members, Ingham County representatives, the Office of Diversity, Equity & Inclusion, and a liaison from the County Board of Commissioners. The RET members are appointed by the County Board of Commissioners upon recommendation of its County Services Committee.

### ***Section 4: Term of Office***

The appointments to RET are for two-year terms, except appointments to fill the remainder of unexpired terms.

### ***Section 5: Attendance Standards***

Board of Commissioners has adopted an attendance policy which states that citizen appointees who have 2 consecutive absences from their regular meetings shall receive notification from the Director of the Board of Commissioners' Office inquiring about their absences and advising that Committee members who miss 3 meetings out of 4 meetings, unless barred by statute, are automatically deemed to have resigned from that board or commission and appropriate steps will be taken to fill the vacancy.

It is the expectation that Officers of the RET attend all committee meetings, leadership meetings and subgroup meetings as scheduled. Officers who are unable to attend meetings, must notify the Chair in advance. Officers who miss three consecutive leadership meetings and/or committee meetings will be required to step down from their Officer status.

## ARTICLE II - OFFICERS, TERM OF OFFICE, ELECTION, DUTIES

### ***Section 1: Officers***

The officers of the Committee will total four: Chairperson, Vice-Chairperson, Secretary and Treasurer

### ***Section 2: Term of Office***

The term of office will be a period of two years. For vacancies occurring mid-term, the new Officer selected will serve the remainder of the term and be eligible for election for a full term.

Officers will be eligible for re-election but will not serve more than three successive full terms in office equal to 6 years.

### ***Section 3: Elections***

To be elected an officer, a member will be nominated and voted on each Biennial year. The slate will be presented to the RET elections in November.

### ***Section 4: Duties of the Chairperson***

- f. The Chairperson will prepare the agenda for each Taskforce meeting and facilitate the meeting unless they delegate these duties to another Taskforce member.
- g. The Chairperson will speak on behalf of the Taskforce and represent the RET at meetings of official and community groups when appropriate to participate.
- h. The Chairperson will meet with the Commissioners, including such individual members, as necessary. They will meet with County administrators, and other officials, task forces as well as individual members of human service agencies, as necessary.
- i. In collaboration with the Diversity, Equity and Inclusion Director, the Chairperson will coordinate activities, policies, and procedures for RET.
- j. Be responsible for organizing, leading, and coordinating assigned subgroups.
- k. Work closely with the Vice Chair and Secretary to draft meeting agendas and review minutes.

### ***Section 5: Duties of the Vice-Chairperson***

- e. The Vice-Chairperson will assume the duties of the Chairperson in the Chairperson's absence or by the Chairperson's delegation.
- f. The Vice-Chairperson will be responsible to ensure the Open Meetings Act is followed.
- g. Assume the role of Secretary for the purpose of meeting minute documentation in the absence of the RET Secretary.
- h. Be responsible for organizing, leading, and coordinating assigned subgroups
- i. Arrange a meeting with new Taskforce members in order to ensure proper orientation to the Taskforce.

### ***Section 6: Duties of the Secretary***

- f. Work with Taskforce leadership and County staff to ensure the notice and issue of RET meetings and agenda;
- g. Be responsible for the keeping and reporting of adequate records of the Taskforce;
- h. Work with the Office of Diversity, Equity & Inclusion to review the budget and report out as needed;
- i. Be responsible for organizing, leading, and coordinating assigned subgroups.
- j. Serve as backup to the DEI, Executive Assistant to record the minutes and submit to Board of



Commissioners staff within ten (10) days of Taskforce approval.

### ARTICLE III - DUTIES OF THE COMMITTEE

#### *Section 1: Duties*

- g. Serve as advisors to the Board of Commissioners on matters that will ensure racial equity for all County employees, residents, and stakeholders.
- h. Make recommendations to the County Services Committee and/or the Board of Commissioners as necessary to carry out the County's commitment to racial equity.
- i. Review reports submitted by stakeholders.
- j. Provide an annual report to the County Services Committee based on its work during the previous calendar year.
- k. Review the Plan for its continued relevance at least every two (2) years.
- l. The RET will revise its own bylaws and review annually to update and guide its business practices.

#### *Section 2: Organizational Duties*

- d. The RET reports to the County Services Committee which acts as a liaison to the Ingham County Board of Commissioners.
- e. The RET will work cooperatively with other County Departments in recommending strategies to overcome racism and all other types of discrimination.
- f. The RET will cooperate with other organizations, commissions, boards with common interests.

### ARTICLE IV - MEETINGS, QUORUM, MINUTES

#### *Section 1: Meetings*

The RET will meet monthly on the third Thursday of the month. The time and place of regularly scheduled meetings will be determined at the final annual meeting in December. Meeting dates may be amended or changed by a recommendation and notification of the membership.

#### *Section 2: Special Meetings*

The RET may meet in a special meeting at the call of the Chairperson. Public notice will be given 48 hours in advance for all special meetings as required by the Open Meetings Act.

#### *Section 3: Order of Business*

The agenda for RET meetings will include Call to Order, Roll Call, Reading and Correcting of Minutes, Addition of Items to the Agenda, Limited Public Comment (not to exceed 5 minutes each), and Adjournment.

#### *Section 4: Open Meetings*

All meetings of the Taskforce will be open to the public as required by the Open Meetings Act, except that closed sessions may be held as permitted by the Open Meetings Act.

#### *Section 5. Quorum & Requirements for Committee Action*

A quorum of the Taskforce will be 51% of voting members. When the Taskforce has quorum, they are able to vote at the meeting.

**AN EXECUTIVE COMMITTEE QUORUM: THE THREE ELECTED OFFICERS AND THE LIAISON FROM THE OFFICE OF DIVERSITY, EQUITY & INCLUSION WILL CONSTITUTE THE EXECUTIVE TASKFORCE, WHICH IS EMPOWERED TO TRANSACT NECESSARY RET BUSINESS IN THE INTERIM BETWEEN RET MEETINGS. THREE MEMBERS WILL CONSTITUTE A QUORUM FOR MEETINGS OF THE EXECUTIVE TASKFORCE.**

**Section 6: Minutes**

The Taskforce will keep minutes of each meeting and will meet the provisions of the Open Meetings Act.

ARTICLE V - RULES & ORDER OF BUSINESS AT MEETINGS

**Section 1: Rules of Order**

When not otherwise provided in these bylaws, Robert's Rules of Order, Revised, will govern the process and procedures of Taskforce meetings.

ARTICLE VI - AMENDMENTS TO BYLAWS, EFFECTIVE DATES, SUSPENSION OF RULES

**Section 1: Amendments to Bylaws**

- f. The Taskforce may alter, amend, change, modify or repeal any or all of these bylaws at a properly called meeting of the Taskforce pursuant to the provisions of this Article
- g. Any proposed change to these bylaws will be submitted to the entire RET in writing not more than 30 days and not less than seven days prior to a properly called meeting of the Taskforce at which the proposed change is to be considered and acted upon. A quorum is required to change, alter, modify, repeal, or amend any or all of these bylaws.
- h. After these bylaws have taken effect, changes in these bylaws will only be in sections submitted to the entire Taskforce. Amendments to proposed changes will not result in changes in these bylaws inconsistent with the title of the section to be amended
- i. An addition to these bylaws that is not consistent with the title of a section already existing will be submitted, as a proposed new section. Amendments to a proposed new section will not result in language inconsistent with the title of the proposed new section that was submitted to the entire RET
- j. Any section proposed to be amended may be repealed. Any section proposed to be repealed may be amended.

**Section 2: Suspension of Rules**

Article V of these bylaws may be suspended during a meeting of the RET by a quorum vote.

**Section 3: Adoption of these Bylaws (Effective Date)**

These bylaws will take effect at the next regular meeting of the Taskforce, following the meeting at which they were adopted by the RET, so long as the requirements set out for notification or proposed changes in these bylaws.

**Section 4: Precedence of State Law**

If any of these bylaws, or any program thereof, are found in conflict with state or federal law, the Taskforce, upon deliberation, may modify the aforementioned bylaw.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 17**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING DENISE CHRYSLER FOR HER SERVICE AS AN  
INGHAM COUNTY BOARD OF HEALTH MEMBER**

**RESOLUTION #23 – 541**

WHEREAS, Ingham County Health Department (ICHHD), the ICHD Board of Health, and the Ingham County Board of Commissioners (BOC) wish to honor Denise Chrysler for her years of service as an Ingham County Board of Health member; and

WHEREAS, Denise has served as a pivotal member of the Board of Health for over ten years; and

WHEREAS, the Board of Health is incredibly indebted to Denise’s service, dedication to Ingham County’s health and well-being, and steadfast commitment to public health; and

WHEREAS, Denise has served on several committees and spearheaded many campaigns and educational initiatives partnering with the Board of Health and the BOC on legal and policy recommendations and briefings; and

WHEREAS, Denise has recently retired from a distinguished career as a preeminent Public Health attorney; and

WHEREAS, the Board of Health and the Medical Health Officer recommend that the Ingham County Board of Commissioners hereby honor Denise Chrysler for her dedication as a stalwart Board of Health and community member, and for her years of service as a champion of public health.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Denise Chrysler for her dedication as a stalwart Board of Health and community member, and for her years of service as a champion of public health.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes her a well-deserved and fulfilling retirement.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 18**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MOORE TROSPER  
CONSTRUCTION CO., FOR THE RENOVATIONS TO THE MICHIGAN DEPARTMENT OF  
HEALTH AND HUMAN SERVICES SPACE AT THE HUMAN SERVICES BUILDING**

**RESOLUTION #23 – 542**

WHEREAS, Michigan Department of Health and Human Services (MDHHS) currently leases approximately 55,026 square feet of space at the Human Services Building (HSB); and

WHEREAS, it is unknown when the space was last updated, the space is outdated and in need of renovations; and

WHEREAS, the renovations include but are not limited to: removal of existing gypsum board partitions, modifications to existing partitions, installation of new gypsum board partitions, new flooring, paint, sound attenuation panels, cabinetry, window film, doors, frames, hardware, security type windows, ceiling modifications, toilet room renovations, mechanical system adjustments, light fixture replacements, and new lighting control systems; and

WHEREAS, the Purchasing Department solicited proposals from qualified vendors; and

WHEREAS, the Facilities Department recommends an agreement with Moore Trosper Construction Co., a local vendor who submitted the lowest responsive and responsible proposal of \$1,624,400 for the renovations to MDHHS space at HSB; and

WHEREAS, the Facilities Department is requesting a contingency of \$100,000 for any unforeseen circumstances; and

WHEREAS, the lease with the State of Michigan will need to be amended to include the funding for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Moore Trosper Construction Co., 4224 Keller Road, Holt, Michigan, 48842, for the renovations to the Michigan Department Health and Human Services space at the Human Services Building for a not to exceed amount of \$1,724,400 which includes a \$100,000 contingency.

BE IT FURTHER RESOLVED, that the lease with the State of Michigan for the Michigan Department of Health and Human Services space at the Human Services Building is hereby amended by an amount not to exceed \$1,724,400 to reimburse Ingham County for costs associated with this project.

**NOVEMBER 28, 2023 REGULAR MEETING**

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.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 11/21/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 19**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH FREEDOM CONSTRUCTION AND CONSULTING, INC. TO DECONSTRUCT THE HOOP HOUSE AT THE INGHAM COUNTY FAIRGROUNDS**

**RESOLUTION #23 – 543**

WHEREAS, a tension fabric building known as the hoop house was constructed at the Fairgrounds in 2016 for the purpose of providing additional indoor horseback riding space and livestock showing space; and

WHEREAS, the building was under utilized because of the location on the grounds; and

WHEREAS, the Fairgrounds currently floods during heavy rainstorms; and

WHEREAS, the flood water needs to be retained on the grounds; and

WHEREAS, the location of the hoop house is the ideal location to hold water with the least impact to the overall operations of the fairgrounds; and

WHEREAS, the Ingham County Drain Office agrees that this location is ideal; and

WHEREAS, the hoop house needs to be deconstructed in order to accommodate construction of a retention pond; and

WHEREAS, after a careful review of the bids, the Fairgrounds Events Director and the Fair Board concur that a contract be awarded to Freedom Construction and Consulting, INC. to deconstruct the hoop house for an amount not to exceed \$94,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Freedom Construction and Consulting, INC. to deconstruct the hoop house in an amount not to exceed \$94,000.

BE IT FURTHER RESOLVED, that the funding source is the fund balance in the hotel/motel fund.

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 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.

**NOVEMBER 28, 2023 REGULAR MEETING**

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 20**

Introduced by the Human Services and Finance Committees:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ADVANCE PEACE FORMERLY  
NAMED SAFE PASSAGES**

**RESOLUTION #23 – 544**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Advance Peace formerly named Safe Passages effective September 1, 2023, through November 30, 2024, in an amount not to exceed \$67,500; and

WHEREAS, Advance Peace was formerly named Safe Passages and yet operated under both names; and

WHEREAS, this distinction is important as Safe Passages has separated as its own entity separate from Advance Peace, thus requiring a new resolution; and

WHEREAS, this resolution will void the former contract approved through Resolution #21–430; and

WHEREAS, this agreement will be covered by funding designated for the Advance Peace initiative in an amount not to exceed \$67,500; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize enter into an agreement with Advance Peace formerly named Safe Passages effective September 1, 2023, through November 30, 2024, in an amount not to exceed \$67,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize enter into an agreement with Advance Peace formerly named Safe Passages effective September 1, 2023, through November 30, 2024, in an amount not to exceed \$67,500.

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 agreement upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville

**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.



**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 21**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY FOR FY 2023-2024**

**RESOLUTION #23 – 545**

WHEREAS, Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs; and

WHEREAS, EGLE will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality and has since passed to the newly reorganized Department of EGLE; and

WHEREAS, EGLE proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from ICHHD; and

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with EGLE to conduct environmental monitoring and inspections for non-community programs, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$98,813..

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE to conduct environmental monitoring and inspections for non-community programs, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$98,813.

BE IT FURTHER RESOLVED that EGLE shall reimburse ICHHD up to \$98,813 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program (Type II public) – up to \$24,580
- General Fund – up to \$54,313
- Drinking Water Long-Term Monitoring – up to \$700
- Campground Requirements – up to \$800
- Public Swimming Pools – up to \$18,420.

BE IT FURTHER RESOLVED, that the funding was anticipated in ICHHD's FY2023-2024 budget.

**NOVEMBER 28, 2023 REGULAR 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, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Moved by Commissioner Tennis to adopt the resolution. Commissioner Celentino supported the motion.

Commissioner Tennis amended their motion as follows:

Moved by Commissioner Tennis to adopt the resolution **and to amend the resolution as follows:**

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with EGLE to conduct environmental monitoring and inspections for non-community programs, effective October 1, ~~2022~~ **2023** through September 30, ~~2023~~ **2024** in an amount not to exceed \$98,813..

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE to conduct environmental monitoring and inspections for non-community programs, effective October 1, ~~2022~~ **2023** through September 30, ~~2023~~ **2024** in an amount not to exceed \$98,813.

Chairperson Sebolt stated this was considered a friendly amendment to the motion to adopt the resolution.

Commissioner Tennis thanked Commissioner Pawar for spotting the error.

The motion to adopt the resolution, as amended, carried unanimously.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF INDIVIDUAL GIFT CARDS FOR  
AMERICORPS FY 2023-2024 MEMBERS**

**RESOLUTION #23 – 546**

WHEREAS, Ingham County Health Department (ICHD) wishes to purchase individual gift cards for each AmeriCorps State and Public Health AmeriCorps Member as a portion of their compensation, effective upon approval through September 30, 2024 in an amount not to exceed \$7,842; and

WHEREAS, Michigan Department of Labor and Economic Opportunity (MDLEO) grants funding each year for the two AmeriCorps programs, and has confirmed that a using portion of the funding each year to purchase gift cards for AmeriCorps members is an allowable and appropriate expense in addition to their base stipend; and

WHEREAS, providing gift cards to each AmeriCorps member for mileage offers a more efficient, member-friendly, and cost-effective solution that simplifies the reimbursement process and enhances the overall experience for both members and employers; and

WHEREAS, individual gift card amounts will vary depending on the member slot, length of service, and what budget has been approved for by the funder (MCSC); and

WHEREAS, all gift cards will be tracked in compliance with Purchasing’s policies and the distribution sheets will be checked for accuracy by two staff individuals, to ensure compliance and accountability of funds; and

WHEREAS, gift cards offer a convenient and hassle-free solution for AmeriCorps members, reduces administrative burdens on members, program staff, and employers, and places value on a member’s time which contributes to higher service satisfaction; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize purchasing individual gift cards for each AmeriCorps State and Public Health AmeriCorps Member as portion of their compensation, in addition to their base stipend effective upon approval through September 30, 2024 in an amount not to exceed \$7,842.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes purchasing individual gift cards for AmeriCorps State and Public Health AmeriCorps members, effective upon approval through September 30, 2024 in an amount not to exceed \$7,842.

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

**NOVEMBER 28, 2023 REGULAR MEETING**

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

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville

**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PUBLIC HEALTH  
INSTITUTE TO PROVIDE A YEAR TWO EVALUATION OF THE LANSING/INGHAM PEACE  
MAKER FELLOWSHIP® AND TO PROVIDE YEAR TWO FIDUCIARY SERVICES FOR  
PEACEMAKER FELLOWSHIP® LIFEMAP**

**RESOLUTION #23 – 547**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Michigan Public Health Institute (MPHI) in an amount not to exceed \$129,750 effective October 1, 2023 through September 30, 2024; and

WHEREAS, on March 23, 2021, the Board of Commissioners approved Resolution #21-179, stating that Ingham County will include in its 2022-2024 Public Safety Plan, a commitment, support, and partnership with Advance Peace and local partners in the amount of \$590,000, for establishing a program to help build and sustain local community capacity to interrupt gun violence; and

WHEREAS, in order to further these efforts, MPHI will provide the following services:

- A year two Evaluation of the Lansing/Ingham Peacemaker Fellowship®
- Year two Fiduciary Services for Peacemaker Fellowship® LifeMAP Allowances, Horizon Building Journeys, travel and conference registrations for the Local Operator and other local partners, and stipends for Community Co-Chairs not paid by other funding sources; and

WHEREAS, per Resolution #21-179, Ingham County agreed to provide local gun violence-related data, and agreed to work with the Advance Peace evaluation team consisting of MPHI, the Institute of Urban and Regional Development at UC Berkeley (IURD), and the National Council on Crime and Delinquency (NCCD) to ensure completion of a quality and timely evaluation of the Advance Peace strategy as implemented in Ingham County, MI; and

WHEREAS, all costs of this agreement will be covered by funds already received and budgeted for within the Advance Peace Initiative budget (ICHHD); and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with MPHI to provide a year two evaluation of the Lansing/Ingham Peace Maker Fellowship® and to provide year two fiduciary services for Peacemaker Fellowship® LifeMAP, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$129,750.

**NOVEMBER 28, 2023 REGULAR MEETING**

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI to provide a year two evaluation of the Lansing/Ingham Peace Maker Fellowship® and to provide year two fiduciary services for Peacemaker Fellowship® LifeMAP, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$129,750.

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, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT DEPARTMENT OF JUSTICE BYRNE GRANT FUNDS FROM  
MICHIGAN PUBLIC HEALTH INSTITUTE FOR LOCAL IMPLEMENTATION OF THE  
LANSING/INGHAM PEACEMAKER FELLOWSHIP®**

**RESOLUTION #23 – 548**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept a Department of Justice (DOJ) grant from Michigan Public Health Institute (MPHI) for the local implementation of the Lansing/Ingham Peacemaker Fellowship and wishes to partner with Advance Peace effective October 1, 2023 through September 30, 2024; and

WHEREAS, on March 23, 2021, the Board of Commissioners approved Resolution #21-179, stating that Ingham County will establish a program to help build and sustain local community capacity to interrupt gun violence; and

WHEREAS, this program will help save lives and reduce the life-altering trauma experienced by people living in impacted communities and by the service providers who support them; and

WHEREAS, the Advance Peace planning team has established a three-year budget totaling \$1,954,240 for local implementation of the Peacemaker Fellowship® (the flagship program of the Advance Peace model), and has secured commitments for funding, of which \$35,406 was committed via formal notification of a grant award from the DOJ Byrne Grant; and

WHEREAS, ICHD will complete all required grant reporting outlined in the contract with MPHI by the required deadlines; and

WHEREAS, upon contract execution, Ingham County Health Department (ICHD) will receive monthly payments of \$2,950.50 per month from October 1, 2023, through September 30, 2024; and

WHEREAS, total payments from MPHI under this agreement shall not exceed the sum of \$35,406; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting a Department of Justice (DOJ) grant funds from Michigan Public Health Institute (MPHI) for the local implementation of the Lansing/Ingham Peacemaker Fellowship and to partner with Advance Peace effective October 1, 2023 through September 30, 2024.

THEREFORE IT BE RESOLVED, that the Ingham County Board of Commissioners authorizes accepting a Department of Justice (DOJ) grant funds from Michigan Public Health Institute (MPHI) for the local implementation of the Lansing/Ingham Peacemaker Fellowship and to partner with Advance Peace effective October 1, 2023 through September 30, 2024.

**NOVEMBER 28, 2023 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the that the Ingham County Board of Commissioners accepts a DOJ grant from MPHI in an amount not to exceed \$35,406, effective October 1, 2023, through September 30, 2024.

BE IT FURTHER RESOLVED, that the Advance Peace planning team will continue working to identify and secure funding sources for additional project enhancements.

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 any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Cahill **Approved 11/20/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

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

Commissioner Tennis stated the resolution needed to be amended in the following three clauses:

WHEREAS, the Advance Peace planning team has established a three-year budget totaling \$1,954,240 for local implementation of the Peacemaker Fellowship® (the flagship program of the Advance Peace model), and has secured commitments for funding, of which ~~\$34,406~~ **35,406** was committed via formal notification of a grant award from the DOJ Byrne Grant; and

WHEREAS, total payments from MPHI under this agreement shall not exceed the sum of ~~\$34,406~~ **35,406**; and

BE IT FURTHER RESOLVED, that the that the Ingham County Board of Commissioners accepts a DOJ grant from MPHI in an amount not to exceed ~~\$34,406~~ **35,406**, effective October 1, 2023, through September 30, 2024.

This was considered a friendly amendment.

The motion to adopt the resolution, as amended, carried unanimously.



**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 25**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO REAUTHORIZE A CONTRACT FOR PSYCHOLOGICAL SERVICES WITH  
DR. RICHARD JANKA OF FRONTLINE CONSULTING, FOR EMPLOYMENT RELATED  
PSYCHOLOGICAL SERVICES AS NEEDED WITH THE INGHAM COUNTY SHERIFF'S OFFICE**

**RESOLUTION #23 – 549**

WHEREAS, many state, county, and local law enforcement agencies in the State of Michigan conduct psychological testing for applicants who receive conditional job offers as well as assistance with personnel who suffer from potential or actual post-traumatic stress; and

WHEREAS, Dr. Richard Janka of Frontline Consultants, specializes in both pre-employment psychological testing as well as providing post-traumatic stress testing and other psychological services; and

WHEREAS, the Ingham County Sheriff's Office and Dr. Richard Janka have a current agreement for these services via Resolution #21-276, which expires December 31, 2023; and

WHEREAS, the Ingham County Sheriff's Office requires psychological screenings of prospective Sheriff's Deputies and desires to continue contractual services with Dr. Janka for this purpose; and

WHEREAS, the Ingham County Sheriff's Office, for liability and risk management concerns, and a desire to assist our current and future employees who need assistance due to high stress situations they encounter, wishes to contract with Dr. Janka and Frontline Consulting for specialized care as needed; and

WHEREAS, Michigan Municipal Risk Management Authority (MMRMA), our insurance carrier, promotes the use of psychological testing for conditional job offers for Deputy Sheriffs; and

WHEREAS, the Sheriff's Office has identified funding in the Contractual Service line item #10130102-818000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to contract with Dr. Richard Janka for psychological services for pre-employment screening of applicants at a rate of \$575 per encounter, years 2024-2025, and \$600 per encounter, years 2026+, and \$175 per hour for post-traumatic stress reviews on an as needed basis, and \$200 per hour for fit for duty evaluations.

BE IT FURTHER RESOLVED, that the costs for these services will not exceed \$21,000 per year for the term of the agreement.

BE IT FURTHER RESOLVED, that the term of the agreement shall be January 1, 2024 – December 31, 2026 with two (2), one (1) year extension options.

**NOVEMBER 28, 2023 REGULAR MEETING**

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 26**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE FY 2024 MICHIGAN MENTAL HEALTH COURT PROGRAM GRANT, CONTINUE THE GRANT FUNDED FULL-TIME MENTAL HEALTH COURT-COURT SERVICES COORDINATOR POSITION, AND AUTHORIZE SUBCONTRACTS WITH CMHA/CEI; AVERHEALTH; JSG; MDOC; NORTHWEST INITIATIVE; PATS; AND RISE**

**RESOLUTION #23 – 550**

WHEREAS, the 30th Circuit Court submitted a grant request in the amount of \$310,556 to the State Court Administrative Office (SCAO) for continuation of the Felony Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2023 through September 30, 2024; and

WHEREAS, the SCAO has notified the Court that a grant in the amount of \$258,205 has been awarded to continue the program; and

WHEREAS, the goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision, to minimize recidivism, and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle; and

WHEREAS, the grant includes a total of \$122,816 for the grant funded salary and fringe benefits of the fulltime Mental Health Court – Court Services Coordinator position, ICEA Pro 05; and

WHEREAS, the grant provides for implementation, services and participant treatment and services as follows: mental health treatment services to be provided by CMHA/CEI; drug testing services to be provided by Averhealth; electronic monitoring services to be provided by JSG and/or Michigan Department of Corrections; ancillary services to be provided by Northwest Initiative; mental health services to be provided by Prevention and Training Services (PATS); and transitional housing to be provided by RISE Recovery Community or Pinnacle or other available vendors (collectively not to exceed (\$129,392); and

WHEREAS, the grant also provides funding for program software like Zoom and DocuSign (\$450), program supplies (\$2,007) and team training (\$3,540); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2024 Felony Michigan Mental Health Court Operational Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves and authorizes entering into a contract with the State Court Administrative Office for continuation of the Felony Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2023 through September 30, 2024 in the amount of \$258,205.

**NOVEMBER 28, 2023 REGULAR MEETING**

BE IT FURTHER RESOLVED, that as of October 1, 2023, the Ingham County Board of Commissioners authorizes the continuation of the MHC Court Services Coordinator position for the Michigan Mental Health Grant Program (\$122,816).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves and authorizes entering into subcontracts for the same grant with mental health treatment services to be provided by CMHA/CEI; drug testing services to be provided by Averhealth; electronic monitoring services to be provided by JSG and/or Michigan Department of Corrections; ancillary services to be provided by Northwest Initiative; mental health services to be provided by Prevention and Training Services (PATS); and transitional housing to be provided by RISE Recovery Community or Pinnacle or other available vendors (collectively not to exceed \$129,392).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes receiving grant funds for supplies, training, and program software in the amount of \$5,997.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2023-2024 budget and position allocation lists consistent with this resolution.

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 27**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER FUNDS BUDGETED FOR TRANSCRIPTS  
FROM THE PROBATE COURT BUDGET TO THE CIRCUIT COURT  
GENERAL TRIAL DIVISION BUDGET**

**RESOLUTION #23 – 551**

WHEREAS, the Circuit Court General Trial Division Budget pays for certain transcripts of proceedings, including transcripts of certain Family Division proceedings presided over by Circuit Court Family Division Judges; and

WHEREAS, Probate Court Judges hear Circuit Court Family Division matters and the Probate Court Budget had for several years paid for the Circuit Court Family Division transcripts; and

WHEREAS, in 2022, it was determined that it would be more efficient and assist with data compilation if all court-funded transcripts from Circuit Court Family Division matters were processed by the Circuit Court and paid by the Circuit Court budget; and

WHEREAS, the Board of Commissioners approved Resolution 22-122, which included the consolidation of payment processing in the Circuit Court and a transfer of funds budgeted for transcripts from the Probate Court to the Circuit Court; and

WHEREAS, a resolution to transfer funds budgeted for transcripts in 2023 should be approved; and

WHEREAS, the Circuit Court and Probate Court are in agreement with regard to this budget transfer.

THEREFORE BE IT RESOLVED, that \$12,000 shall be transferred from the Probate Court transcripts budget (line item 101-14803-810000) to the Circuit Court General Trial Division transcripts budget (line item 101-13001-810000).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2023 budget consistent with this resolution.

BE IT FURTHER RESOLVED, that the approval of, and payment for, court-funded transcripts from Circuit Court Family Division matters heard by Probate Court Judges will continue to be handled by the Circuit Court.

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**NOVEMBER 28, 2023 REGULAR MEETING**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 28**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE 2024 INGHAM COUNTY PROBATE COURT CONTRACTS FOR  
GUARDIAN AD LITEM, COURT-APPOINTED ATTORNEY, AND GUARDIANSHIP REVIEW  
INVESTIGATION SERVICES**

**RESOLUTION #23 – 552**

WHEREAS, under Michigan law, the Probate Court is obligated to appoint guardians ad litem, attorneys, and guardianship review investigators in cases before the Court; and

WHEREAS, historically, the Probate Court and Ingham County, as its funding unit, have entered into contracts with local attorneys to provide guardian ad litem, court-appointed attorney, and guardianship investigation services on a calendar year basis; and

WHEREAS, the Probate Court desires to enter into contracts for the 2024 calendar year; and

WHEREAS, funding for these contracts have been included in the Probate Court’s component of Ingham County’s 2024 Adopted Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve entering into contracts for the 2024 calendar year on the following terms:

<b>Attorney</b>	<b>Contract Purpose</b>	<b>Amount of Contract Shall Not Exceed</b>
Michael Staake	Court Appointed Attorney for Mental Illness Hearings	\$16,842.11
Elias Kafantaris	Guardianship Review Investigations	\$24,000.00
Elias Kafantaris	Guardian Ad Litem	\$41,209.71
Elias Kafantaris	Court Appointed Attorney for General Probate Matters	\$9,729.88
Robert Refior	Guardian Ad Litem	\$41,209.71
Robert Refior	Court Appointed Attorney for General Probate Matters	\$9,729.88

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.

**NOVEMBER 28, 2023 REGULAR MEETING**

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.



**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 29**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT A GRANT AWARD FROM THE MICHIGAN SUPREME COURT STATE COURT ADMINISTRATIVE OFFICE - MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM, CONTINUE A PROBATION OFFICER POSITION, AND AUTHORIZE SUBCONTRACTS**

**RESOLUTION #23 – 553**

WHEREAS, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) estimates there are over 5,000 seriously mentally ill adults in our region; and

WHEREAS, the 55<sup>th</sup> District Court has identified a need for specialized case handling for mentally ill defendants; and

WHEREAS, research indicates such specialized case handling results in lower recidivism rates, increased public safety and more efficient public sector spending; and

WHEREAS, the 55<sup>th</sup> District Court has received a grant from the State Court Administrative Office - Michigan Mental Health Court Grant Program in the amount of \$459,900 to continue a Mental Health Court at the 55<sup>th</sup> District Court; and

WHEREAS, continuation of the Mental Health Court will require continuing to employ a probation officer to provide staffing for the program; and

WHEREAS, sources of Mental Health Court grant funding have been identified which would not obligate the County to provide matching funds, including but not limited to the State Court Administrative Office - Michigan Mental Health Grant Program (SCAO-MMHCGP).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign contracts after review by the County Attorney to accept a SCAO-MMHCGP grant in the amount of \$459,900 for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign additional or amended contracts after review by the County Attorney if additional supplementary funding is awarded within the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the total grant budget not to exceed \$600,180 unless additional supplementary funding is made available, to include SCAO/MMHCGP grant funds in the amount of \$459,900, Ingham County In-Kind matching funds not to exceed \$104,521 with no local hard cash matching funds, and Community Mental Health Authority of Clinton,

**NOVEMBER 28, 2023 REGULAR MEETING**

Eaton, and Ingham Counties Local In-Kind Contributions not to exceed \$35,759 with no local hard cash matching funds.

BE IT FURTHER RESOLVED, that the 55<sup>th</sup> District Court will allocate \$4,500 of the Ingham County In-Kind funding to the Ingham County Office of the Public Defender for representation of non-indigent Mental Health Court participants.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes continuation of one FTE Grant-funded Probation Officer, an ICEA Court Professional Grade 7 contingent upon the availability of grant funds.

BE IT FURTHER RESOLVED, that Mental Health Court program direct service subcontracts for the following services in the following amounts are authorized:

- Electronic Monitoring Services with Judicial Services Group – not to exceed a total of \$1,500.
- Substance Use Testing with Averhealth or other qualified vendor – not to exceed a total of \$43,832.
- Mental Health Services with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties—not to exceed \$359,899.

(\$279,432 grant funding, \$44,708 Ingham County In-Kind Funding, and \$35,759 Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Local In-Kind Contribution funding)

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2023 and 2024 55<sup>th</sup> District Court budget and Position Allocation List.

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 30**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT A  
GRANT AWARD FROM THE MICHIGAN SUPREME COURT'S STATE COURT  
ADMINISTRATIVE OFFICE - MICHIGAN DRUG COURT GRANT PROGRAM AND THE OFFICE  
OF HIGHWAY SAFETY PLANNING AND AUTHORIZE SUBCONTRACTS**

**RESOLUTION #23 – 554**

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

WHEREAS, continuation of the Sobriety Court will require continuing to employ two probation officers to provide staffing for the program; and

WHEREAS, the increased caseloads seriously threaten the level and quality of services; and

WHEREAS, sources of sobriety court grant funding have been identified which would not obligate the County to provide matching funds, including but not limited to the State Court Administrative Office - Michigan Drug Court Grant Program (SCAO-MDCGP) and the State Court Administrative Office – Office of Highway Safety Program (SCAO-OHSP).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign contracts after review by the County Attorney to accept a SCAO-MDCGP grant in the amount of \$150,199 and a SCAO-OHSP grant in the amount of \$34,000 to the Ingham County 55th District Court Sobriety Court Program for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign additional or amended contracts after review by the County Attorney if additional supplementary funding is awarded within the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of donations from the Ingham County Sobriety Court Foundation as well as other organizations, groups, and individuals to the Ingham County 55th District Court Sobriety Court.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby expresses its appreciation to the Ingham County Sobriety Court Foundation for any future possible donations to the 55th District Court Sobriety Court Program and authorizes the program to accept any future possible donation.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the total grant budget not to exceed \$397,279 unless additional supplementary funding is made available, to include

**NOVEMBER 28, 2023 REGULAR MEETING**

SCAO/MDCGP grant funds in the amount of \$150,199, SCAO/OHSP grant funds in the amount of \$34,000, and Ingham County In-Kind matching funds of \$213,080.

BE IT FURTHER RESOLVED, that the 55<sup>th</sup> District Court will allocate \$9,600 of the Ingham County In-Kind funding to the Ingham County Office of the Public Defender for representation of non-indigent Sobriety Court participants.

BE IT FURTHER RESOLVED, that the grant funding will help support one full-time Probation Officer, ICEA Court Professional Grade 7.

BE IT FURTHER RESOLVED, that Sobriety Court program direct service subcontracts for the following services in the following amounts are authorized:

- Substance Use Testing with Averhealth or other qualified vendor - not to exceed \$107,808, and
- Evaluation and Treatment services with Cognitive Consultants – not to exceed \$38,552.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2023 and 2024 55<sup>th</sup> District Court budget and Position Allocation List.

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.

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

**NOVEMBER 28, 2023 REGULAR MEETING**

**ADOPTED – NOVEMBER 28, 2023  
AGENDA ITEM NO. 31**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE STATE OF MICHIGAN ACCEPTING  
THE FY 2023 HOMELAND SECURITY GRANT PROGRAM FUNDS AND MAKE INGHAM  
COUNTY THE FIDUCIARY AGENT FOR MICHIGAN HOMELAND SECURITY REGION 1**

**RESOLUTION #23 – 555**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY 2023 Homeland Security Grant Program (HSGP) for Region 1; and

WHEREAS, Region 1 partners included are County of Clinton, County of Eaton, County of Gratiot, County of Hillsdale, County of Ingham, County of Jackson, County of Lenawee, County of Livingston, County of Shiawassee, and the City of Lansing; and

WHEREAS, the HSGP is a core assistance program that provides funds to build capabilities at the state, local, tribal, and territorial levels, to enhance national resilience to absorb disruptions and rapidly recover from natural disasters and terrorist incidents; and

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

WHEREAS, the total grant award for the FY 2023 HSGP for Region 1 is \$775,162.00; and

WHEREAS, a portion of the grant funds are specifically allocated to Ingham County for State Homeland Security Program (SHSP) and Law Enforcement Terrorism Prevention Activities (LETPA); and

WHEREAS, an additional portion of the grant funds may be used to reimburse salary for the Ingham County Emergency Planner and Fiduciary Agent during the administration and execution of HSGP grant activities; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan to be the fiduciary agent for the FY 2023 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of \$775,162.00 for the time period of September 1, 2023 to May 31, 2026.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the following Region 1 partners receiving FY 2023 HSGP funding to include: County of Clinton,

**NOVEMBER 28, 2023 REGULAR MEETING**

County of Eaton, County of Gratiot, County of Hillsdale, County of Jackson, County of Lenawee, County of Livingston, County of Shiawassee, and the City of Lansing.

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

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/16/2023**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Peña, Maiville  
**Nays:** None **Absent:** Morgan, Johnson **Approved 11/22/2023**

Adopted as a part of the consent agenda.

## NOVEMBER 28, 2023 REGULAR MEETING

### SPECIAL ORDERS OF THE DAY

Commissioner Lawrence moved to appoint Marla Ekola to the Department of Human Services Board. Commissioner Tennis supported the motion.

The motion carried unanimously.

### PUBLIC COMMENT

None.

### COMMISSIONER ANNOUNCEMENTS

Commissioner Tennis stated the Annual Community Agency Funding Resolution was pulled from the November 20, 2023 Human Services Agenda and would be looked at again on December 4, 2023. Commissioner Tennis further explained it was pulled because they had an unprecedented number of applicants, which led to the use of a different rubric than what had been done in the past and they wanted the Commissioners to be able to look it from a couple of different angles.

Commissioner Tennis further stated that staff would make a couple of different recommendations to be reviewed.

Commissioner Schafer stated that on Saturday, December 2, 2023, Williamston was hosting a lights parade and the town would be packed with all different things, such as a cookie crawl, stuffing a cop car, hot chocolate with the local police department, and pancakes with Santa. Commissioner Schafer stated events would start at 10:00 a.m. and encouraged those present to bring their families, as it was going to be a really fun night.

Commissioner Grebner stated that they wanted to bring attention to the passing of Thomas Helma, former Ingham County Board of Commissioner, who was elected to a seat in 1968. Commissioner Grebner further stated that was the beginning of the Board of Commissioners, after one person, one vote.

Commissioner Grebner further stated that Helma was one of only three surviving members from the election of 1968. Commissioner Grebner further stated that the other two were Eugene Wanger and David Hollister.

Commissioner Grebner stated that Helma had not served a full term because they were appointed to a State position and had resigned due to the Hatch Act, so they did not leave much of an impression for Ingham County. Commissioner Grebner further stated that they were mourning the passing of a world.

Commissioner Morgan thanked Commissioner Grebner for mentioning Helma. Commissioner Morgan further stated that they were the editor for Helma at City Pulse when they were writing theater reviews and always appreciated that they always had opinions about everything.

Commissioner Morgan further stated that Helma also played slow pitch softball well into their 70's. Commissioner Morgan further stated Helma did leave a mark in a lot of different arenas locally and would be missed.

## **NOVEMBER 28, 2023 REGULAR MEETING**

Commissioner Celentino stated that Helma lived in their district and when they campaigned, they would stop and visit them. Commissioner Celentino further agreed that Helma was very knowledgeable and would explain about when they were elected in 1968 and had some really good conversations.

Commissioner Celentino stated that Helma would be missed.

### **CONSIDERATION AND ALLOWANCE OF CLAIMS**

Commissioner Grebner moved to pay the claims in the amount of \$6,834,030.48. Commissioner Morgan supported the motion.

The motion carried unanimously.

### **ADJOURNMENT**

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





# Livingston County Department of Planning

Scott Barb  
AICP, PEM  
Director

Robert A. Stanford  
AICP  
Principal Planner

Martha Haglund  
Principal Planner

**TO: Livingston County Municipal Legislative Bodies,  
Contiguous Municipal Legislative Bodies, Livingston  
County Board of Commissioners, Southeast Michigan  
Council of Governments, Public Utility Companies and  
Railroad Companies**

**FROM: Livingston County Planning Commission**

**DATE: November 22, 2023**

**RE: NOTICE OF INTENT TO PREPARE A NEW  
LIVINGSTON COUNTY MASTER PLAN**

In accordance with the Michigan Planning Enabling Act (PA 33 of 2008 as amended), the purpose of this correspondence is to advise your local unit of government that the Livingston County Planning Commission intends to prepare a new Livingston County Master Plan.

Please be aware that over the course of this planning process, we will request the participation of local units of government in various master plan work sessions and/or other opportunities for review and comment. Information throughout the planning process will be provided on the Livingston County Planning Department website at <https://milivcounty.gov/planning/livingston-county-2025-master-plan/>. Additionally, please be aware that a digital draft of the master plan will be available at this website as well. Comments on the proposed plan may be submitted to the Livingston County Planning Department at any point in the process by email, letter, fax, or telephone contact as indicated on this letter.

#### Department Information

Administration Building  
304 E. Grand River Avenue  
Suite 206  
Howell, MI 48843-2323



(517) 546-7555  
Fax (517) 552-2347



Web Site  
[www.milivcounty.gov](http://www.milivcounty.gov)

At the time the draft Master Plan is ready for your review, we will provide a second notice and directions on where to send comments and time limits for doing so. If your local unit of government wishes to receive hard copies of future notices and plan drafts, please contact the Livingston County Planning Department at (517) 546-7555.

We thank you for your consideration in this matter. If you have any questions or comments on the Livingston County Master Plan process or this correspondence, please contact Livingston County Planning Department. We look forward to your input throughout the preparation of this master plan.

**CITY OF LANSING**  
**NOTICE OF INTENT TO ESTABLISH NEIGHBORHOOD ENTERPRISE ZONE**  
**No. 25 WHEEL DISTRICT**

Pursuant to Public Act 147, 1992, of the State of Michigan, the Neighborhood Enterprise Zone Act, the City of Lansing is hereby providing written notice of its intent to establish a new Neighborhood Enterprise Zone (NEZ) in the City as indicated below:

Wheel District – No. 25

Approximate Boundaries: East Saginaw Street to the south, the CSX Railroad to the west, East Oakland Avenue to the north and North Pennsylvania Avenue to the east.

Once a public hearing date is set by Lansing City Council, written notice of the date, time, and location of the hearing will be provided to the assessor and to the governing body of each taxing unit that levies ad valorem property taxes in the proposed NEZ. Advanced notice of the hearing will also be posted in a publication of general circulation in the City of Lansing.

Establishment of a new Neighborhood Enterprise Zone (NEZ) will allow the owners of real property within the NEZ to apply for an abatement of certain property taxes for housing rehabilitation and construction of new housing on their property located within the NEZ. Further information regarding the establishment of the NEZ may be obtained from Kris Klein, Lansing Economic Development Corporation, 401 S. Washington Square, Suite 101, Lansing Michigan 48933, 517-599-1136 or kris@lansingedc.com.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

**Chris Swope, Lansing City Clerk**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



Andy Schor, Mayor

CITY ASSESSORS OFFICE

AGENDA ITEM# 3

Sharon Frischman, MMAO  
City Assessor  
3rd Floor City Hall  
124 West Michigan Avenue  
Lansing, Michigan 48933  
(517) 483-7624  
FAX: (517) 483-4101  
[www.lansingmi.gov/City-Assessor](http://www.lansingmi.gov/City-Assessor)

December 5, 2023

Ryan Sebolt, Chairperson  
Ingham County Board of Commissioners

Re: Ingham County Land Bank

Ryan,

Please accept my resignation from the Land Bank Board. I have enjoyed serving Ingham County in this capacity. Please don't hesitate to contact me if there is anything I can do to further the cause of the Land Bank.

Sincerely,

Sharon Frischman, MMAO AI-GRS  
City of Lansing Assessor

C: Alan Fox, Ingham County Treasurer, Land Bank Chairperson  
Becky Bennett, Director, Board of Commissioner's Office  
Andy Schor, Mayor, City of Lansing

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE BOARD RULES TO RESCHEDULE A  
MEETING OF THE INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION #23 –**

WHEREAS, the meetings of the Ingham County Board of Commissioners are set by the Board Rules; and

WHEREAS, the Board of Commissioners is scheduled to meet on Tuesday, February 27, 2024 which is the date scheduled for Michigan's Presidential Primary Election; and

WHEREAS, the Board of Commissioners would like to reschedule their February 27, 2024 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby reschedules the February 27, 2024 meeting of the Board of Commissioners to Monday, February 26, 2024 at 6:30 pm to be held in the Board of Commissioners' Room, Third Floor, Ingham County Courthouse, Mason.

BE IT FURTHER RESOLVED, that Section I. Board Meetings Time and Place, Subsection A. Regular and Adjourned Regular Meetings, (18) will be amended to reflect the change for the year 2024.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None **Absent:** None **Approved 12/05/2023**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION GRANTING THE VILLAGE OF WEBBERVILLE'S  
PETITION FOR DETACHMENT (DEANNEXATION) OF LANDS FROM  
THE VILLAGE OF WEBBERVILLE TO LEROY TOWNSHIP**

**RESOLUTION #23 –**

WHEREAS, on August 22, 2023, pursuant to Sec. 6 of Chapter XIV of the General Law Village Act, being MCL 74.6, the Village Council of the Village of Webberville adopted Resolution No. 2023-05, by which the Village Council determined to alter the boundaries of the Village of Webberville, by the detachment (deannexation) of certain described lands from the Village of Webberville Union and the relinquishment of those lands to Leroy Township; and

WHEREAS, the Village Council of the Village of Webberville submitted a Petition signed by the Village President and Village Clerk dated September 21, 2023 to the Ingham County Board of Commissioners to make the requested change in the Village boundaries; and

WHEREAS, the Village's Petition contained a description by metes and bounds of the lands to be detached from the Village, and the reasons for the proposed change, and contained a copy of Village Council Resolution 2023-05; and

WHEREAS, on December 12, 2023, a public hearing was held before the Ingham County Board of Commissioners on the Village Council's Petition for a change in boundaries; and

WHEREAS, notice of the public hearing containing a description of the lands to be detached (deannexed) from the Village was published for three consecutive weeks immediately preceding the public hearing in a newspaper published in the Village.

THEREFORE BE IT RESOLVED, that pursuant to MCL 74.6, the Ingham County Board of Commissioners hereby grants the Village of Webberville's petition for detachment (deannexation) of the following described lands in the State of Michigan, County of Ingham, from the Village of Webberville and relinquished to Leroy Township:

The Northeast  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  and Northwest  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of Section 13, Town 3 North, Range 2 East, Township of Leroy.

Also, that part of the West  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  and the East  $\frac{1}{2}$  of the Southwest  $\frac{1}{4}$  of Section 12, Town 3 North, Range 2 East, Township of Leroy, lying South of the Railroad.

Parcel Nos. 33-08-08-100-012 and 33-08-08-376-001, Commonly known as 2516 Gramer Rd., Webberville, MI 48892

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners orders that the above-described lands shall be detached (deannexed) from the Village of Webberville and relinquished into Leroy Township, and the boundaries of the Village of Webberville shall be fixed and shall exist as provided herein.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to deliver a certified copy of this Resolution to the Village Clerk of the Village of Webberville, to the Township Clerk of Leroy Township, and to the Michigan Secretary of State.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

Ayes

Nays

Absent

\_\_\_\_\_  
Ryan Sebolt, Chairperson  
Ingham County Board of  
Commissioners

\_\_\_\_\_  
Barb Byrum  
Ingham County Clerk

Dated: \_\_\_\_\_

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.**

**RESOLUTION #23 –**

WHEREAS, Dr. Martin Luther King, Jr., a Baptist minister and passionate fighter for civil rights through non-violent action, was a vital personality of the modern era whose lectures and remarks stirred the concern and sparked the conscience of a generation; and

WHEREAS, the movements and marches led by Dr. Martin Luther King, Jr. brought significant changes in the fabric of American life; and

WHEREAS, his courageous and selfless devotion gave people of color and the disenfranchised people direction to thirteen years of civil rights activities; his charismatic leadership inspired men and women, young and old, in the nation and abroad; and

WHEREAS, Dr. King's concept of somebodiness gave black and poor people a new sense of worth and dignity, his philosophy of nonviolent direct action, and his strategies for rational and non-destructive social change, galvanized the conscience of this nation and reordered its priorities; and

WHEREAS, his wisdom, his words, his actions, his commitment, and his dreams for a new cast of life, are intertwined with the American experience; and

WHEREAS, few have had as much impact upon the American consciousness as Dr. Martin Luther King, Jr.; and

WHEREAS, the 15th of January, 2024 has been designated a national holiday in honor of the birthday of the late Dr. Martin Luther King, Jr.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Dr. Martin Luther King, Jr. in appreciation of the many accomplishments he made towards improving the quality of life for the citizens throughout the country, particularly those in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate this holiday and join the Board of Commissioners in the celebration of this notable holiday in honoring this great American hero and role model.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO SET POLICY FOR CERTAIN DELINQUENT TAX PAYMENTS**

**RESOLUTION #23 –**

WHEREAS, the General Property Tax Act (act 206 of 1893) governs procedures for the collection of delinquent property taxes; and

WHEREAS, the Treasurer is presenting this resolution in continuance of prior policy of the County; and

WHEREAS, the fiscal impact is minimal; and

WHEREAS, at Section 211.59 (3) it specifically states that ‘For taxes levied before January 1, 1999 and for taxes levied after December 31, 1998, a county board of commissioners, by resolution, may provide all of the following for taxes paid before May 1 in the first year of delinquency for the principal residence of a senior citizen, paraplegic, hemiplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person, as those persons are defined in chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if either a claim is made before February 15 for the credit provided by chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if that claimant presents a copy of the form filed for that credit to the county treasurer, and if that claimant has not received the credit before March 1: or if a claim was made in the immediately preceding tax year for the credit provided by chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, and if that claimant resides at the same principal residence as claimed in the immediately preceding tax year:

- (a) Any interest, fee, or penalty in excess of the interest, fee, or penalty that would have been added if the tax had been paid before February 15 is waived.
- (b) Interest paid under subsection (1), or section 89(1)(a) is waived unless the interest is pledged to the repayment of delinquent tax revolving fund notes or payable to the county delinquent tax revolving fund, in which case the interest shall be refunded from the general fund of the county.
- (c) The county property tax administration fee is waived.; and

WHEREAS, the utilization of Section 211.59(3), is in the public interest.

THEREFORE BE IT RESOLVED, that the County Treasurer is authorized to use the provisions of Section 211.59(3) for 2024.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to all local taxing authorities in Ingham County.



**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO  
2024 DRAINAGE DISTRICT NOTES**

**RESOLUTION #23 –**

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on December 12, 2024, at 6:30 p.m., local time.

PRESENT: Commissioners \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners \_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the “Drain Commissioner”), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”) to establish drainage districts in the County of Ingham (the “County”); and

WHEREAS, in certain drainage districts petitions have been filed with the Drain Commissioner for the making of certain improvements to the drains located in the drainage districts (the “Petition Projects”), which are being undertaken by the drainage district having jurisdiction over the drain; and

WHEREAS, the drainage districts are obligated to inspect, repair, and maintain the drains under their jurisdiction (the “Maintenance Projects”); and

WHEREAS, the Petition Projects and the Maintenance Projects (together, the “Projects”) are necessary for the protection of the public health; and

WHEREAS, in order to provide funds to pay preliminary costs of the Petition Projects, to pay all or a portion of the costs of the Maintenance Projects, and to refinance notes previously issued to provide funds to pay costs of the Projects, it is necessary for the drainage districts to issue notes from time to time pursuant to Section 434 of the Act; and

WHEREAS, the principal of and interest on notes issued for Petition Projects will be payable from bonds to be issued by the drainage districts constructing the Petition Projects to provide the permanent financing for the Petition Projects (the “Bonds”); and

WHEREAS, the principal of and interest on notes issued for Maintenance Projects will be payable from special assessments levied against benefitted properties and public corporations for the maintenance of the drains; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Petition Projects and informed the County that the drainage districts' ability to issue the Bonds and their ability to levy special assessments for the payment of interim costs of the Petition Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Petition Projects; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Maintenance Projects and informed the County that the drainage districts' ability to levy special assessments for the payment of the costs of the Maintenance Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Maintenance Projects; and

WHEREAS, the Drain Commissioner deems it advisable and necessary to request that this Ingham County Board of Commissioners (the "Board") adopt a resolution pledging the limited tax full faith and credit of the County on notes that may be issued by drainage districts in calendar year 2024; and

WHEREAS, the Board may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued pursuant to Section 434 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the notes is necessary to enable the drainage districts to continue to design, acquire and construct the Petition Projects and to pay the costs of the Maintenance Projects; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued in calendar year 2024 in an amount not to exceed \$15,000,000.

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 any notes issued by County drainage districts pursuant to Section 434 of the Act in calendar year 2024 in the aggregate principal amount of not to exceed \$15,000,000, and on notes issued thereafter to refinance these notes (the "Notes"). In the event that Bonds are not issued on or before the date on which the principal of and interest on the Notes are due or in the event that moneys are not available to the drainage districts on the date the principal of and interest on Notes are due, 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 Notes 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 Notes when due. The ability of the County to levy taxes to pay the principal of and interest on the Notes shall be subject to constitutional and statutory limitations on the taxing power of the County. The Notes may be issued in one or more Note issues.

2. In the event that, pursuant to said pledge of full faith and credit, the County advances County funds to pay any part of the principal of and interest due on a Note, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and to execute any documents or certificates necessary to complete the issuance of the Notes, 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 or other documents relating to federal or state securities laws, rules, or regulations and to sign such documents and give any approvals necessary therefor.

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

YEAS: Commissioners \_\_\_\_\_  
\_\_\_\_\_

NAYS: Commissioners \_\_\_\_\_

ABSTAIN: Commissioners \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

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

**CERTIFICATION**

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on December 12, 2024, 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: December 12, 2024

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

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RELINQUISHMENT OF JURISDICTION AND CONTROL  
OVER A PORTION OF THE BOLTER DRAIN TO THE CITY OF LANSING**

**RESOLUTION #23 –**

WHEREAS, the Bolter Drain (the “Drain”) is a county drain originally established on or about November 26, 1907, and is under the jurisdiction of the Ingham County Drain Commissioner (“Drain Commissioner”); and

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of Delhi, as depicted in Exhibit A; and

WHEREAS, the City of Lansing and the Drain Commissioner discussed relinquishing a portion of the Drain within the City of Lansing north of the right-of-way of I-96 that will best serve the operation, maintenance, and jurisdiction over that portion of the Drain; and

WHEREAS, pursuant to Section 395 of the Michigan Drain Code, 1956 P.A. 40, as amended, (the “Drain Code”), the Drain Commissioner may relinquish jurisdiction and control to a municipality of all or any portion of a drain that is wholly located within the municipality where there is no outstanding indebtedness or contract liability of the drainage district, if the municipality approves the relinquishment by a duly adopted resolution by its governing body and a majority of the members of the county board of commissioners approve the relinquishment; and

WHEREAS, on March 13, 2023, the Drain Commissioner issued an Order, attached hereto as Exhibit B, stating his intent to relinquish jurisdiction and control of that portion of the Drain north of the right-of-way of I-96, to the City of Lansing; and

WHEREAS, on August 14, 2023, the City of Lansing adopted Resolution #2023-197, attached hereto as Exhibit C, approving the relinquishment of jurisdiction, and showing that portion of the Drain to be relinquished in the City of Lansing; and

WHEREAS, the Drain Commissioner has confirmed that any outstanding indebtedness on that portion of the Drain in the City of Lansing, if any, will be paid in full when jurisdiction and control is relinquished; and

WHEREAS, the relinquishment will better serve public and private interests, including continued and proper operation, efficiency of administration, cost savings, and maintenance of the Drain, to provide stormwater services for future development, health, convenience, welfare, and effective management of stormwater, and other practical considerations.

THEREFORE BE IT RESOLVED, that pursuant to Section 395 of the Drain Code, MCL 280.395, the Ingham County Board of Commissioners does hereby approve the relinquishment of jurisdiction and control of that

portion of the Bolter Drain north of the right-of-way of I-96 in the City of Lansing from the Drain Commissioner to the City of Lansing.

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

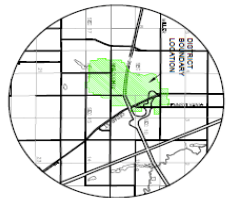
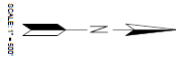
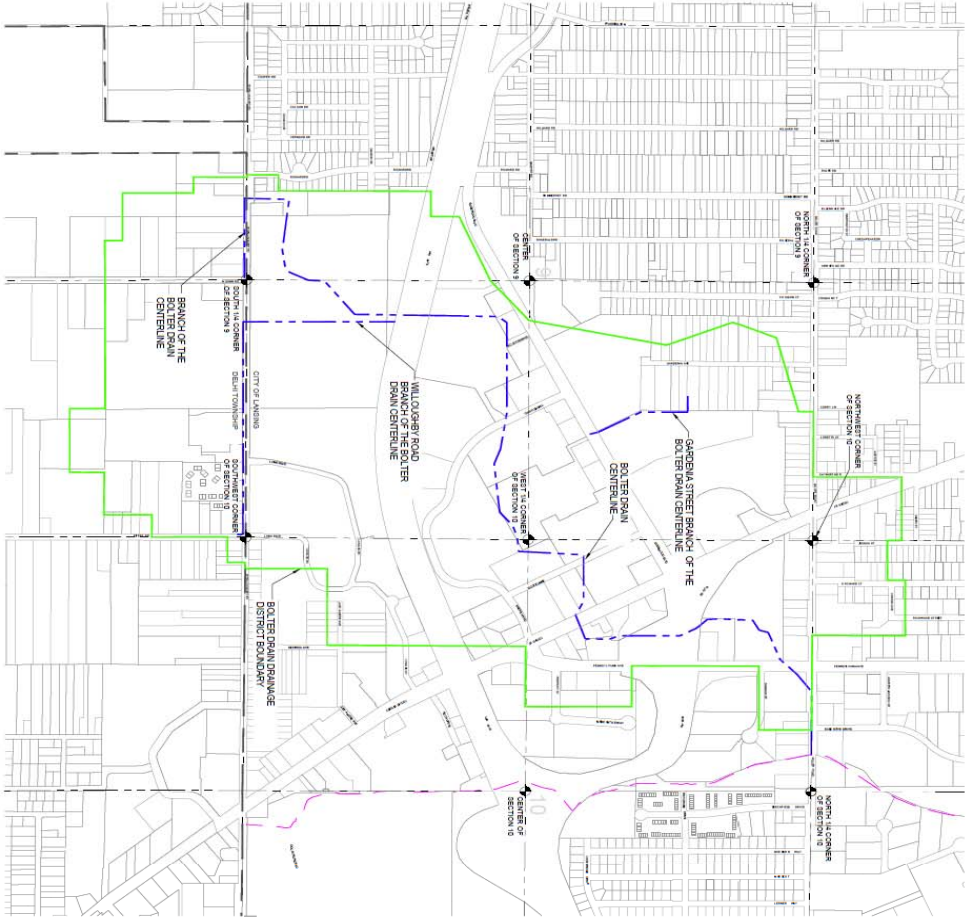
# **EXHIBIT A**



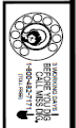
EXHIBIT A



**PATRICK E. LINDEMANN**  
**INGHAM COUNTY DRAIN COMMISSIONER**  
**BOLTER DRAIN**  
 PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN  
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN



- LEGEND**
- SECTION CENTER
  - SECTION NUMBER
  - SECTION LINE
  - ROAD RIGHT OF WAY / PROPOSED LINES
  - CITY OF LANSING COMPONENT LIMITS
  - PAVING/BIKE CREEK CENTERLINE
  - BOLTER DRAIN CENTERLINE
  - 1987 BOLTER DRAIN DRAINAGE DISTRICT BOUNDARY (02/23/87)



NO.	REVISIONS	DATE	BY

**Eng.**  
 Engineering & Surveying  
 www.engdot.com

4863 Grand Oak Drive Suite A108  
 Lansing, MI 48917  
 517.282.1100

18930 Robbins Road Suite 145  
 Grand Haven, MI 49424  
 616.743.7070

2311 East Beltline Avenue, Suite 201  
 Grand Haven, MI 49428  
 616.743.5020

**PATRICK E. LINDEMANN**  
**INGHAM COUNTY DRAIN COMMISSIONER**  
**BOLTER DRAIN ROUTE & COURSE**  
 PART OF SECTIONS 9, 10, 15 & 16, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN  
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

PROJECT NO. **22009**

SHEET NO. **1** OF **1**

EXHIBIT A

**EXHIBIT B**

STATE OF MICHIGAN  
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER

**In the Matter of:**

**Bolter Drain**

**ORDER STATING INTENT TO RELINQUISH PORTION OF THE BOLTER DRAIN  
AND TRANSFER JURISDICTION AND CONTROL TO THE CITY OF LANSING**

**WHEREAS**, the Bolter Drain (the “Drain”) is a county drain originally established on or about November 26, 1907, in accordance with the provisions of Chapter 4 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.71 *et seq.*, (the “Drain Code”) and is under the jurisdiction of the Ingham County Drain Commissioner (“Drain Commissioner”); and,

**WHEREAS**, the Drain is located in the City of Lansing and the Charter Township of Delhi, as further depicted in **Exhibit A**; and,

**WHEREAS**, in order to service and accommodate development, the City of Lansing has constructed storm water management systems and infrastructure within areas that are likewise serviced by the Drain; and,

**WHEREAS**, in order to avoid confusion as to jurisdiction and control, to ensure continued and proper operation, efficiency of administration, and maintenance of the Drain, to provide storm water services for future development, and other practical considerations, the Drain Commissioner desires to relinquish and transfer jurisdiction and control of the portion of the Drain depicted in **Exhibit B** to the City of Lansing; and,

**WHEREAS**, in so doing will better serve public and private interests, including health, convenience, and welfare, and will ensure effective management of stormwater within the watershed through efficiency and cost savings and,

**WHEREAS**, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any portion of a drain at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the city in

which all or the portion of the drain is wholly located, if the city approves the relinquishment and accepts jurisdiction and control by a duly adopted resolution by its governing body; and,

**IT IS THEREFORE ORDERED THAT**, it being the intention of the Drain Commissioner to relinquish and transfer jurisdiction and control of the portion of the Bolter Drain depicted in **Exhibit B** to the City of Lansing, the Drain Commissioner shall take all steps necessary to effectuate the same, including assigning all drain easements and/or rights-of-way, including drainage structures and related appurtenances to the City of Lansing, executing all necessary contracts with the City of Lansing, and all other steps proscribed in Section 395 of the Drain Code.

  
Patrick E. Lindemann  
Ingham County Drain Commissioner

Dated: 3-13-23

And filed in the Office of the Ingham County Drain Commissioner

**EXHIBIT C**

**Resolution #2023-197**  
By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

RESOLUTION APPROVING THE INGHAM COUNTY DRAIN COMMISSIONER'S  
RELINQUISHMENT OF A PORTION OF THE BOLTER DRAIN AND ACCEPTING  
JURISDICTION AND CONTROL

WHEREAS, the Bolter Drain (the "Drain") is a county drain originally established on or about November 26, 1907, in accordance with the provisions of Chapter 4 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.71 *et seq.*, (the "Drain Code") and is under the jurisdiction of the Ingham County Drain Commissioner ("Drain Commissioner"); and

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of ^Delhi, as further described by the route and course description set forth in Exhibit A to this Resolution; and

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any portion of a drain at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the city in which all or a portion of the drain is wholly located if the city approves the relinquishment and accepts jurisdiction and control of all or any portion of the drain by a duly adopted resolution by its governing body; and

WHEREAS, on March 13, 2023, the Drain Commissioner issued an Order stating the intent of the Drain Commissioner to relinquish the portion of the Drain described and depicted in Exhibit B and to transfer jurisdiction and control to the City of Lansing; and

WHEREAS, in so doing will better serve public and private interests, including continued and proper operation, efficiency of administration, cost savings, and maintenance of the Drain, to provide storm water services for future development, health, convenience, welfare, and effective management of stormwater within the watershed, and other practical considerations.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 395 of the Drain Code, MCL 280.395, the City of Lansing hereby approves the relinquishment of the portion of the Bolter Drain and accepts jurisdiction and control from the Drain Commissioner to the City of Lansing of that portion of the Bolter Drain described and depicted in Exhibit B.

BE IT FURTHER RESOLVED that the City of Lansing will accept for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances.

BE IT FINALLY RESOLVED that the Mayor is authorized to execute all necessary contracts and documents to effectuate the transfer of jurisdiction and control of the portion

of the Bolter Drain and acceptance for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances, subject to prior approval as to content and form by the City Attorney.



Chris Swope, CMMC/MMC  
Lansing City Clerk

I hereby certify that the foregoing is true  
and is a complete copy of the action  
adopted by the Lansing City Council.

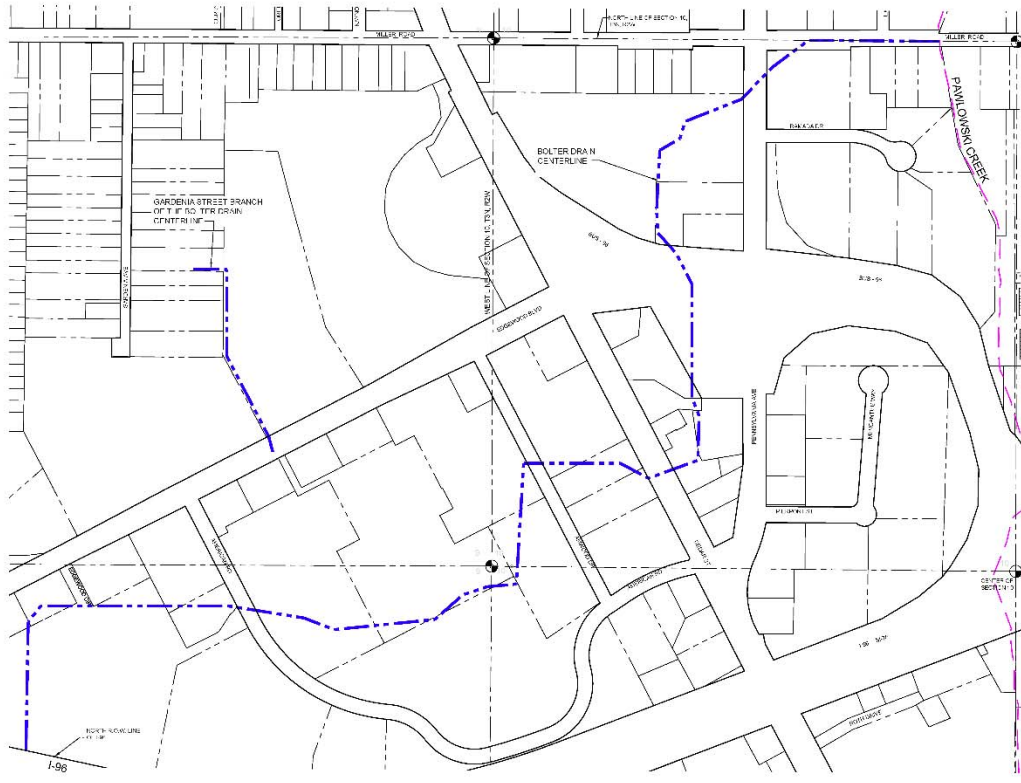


**PATRICK E. LINDEMANN**  
**INGHAM COUNTY DRAIN COMMISSIONER**  
**BOLTER DRAIN**

PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN  
 PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN



- LEGEND**
- SECTION CORNER
  - PARCEL LINE
  - EDGE OF CURB
  - DATA CORRECTED/STRENGTH
  - NO SITE CHARACTERISTICS TO BE FIELD-GAUGED



 <b>Eng.</b> Engineering & Surveying <a href="http://www.engageinc.com">www.engageinc.com</a>	<b>PATRICK E. LINDEMANN</b> INGHAM COUNTY DRAIN COMMISSIONER BOLTER DRAIN ROUTE & COURSE PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN	PROJECT NO. <b>22009</b> SHEET NO. <b>1 of 1</b>
---	--	---

**EXHIBIT B**



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE PURCHASE OF ADDITIONAL MULTIBRIDGE LICENSES  
FROM CORE TECHNOLOGY**

**RESOLUTION #23 –**

WHEREAS, Core Technology is the company that provides support for the MultiBridge and Talon software used by our Sheriff's Office and patrol cars; and

WHEREAS, the application has limits on the concurrent users that can access the application; and

WHEREAS, this lack of access could potentially hinder law enforcement; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the purchase of additional Multibridge licenses from Core Technology in the amount not to exceed \$10,400.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE ACCEPTANCE OF THE STATE AND LOCAL  
CYBERSECURITY GRANT PROGRAM**

**RESOLUTION #23 –**

WHEREAS, Ingham County has participated in the planning for the State and Local Cybersecurity Grant Program; and

WHEREAS, an acceptance form is required to receive funding when it is allocated; and

WHEREAS, the amount of the funding could be up to \$30,000 depending on the number of participants and services requested by each entity; and

WHEREAS, the acceptance of funds does not require matching funds from Ingham County.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize acceptance of the State and Local Cybersecurity Grant in an amount yet to be determined.

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 necessary contract documents with the resolution upon approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE FIBER ENGINEERING AND CONSTRUCTION  
FROM WESTERN TEL-COM**

**RESOLUTION #23 –**

WHEREAS, Ingham County is working on strengthening our County network in accordance with the American Rescue Plan (ARP) funding requirements; and

WHEREAS, this third round includes engineering and construction for fiber broadband installation to additional Ingham County locations currently served by subpar connections which are directly serving the public; and

WHEREAS, utilizing Federal grant money requires guidelines by the US Secretary of Labor pursuant to the “Davis-Bacon Act” regarding prevailing wages which were not included in the original request; and

WHEREAS, the funds have been recommended to be allocated from the American Rescue Plan funds received in the budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize amending Resolution #23-460 for the purchase of fiber installation from Western Tel-com in the amount not to exceed \$415,000 total.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the American Rescue Plan funds.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HEDRICK ASSOCIATES FOR THE  
MAINTENANCE OF THE UNINTERRUPTED POWER SUPPLY AT THE 9-1-1 CENTER**

**RESOLUTION #23 –**

WHEREAS, the uninterrupted power supply (UPS) at the 9-1-1 Center is a critical component that ensures the operations of the equipment in the case of a power outage, switching over to generator back-up without an interruption to the power; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the MiDeals contract do not require three quotes; and

WHEREAS, Hedrick Associates, is on the MiDeals contract; and

WHEREAS, the Facilities Department recommends an agreement with Hedrick Associates, who submitted the proposal of \$9,657.89 for the maintenance of the UPS at the 9-1-1 Center; and

WHEREAS, funds are available in the equipment maintenance line item #261-32500-932000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Hedrick Associates, 2360 Industrial Drive NE, Grand Rapids, Michigan 49505, for the maintenance of the uninterrupted power supply at the 9-1-1 Center for an amount not to exceed \$9,657.89.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH BOLING JANITORIAL SERVICES,  
INC., FOR THE JANITORIAL SERVICES AT MULTIPLE COUNTY LOCATIONS**

**RESOLUTION #23 –**

WHEREAS, the current agreement for janitorial services has expired; and

WHEREAS, proposals from qualified vendors were solicited by the Purchasing Department; and

WHEREAS, the Facilities Department recommends an agreement with Boling Janitorial Services, Inc., a local vendor, who submitted the lowest responsive and responsible proposal of \$2,985,549.52 for the janitorial services for multiple county locations; and

WHEREAS, funds for the maintenance contractual 931100 and 818000 line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Boling Janitorial Service, Inc., 450 Lentz Court, Lansing, MI 48917, for janitorial series at multiple County locations for an amount of \$2,985,549.52 for a three-year term with a two-year renewal option.

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, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT  
WITH MICHIGAN PAVEMENT MARKINGS, LLC FOR THE  
2024 COUNTYWIDE WATERBORNE PAVEMENT MARKING PROGRAM AND THE  
COLD PLASTIC COMMON TEXT & SYMBOL PAVEMENT MARKING PROGRAM**

**RESOLUTION #23 –**

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

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

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

WHEREAS, near the conclusion of the 2022 contract term, Michigan Pavement Markings, LLC requested an agreement extension for the 2023 pavement marking programs, offering to hold their prices at the original unit prices contained in the 2022 agreement; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-594 authorizing an extension of the agreement with Michigan Pavement Markings, LLC for the 2023 pavement marking programs; and

WHEREAS, the current agreement for the pavement marking programs expires at the end of 2023; and

WHEREAS, the agreement contains a provision to extend the contract for an additional one-year term, at the same unit prices as the original agreement, provided both parties agree; and

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

WHEREAS, the Road Department recommends that the Board of Commissioners extends the agreement with Michigan Pavement Markings, LLC for the 2024 pavement marking programs as described above, maintaining all other terms of the original agreement; and

WHEREAS, these programs are funded by the Road Department and are included in the 2024 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with Michigan Pavement Markings, LCC of Byron Center, MI for the 2024 Countywide Waterborne

Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program, holding the unit prices at the rates included in the 2022 agreement, as adopted in Resolutions #22-167 and #22-594.

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

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE UAW TOPS, ICEA COURT PROFESSIONAL, TEAMSTERS LOCAL 243 ZOO, AND MANAGERIAL & CONFIDENTIAL RECLASSIFICATION REQUESTS**

**RESOLUTION #23 –**

WHEREAS, The UAW TOPS, ICEA Court Professional, and Teamsters Local 243 Zoo units' collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual are effective January 1, 2022 through December 31, 2024; and

WHEREAS, these documents include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approved process for reclassification requests for employees in these groups.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
142032	Receptionist – FOC	Move from UAW C to UAW D
142057	Account Clerk II – FOC	Move from UAW D to UAW E
142021	Sr. Case Examiner to Senior Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142022	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142023	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
142070	Sr. Case Examiner to Sr. Enforcement Specialist	Move from Ct. Pro 6 to Ct. Pro 8
692002	Dir. of Animal Health	Move from T243 0139 to T243 0139 Level 2
130040	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130041	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130042	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130043	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130044	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
130045	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10



130046	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
148015	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
148019	Ct. Officer/Research Clerk to Law Clerk – Probate/Cir. Ct.	Move from MC 8 to MC 10
233002	Facilities Manager	Move from MC 10 to MC 11
233003	Facilities Manager	Move from MC 10 to MC 11

<u>Position Title</u>	2023		<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Receptionist – FOC	UAW C: 41,315.71	UAW D: 44,058.77	2,743.06
Account Clerk II – FOC	UAW D: 44,058.77	UAW E: 46,971.90	2,913.13
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Sr. Enforcement Spec.	Ct. Pro 6: 65,426.81	Ct. Pro 8: 78,103.65	12,676.84
Dir. of Animal Health	T0139: 92,350.49	T0139 L2: 124,960.34	32,609.85
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Law Clerk – Probate/Cir. Ct.	MC 8: 71,669.51	MC 10: 85,484.68	13,815.17
Facilities Manager	MC 10: 85,484.68	MC 11: 92,321.60	6,836.92
Facilities Manager	MC 10: 85,484.68	MC 11: 92,321.60	6,836.92
TOTAL:			227,013.77

BE IT FURTHER RESOLVED, that these reclassifications are effective the first full pay period following the date of their submission to the Human Resources Department.

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest  
**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2023 INGHAM COUNTY BUDGET**

**RESOLUTION #23 –**

WHEREAS, the Board of Commissioners adopted the 2023 Budget on October 25, 2022 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

BE IT FURTHER RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2023 Ingham County General Fund budget at \$96,128,364.

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2023 BUDGET</u> <u>11/13/23</u>	<u>PROPOSED</u> <u>CHANGES</u>	<u>PROPOSED</u> <u>BUDGET</u>
101	General Fund	\$96,128,364	0	\$96,128,364

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

**GENERAL FUND REVENUES**

	<u>2023 Budget –</u> <u>11/13/23</u>	<u>Proposed</u> <u>Changes</u>	<u>2023 Proposed</u> <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	60,787,850	0	60,787,850
Property Tax Adjustments	(150,000)	0	(150,000)
IFT/CFT	275,000	0	275,000
Trailer Fee Tax/Other	200,500	0	200,500
<b>Intergovernmental Transfers</b>			
State Revenue Sharing	6,882,844	0	6,882,844
Convention/Tourism Tax - Liquor	1,429,381	0	1,429,381
Cigarette/Marijuana/SPP Tax	2,025,000	0	2,025,000
Court Equity Funding	1,250,000	0	1,250,000
Personal Property Tax Replacement	575,000	0	575,000
Use of Fund Balance – Uncommitted	1,462,899	0	1,462,899
<b>Department Generated Revenue</b>			
Animal Control	1,461,035	0	1,461,035
Circuit Court - Family Division	1,423,064	0	1,423,064
Circuit Court - Friend of the Court	804,104	0	804,104
Circuit Court - General Trial	1,761,751	0	1,761,751
Controller	0	0	0
Cooperative Extension	2,500	0	2,500
County Clerk	925,075	0	925,075
District Court	1,594,948	0	1,594,948
Drain Commissioner/Drain Tax	495,500	0	495,500
Economic Development	46,650	0	46,650
Elections	77,100	0	77,100
Homeland Security/Emergency Ops	56,000	0	56,000
Equalization /Tax Mapping	10,100	0	10,100
Facilities	0	0	0
Financial Services	75,285	0	75,285
Health Department	0	0	0
Human Resources	56,249	0	56,249
Probate Court	432,877	0	432,877
Prosecuting Attorney	826,665	0	826,665
Register of Deeds	2,950,200	0	2,950,200
Remonumentation Grant	85,000	0	85,000
Sheriff	4,814,800	0	4,814,800

Treasurer	2,634,565	0	2,634,565
Tri-County Regional Planning	60,555	0	60,555
Veteran Affairs	795,867	0	795,867
<b>Total General Fund Revenues</b>	<b>96,128,364</b>	<b>0</b>	<b>96,128,364</b>

**GENERAL FUND EXPENDITURES**

	<u>2023 Budget – 11/13/23</u>	<u>Proposed Changes</u>	<u>2023 Proposed Budget</u>
Board of Commissioners	769,635	0	769,635
Circuit Court - General Trial	8,310,439	0	8,310,439
District Court	3,756,421	0	3,756,421
Circuit Court - Friend of the Court	1,992,335	0	1,992,335
Jury Board	1,190	0	1,190
Probate Court	2,281,533	0	2,281,533
Circuit Court - Family Division	6,791,901	0	6,791,901
Jury Selection	192,763	0	192,763
Elections	523,276	0	523,276
Financial Services	1,403,335	0	1,403,335
County Attorney	510,749	0	510,749
County Clerk	1,489,177	0	1,489,177
Controller	1,556,298	0	1,556,298
Equalization/Tax Services	865,556	0	865,556
Human Resources	1,588,705	0	1,588,705
Prosecuting Attorney	9,241,119	0	9,241,119
Public Defender	890,347	0	890,347
Purchasing	402,364	0	402,364
Facilities	2,393,952	0	2,393,952
Register of Deeds	1,083,803	0	1,083,803
Remonumentation Grant	85,000	0	85,000
Treasurer	1,158,716	0	1,158,716
Drain Commissioner	1,293,291	0	1,293,291
Economic Development	105,000	0	105,000
Community Agencies	295,375	0	295,375
Ingham Conservation District Court	10,000	0	10,000
Equal Opportunity Committee	500	0	500
Women’s Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	107,446	0	107,446
Jail Maintenance	256,864	0	256,864
Sheriff	27,581,089	0	27,581,089
Metro Squad	31,057	0	31,057

Community Corrections	110,391	0	110,391
Animal Control	3,131,055	0	3,131,055
Emergency Operations	386,679	0	386,679
Board of Public Works	300	0	300
Drain Tax at Large	856,030	0	856,030
Health Department	7,269,830	0	7,269,830
CHC	4,225,149	0	4,225,149
Jail Medical	0	0	0
Medical Examiner	779,091	0	779,091
Substance Abuse	717,936	0	717,936
Community Mental Health	2,297,035	0	2,297,035
Department of Human Services	1,642,566	0	1,642,566
Tri-County Aging	73,833	0	73,833
Veterans Affairs	1,167,601	0	1,167,601
Cooperative Extension	473,419	0	473,419
Parks and Recreation	1,960,594	0	1,960,594
Contingency Reserves	42,010	0	42,010
Attrition	-4,768,816		-4,768,816
Legal Aid	20,000	0	20,000
Environmental Affairs	169,000	0	169,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	34,375	0	34,375
Capital Improvements	2,066,340	0	2,066,340
American Rescue Funds	-3,500,000	0	-3,500,000
<b>Total General Fund Expenditures</b>	<b>96,128,364</b>	<b>0</b>	<b>96,128,364</b>

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2024 BUDGET YEAR**

**RESOLUTION #23 –**

WHEREAS, county policy requires that all contracts over \$5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2024 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller that 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

BE IT FURTHER RESOLVED, that all grants and funding arrangements with entities whose fiscal years do not coincide with the County's fiscal year be considered authorized providing that they have been authorized in part in the adopted budget, and the remaining portion of the time period and funds are included in the Controller's Recommended Budget for the succeeding fiscal year.

BE IT FURTHER RESOLVED, that all contracts over \$5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

LAW AND COURTS COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Family Court	CMH-CEI	Contract for Psychiatric Prescreening at the Youth Center	10/01/23	09/30/24	\$ 8,010	\$ 8,010	\$0	0.00%	JJM
Family Court	Peckham Inc., Footprints Group Home	Educational and vocational program for delinquent youth attending the Ingham Academy	10/01/23	09/30/24	\$625,289	\$640,921	\$15,632	2.50%	JJM
Family Court	House Arrest	Home Detention including tethers	10/01/23	9/31/2024	\$ 40,000	\$ 40,000	\$0	0.00%	50% General Fund/50% State of MI
Family Court	Robert Ochodnický	Attorney contract to represent delinquent youth in DL Judge Garcia	01/01/24	12/31/24	\$ 15,711	\$ 16,025	\$314	2.00%	JJM

**REVENUE CONTRACTS**

<b>DEPART MENT</b>	<b>CONTRACTOR NAME</b>	<b>TYPE OF CONTRACT</b>	<b>REASON FOR CONTRACT</b>	<b>BEGIN DATE</b>	<b>END DATE</b>	<b>2023 REVENUE</b>	<b>2024 PROJECTED</b>	<b>Proj. Increase over 2023</b>	<b>% Increase over 2023</b>
Sheriff	Byrne Jag Grant (BYRNE JAG)		Tri-County Metro Narcotics	10/01/23	09/30/24	\$27,930	\$28,000	\$70	0.25%
Sheriff	State of Michigan		State Homeland Security Program Projects / Terrorism Prevention	10/01/23	09/30/24	\$143,800	\$91,500	-\$52,300	-36.37%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	Annual Grant for Secondary Road Patrol	10/01/23	09/30/24	\$202,356	\$323,500	\$121,144	59.87%
Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	Annual Grant for Marine Safety Programs	10/01/23	09/30/24	\$7,000	\$6,600	-\$400	-5.71%
Sheriff	State of Michigan	Annual Grant for Emergency Management	Annual Grant for Emergency Management	10/01/23	09/30/24	\$70,000	\$68,500	-\$1,500	-2.14%
FOC	State of Michigan		Annual Access and Visitation Grant	10/01/23	09/30/24	\$10,000	\$8,500	-\$1,500	-15.00%
FOC	State of Michigan		Cooperative Reimbursement Grant	10/01/23	09/30/24	\$4,871,762	\$4,862,771	-\$8,991	-0.18%



HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/24	12/31/24	\$45,750	\$45,750	\$0	0.00%	General Fund
Ingham County	Legal Services of South Central Michigan	Provide legal services to low-income residents of Ingham County	01/01/24	12/31/24	\$ 20,000	\$ 19,000	-\$1,000	-5.00%	General Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
Board of Commissioners	CAPCOG	Agreement w/Lansing Chamber	01/01/24	12/31/24	\$ 5,000	\$ 5,000	\$ 0	0.00%	General Fund
Financial Services	MGT of America, LLC	Annual Cost Plan (Indirect Costs)	01/01/24	12/31/24	\$ 12,000	\$ 12,000	\$ 0	0.00%	General Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/24	12/31/24	\$ 14,425	\$ 15,161	\$ 736	5.10%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/23	08/29/24	\$ 2,453	\$ 2,578	\$ 125	5.10%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/31/23	03/31/24	\$ 1,904	\$ 2,001	\$ 97	5.10%	Network Fund
IT	Wavecrest	Web Reporting Software	02/20/23	02/20/24	\$ 9,888	\$ 10,392	\$ 504	5.10%	Network Fund
IT	CDWG	Backup Software	04/30/23	04/30/24	\$ 20,000	\$ 21,020	\$ 1,020	5.10%	Network Fund
IT	CDWG	VMWare Renewal	03/31/23	03/31/24	\$ 38,019	\$ 39,958	\$ 1,939	5.10%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/23	05/27/24	\$ 3,478	\$ 3,655	\$ 177	5.10%	Network Fund
IT	CDWG	Network Monitoring Software	10/01/23	09/30/24	\$ 2,902	\$ 3,050	\$ 148	5.10%	Network Fund
IT	ESRI	Annual Maintenance for ArcView & ArcGIS Server	10/01/23	09/30/24	\$ 4,164	\$ 4,376	\$ 212	5.10%	Network Fund
IT	Zayo	Dark Fiber & equipment	01/01/23	12/31/24	\$ 6,560	\$ 6,895	\$ 335	5.10%	Network Fund
IT	Revize	Website Licensing/Support	06/01/23	05/31/24	\$ 10,404	\$ 10,935	\$ 531	5.10%	Network Fund
IT	KnightWatch	Ocularis Renewal for cameras	01/04/23	01/04/24	\$ 19,018	\$ 19,988	\$ 970	5.10%	Network Fund
IT	CDWG	Remote Access Software	01/01/24	12/31/24	\$ 18,391	\$ 19,329	\$ 938	5.10%	Network Fund
IT	CDWG	Multifactor Authentication Software	10/01/23	09/30/24	\$ 55,141	\$ 57,953	\$ 2,812	5.10%	Network Fund
IT	CDWG	Asset Monitoring Software	05/01/23	04/30/24	\$ 3,355	\$ 3,526	\$ 171	5.10%	Network Fund
IT	CDWG	Network Security Tool	10/01/23	09/30/24	\$ 2,184	\$ 2,296	\$ 111	5.10%	Network Fund
IT	CDWG	Zoom	03/31/23	03/31/24	\$ 14,790	\$ 15,544	\$ 754	5.10%	Network Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2023 COST	2024 PROJECTED	Proj. Increase over 2023	% Increase over 2023	Funding Source
IT	Toshiba	Xmedius Fax Solution	05/01/23	04/30/24	\$ 7,650	\$ 8,040	\$390	5.10%	Network Fund
IT	I.D. Networks	Finger Roll Livescan System	01/01/23	01/01/24	\$ 8,457	\$ 8,888	\$431	5.10%	Network Fund
IT	CDWG	Password Reset Software	01/01/24	12/31/24	\$ 2,601	\$ 2,734	\$133	5.10%	Network Fund

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT THE 2024 – 2028 STRATEGIC PLAN**

**RESOLUTION #23 –**

WHEREAS, the Ingham County Board of Commissioners has developed and desires to adopt a strategic plan that presents the goals and aspirations of County government and all its affiliated departments and agencies; and

WHEREAS, the Board of Commissioners, working with elected officials, department heads and budgetary units has completed a comprehensive year-long project with the assistance of Mejorando Group, a professional strategic planning firm; and

WHEREAS, the Board of Commissioners has reviewed the plan in detail, provided feedback and made certain editorial modifications through its' Strategic Planning Task Force; and

WHEREAS, the Board of Commissioners deems the final draft of the plan to be comprehensive, appropriate, aspirational and strategically sound.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the 2024 – 2028 Ingham County Strategic Plan as presented and attached.

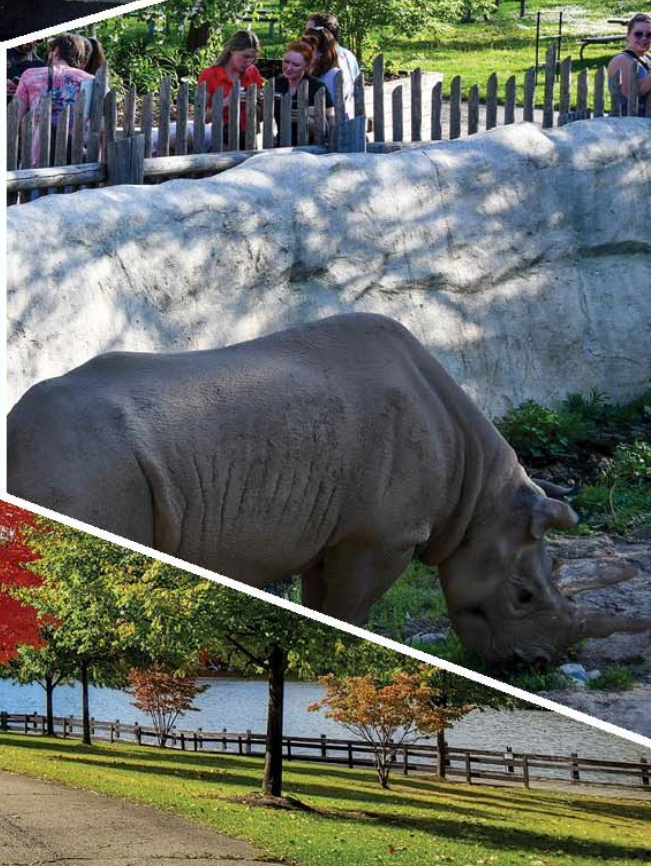
BE IT FURTHER RESOLVED, that the Board commends the Strategic Planning Task Force and all those persons who participated in the development of the Strategic Plan for their dedication and commitment to the future of Ingham County.

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**



INGHAM COUNTY  
**STRATEGIC PLAN**  
2024-2028



# TABLE OF CONTENTS

MISSION / VISION / VALUES ..... 1

## GOALS

Service to Residents ..... 2

Community Engagement ..... 3

Public Health & Safety ..... 4

Recreational Opportunities ..... 5

Roads & Infrastructure ..... 6

Good Government ..... 7

## STRATEGIC PLANNING TASK FORCE

Commissioner Thomas Morgan (Chair)

Commissioner Simar Pawar

Commissioner Monica Schafer

Commissioner Irene Cahill

Commissioner Randy Maiville

Commissioner Myles Johnson





## MISSION STATEMENT

To improve the quality of life for Ingham County residents and work to ensure every person is treated with respect and dignity.

## VISION STATEMENT

Ingham County inspires pride among our residents and creates opportunities for every person to realize their potential.

We lead by example.

## VALUES

- ▶ Provide high quality services in an efficient manner.
- ▶ Serve the public with honesty and integrity.
- ▶ Seek creative solutions.
- ▶ Embrace diversity and inclusion.



# SERVICE TO RESIDENTS

- Implement a comprehensive approach to solicit resident feedback on their service experience in regard to the quality of the county's programs and services.
- Public health and health care services, programs, and functions will be integrated to improve health outcomes.
- Improve transportation and access addressed to underserved communities.
- Strengthen our local economy by partnering with other public, private, and non-profit entities to advance coordinated economic development activities.
- Support community efforts to address affordable housing needs.
- Increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.
- Connect individuals and our community with the natural world through exhibits, educational programming and staff interactions by delivering affordable, unforgettable and inspiring guest experiences.
- Ensure that all our buildings fully meet ADA requirements, guaranteeing accessibility for everyone.





# COMMUNITY ENGAGEMENT

- Enhance communication and outreach to the community by using all available communication methods and tailoring messaging to individual needs.
- Build collaborative partnerships that bring together and benefit our diverse communities, and strengthen our foundation of communication by carefully listening to stakeholders, leveraging partnerships, and creating experiences that will achieve our shared mission and goals.
- Promote the practice of public health and safety through collaboration and messaging.
- Increase, strengthen, support, and coordinate community partnerships, relationships, and collaborative efforts.



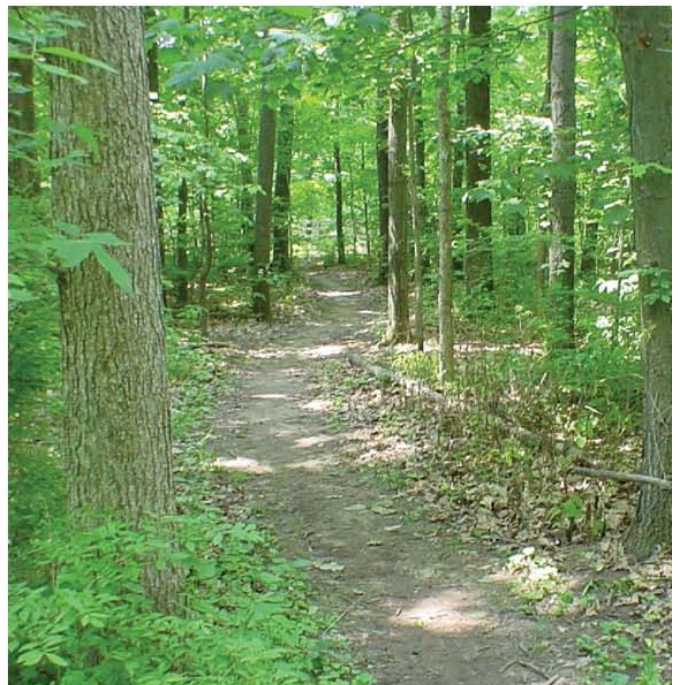
# PUBLIC HEALTH AND SAFETY

- Provide crisis intervention training and mental health first aid for all applicable county departments and employees.
- Assess and develop a program to co-locate mental health crisis workers in Central Dispatch, public health, and other applicable departments, to divert appropriate mental health-related calls received with the goal of engaging the caller in addressing mental health issues in the mental health treatment system as opposed to the criminal justice system.
- Increase resilience and capacity to prepare for and respond to emergencies and incidents.
- Conduct a comprehensive risk analysis of critical public safety in the county and develop an action plan for the purpose of enhancing protection and resiliency.
- Reduce violence in Ingham County by supporting community engagement, fostering stronger neighborhoods and helping to coordinate violence prevention efforts.



# RECREATIONAL OPPORTUNITIES

- Enhance affordable recreational opportunities across the county by ensuring accessibility to recreational areas, fostering a welcoming environment for all and promoting environmental sustainability.
- Enhance existing recreational resources by linking neighborhoods and schools to parks, waterfronts, recreational centers and other facilities through a county wide network of non-motorized trails and blueways.
- Continue to add activities and educational programming to our parks and facilities that support physical and mental health.



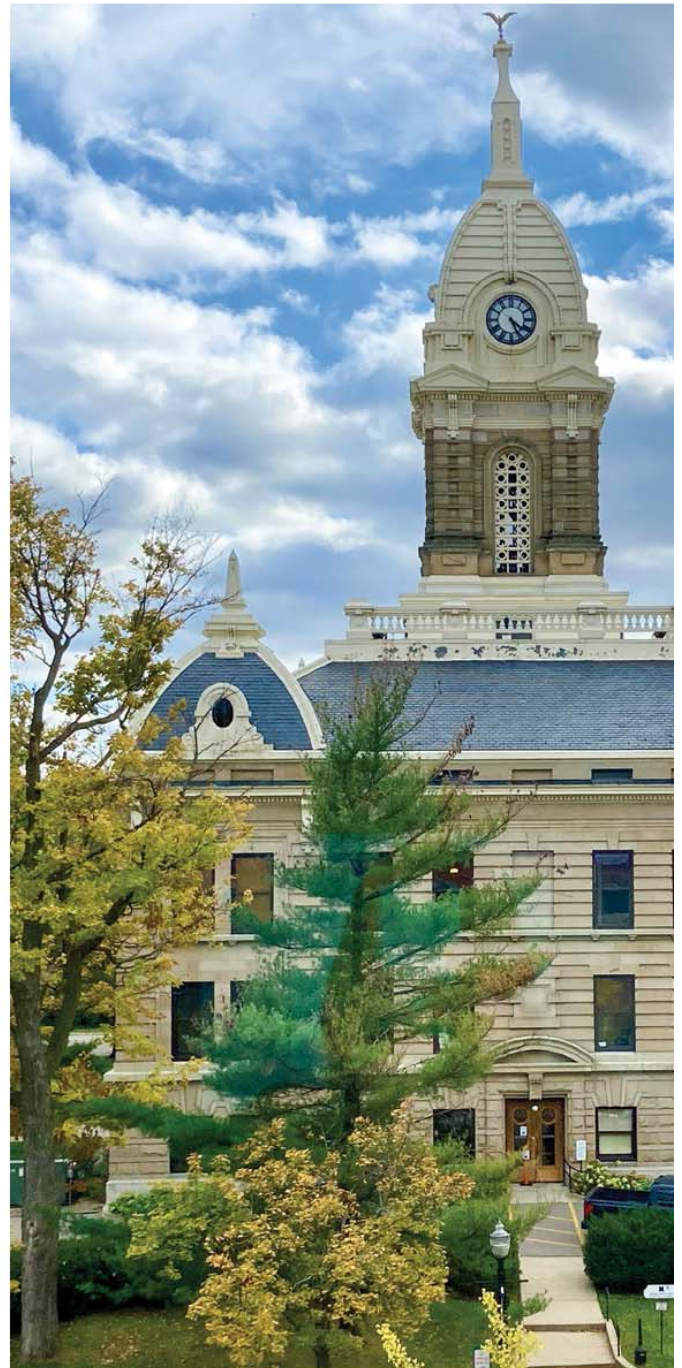
# ROADS AND INFRASTRUCTURE

- Respond to stakeholder concerns in a timely manner and utilize an asset management plan to ensure roads and bridges are maintained in safe conditions.
- Improve communication with the public and other entities by coordinating projects to minimize disruption to the community.
- Ensure that buildings are well-maintained and provide safe access for everyone, and that they are welcoming and secure for all residents.
- Work with communities within the county to develop and maintain public trails linking parks and communities to one another.
- Support expansion of reliable broadband technology throughout the county.



# GOOD GOVERNMENT

- Be open, transparent and accountable with the public we serve, including erring on the side of disclosure whenever possible.
- Become a destination employer that attracts and retains high-quality staff to serve our residents.
- Consider the public health impacts of every county decision.
- Promote and encourage the professional development of all employees. Require a minimum of 12 hours of professional development of all employees.
- Build awareness and urgency to develop environmentally sustainable practices in county government.



Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING DR. DOUGLAS EDEMA FOR SERVICE AS AN  
INGHAM COMMUNITY HEALTH CENTERS BOARD MEMBER**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to honor Dr. Douglas Edema for his exemplary service as a CHC board member; and

WHEREAS, the Ingham County Board of Commissioners acts as co-applicant with the Ingham Community Health Centers (ICHC) Board of Directors for the governance and oversight of the Federally Qualified Health Center through ICHD; and

WHEREAS, a current ICHC Board Member, Dr. Douglas Edema, has honorably completed his term in said positions and has contributed with integrity and commitment to ICHC's mission during his term; and

WHEREAS, Dr. Edema served as Chair of the Homeless Healthcare Committee, which is a collaboration between the former Sparrow Health System, Holy Cross Services, and ICHC, and provides for the needs of those receiving services from the New Hope Community Health Center; and

WHEREAS, a committed advocate for those experiencing homelessness, Dr. Edema has been an active member of this committee for over 5 years; and

WHEREAS, the Medical Health Officer, the ICHC Board of Directors and the Executive Committee wish to recognize Dr. Edema's dedication during and service as an ICHC Board member and committee chair.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Dr. Edema for his years of service and dedication as an ICHC Board member and committee chair.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation for Dr. Edema's contributions and for the lasting, positive impact he made during his years of dedicated service.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Dr. Edema continued success in all of his future endeavors.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CREATE A 1.0 FTE PROJECT SPECIALIST  
COMMUNITY ACTION NETWORK COORDINATOR**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department (ICHD) wishes to create a 1.0 FTE Project Specialist Community Action Network (CAN) Coordinator position, ICEA County Professional Grade 5 (salary range \$50,294.82 to \$60,394.75), effective upon approval; and

WHEREAS, this position was previously a temporary position within the Health Department; and

WHEREAS, the Project Specialist CAN Coordinator is an essential role to ICHD's Maternal and Child Health (MCH) Division operations and ensures that our Infant Mortality Coalition is successful and sustainable; and

WHEREAS, this new position will allow ICHD staff to propose and implement projects that can lead to healthier birth outcomes and lower infant mortality rates across the county; and

WHEREAS, creating this new position will allow extra capacity and staffing hours to further develop the Infant Mortality Coalition, and will provide coordination for the Fetal Infant Mortality Review program; and

WHEREAS, the 2023 cost of this 1.0 FTE Project Specialist CAN Coordinator position including salary and benefits is \$115,319 and all costs for this agreement will be covered by the Strong Start Healthy Start grant H4924118; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize creating a 1.0 FTE Project Specialist CAN Coordinator, ICEA County Professional Grade 5 (salary range \$50,294.82 to \$60,394.75), effective upon approval.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners authorizes creating a 1.0 FTE Project Specialist CAN Coordinator, ICEA County Professional Grade 5 (salary range \$50,294.82 to \$60,394.75), effective upon approval.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**COUNTY SERVICES: Yeas:** Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest

**Nays:** None **Absent:** None **Approved 12/05/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE 2024 AGREEMENTS FOR COMMUNITY AGENCIES**

**RESOLUTION #23 –**

WHEREAS, the 2024 Ingham County Budget has been approved by the Board of Commissioners; and

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

WHEREAS, the 2024 budget includes \$365,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #23-236.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2024 through December 31, 2024, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$65,049 from the 2024 contingency fund to the community agency fund.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Advent House Ministries, Inc.	provides food, shelter, and advocacy services to those who struggle with homelessness and poverty in our community	\$18,750.00	\$18,750.00	\$0.00	\$18,250.00	\$5,000.00	\$18,250.00	\$18,250.00	\$18,250.00
Big Brothers Big Sisters Michigan Capital Region	Provides mentors to youth age 5-17, including wellness checks and access to basic needs for involved families	\$9,375.00	\$23,750.00	\$0.00	\$9,375.00	\$5,000.00	\$9,375.00	\$9,375.00	\$9,375.00
Boys & Girls Club of Lansing	Provides lunch during summer to youth age 6-18 and after-school snacks during the school year	\$5,200.00	\$5,200.00	\$0.00	\$5,200.00	\$5,000.00	\$5,200.00	\$5,200.00	\$5,200.00
Capital Area Housing Partnership - Homeless Families Supportive Services	providing decent affordable housing, revitalizing neighborhoods, and, most recently, providing housing with services most likely to keep large formerly homeless families permanently housed	N/A	\$5,000.00	\$0.00	\$2,500.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00
Cardboard Prophets	Provides clothing, shoes, personal items, and nonperishable food to those in need as well diapers, wipes, and incontinence supplies in tandem with various other organizations	\$12,500.00	\$30,000.00	\$18,250.00	\$12,500.00	\$18,250.00	\$12,500.00	\$12,500.00	\$12,500.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
CASA for Kids, Inc. Barry, Eaton, and Ingham County	advocate for the well-being and best interest of children in foster care	N/A	\$25,000.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00	\$5,000.00	\$5,000.00
Child & Family Charities - Gateway Youth Services	provides food, clothing, shelter and hygiene products; crisis intervention; individual, group and family counseling; and independent living skills training to homeless, runaway, at-risk and street youth ages 12 to 24 in Ingham County	\$19,125.00	\$25,000.00	\$0.00	\$19,125.00	\$5,000.00	\$19,125.00	\$19,125.00	\$19,125.00
Cristo Rey Community Center - Food Access Programs	Provides Food Pantry monthly by appointment for community members in need, Open Distribution of fresh fruits, vegetables, and dairy twice monthly, and daily access to a Bread Rack for those in need	\$9,000.00	\$13,250.00	\$0.00	\$9,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Cristo Rey Community Center - Prescription Assistance	Provides bilingual assistance to individuals in navigating complex application processes for access to discounted and free prescriptions by pharmaceutical companies	\$6,750.00	\$6,750.00	\$0.00	\$6,750.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Epicenter of Worship Church	1. Through culturally appropriate mentorship and tutoring, and supported parent involvement, improve academic performance in reading and math for economically disadvantaged elementary-school-aged BIPOC students in the Lansing School District.	N/A	\$18,510.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00	\$5,000.00	\$5,000.00
EVE, Inc.	EVE serves survivors of domestic and sexual violence through the provision of safe, emergency shelter and housing; crisis intervention; mental health services; and advocacy to support the client-survivor to empower them, promote their safety, and help them begin their journey of healing after the trauma they have experienced	\$9,300.00	\$30,000.00	\$0.00	\$9,300.00	\$5,000.00	\$9,300.00	\$9,300.00	\$9,300.00
Greater Lansing Food Bank - Garden Project	Provides access to land, how-to gardening education, seeds, plants starts, tools, and other resources for low-to moderate-income families	\$14,375.00	\$10,000.00	\$0.00	\$10,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Grit Glam and Guts	The grant funds will assist is supporting student-led project and professional fees for faculty and staff and ensure adequate staffing with a 1:8 teacher-student ratio, and facility cost.	N/A	\$7,600.00	\$0.00	\$3,350.00	\$5,000.00	\$3,350.00	\$3,350.00	\$3,350.00
Habitat for Humanity Capital Region	Habitat for Humanity Capital Region provides housing services to low- to moderate-income families in Ingham and Eaton Counties.	\$15,312.00	\$25,500.00	\$18,250.00	\$15,312.00	\$18,250.00	\$15,312.00	\$15,312.00	\$15,312.00
Haven House	provides emergency homeless shelter for families	\$15,000.00	\$20,000.00	\$18,250.00	\$15,000.00	\$18,250.00	\$15,000.00	\$15,000.00	\$15,000.00
Helping Women Period	provide traditional products (pads, tampons, and liners) as well as alternative products (menstrual cups and period underwear) through a charity partner model which leverages pre-existing connections to resources	N/A	\$60,000.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00	\$5,000.00	\$5,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Holy Cross Services New Hope Community Center	providing clean and safe shelter; 2) providing emergency overnight shelter to prevent individuals from exposure to extreme weather; 3) providing support services and referrals for individuals experiencing homelessness	\$15,000.00	\$50,000.00	\$18,250.00	\$15,000.00	\$18,250.00	\$15,000.00	\$15,000.00	\$15,000.00
ICHANGE	provide an evidence-based client-centered and unique open-minded approach to foster a more cohesive community, and promote a sustainable well-being for individuals, youth, and families	N/A	\$12,600.00	\$12,600.00	\$6,100.00	\$12,600.00	\$6,100.00	\$6,100.00	\$6,100.00
Lansing Area AIDS Network	Provides funding for housing, utilities, food, and other basic needs where State funding is unable to do so	\$6,250.00	\$8,000.00	\$8,000.00	\$6,250.00	\$8,000.00	\$6,250.00	\$6,250.00	\$6,250.00
Larry Mitchell Trice Community Outreach Services	Provides food, with a healthy and cultural focus, for Cuban, Middle Eastern, Black, Hispanic, and other international populations in need during evening hours when most other food banks are closed	N/A	\$91,250.00	\$18,250.00	\$5,000.00	\$18,250.00	\$5,000.00	\$5,000.00	\$5,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Loads of Love	Provides free services such as food, toiletries, clothing, and HR and counseling resources for those in need	N/A	\$2,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Michigan Crossroads Council, Boy Scouts of America	provide youth with extended opportunities for high-quality enrichment programming that uses a positive youth development approach to guide its delivery	N/A	\$7,500.00	\$0.00	\$3,250.00	\$5,000.00	\$3,250.00	\$3,250.00	\$3,250.00
Northwest Initiative	Provides returning citizens with basic needs such as assistance with government documents, clothing, food, health coverage, transportation resume and career advice, housing, family reunification, etc.	\$6,250.00	\$10,000.00	\$0.00	\$6,250.00	\$5,000.00	\$6,250.00	\$6,250.00	\$6,250.00
Pilgrim Congregational United Church - Meals to Go	Provides "Meals to Go" for neighborhood and community	N/A	\$9,000.00	\$0.00	\$4,500.00	\$5,000.00	\$4,500.00	\$4,500.00	\$4,500.00
Refugee Development Center - BRIDGES: Basic Needs to Self Sufficiency	Provides food, clothing, and essential household items to families in need	\$15,312.50	\$20,000.00	\$0.00	\$15,312.00	\$5,000.00	\$15,312.00	\$15,312.00	\$15,312.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Retired & Senior Volunteer Programs of Ingham, Clinton, & Eaton Counties (RSVP)	Provides medial driving to seniors and individuals with disabilities for no cost as well as social calls for seniors living alone	\$6,250.00	\$10,000.00	\$10,000.00	\$6,250.00	\$10,000.00	\$6,250.00	\$6,250.00	\$6,250.00
Rural Family Services	Provides rental assistance to help keep families in homes	\$9,000.00	\$14,000.00	\$14,000.00	\$9,000.00	\$14,000.00	\$9,000.00	\$9,000.00	\$9,000.00
Sleep in Heavenly Peace, Inc.	Provides lumber, materials, mattress, bedding, and pillows for children without beds	N/A	\$10,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
South Lansing Ministries Inc	Provides healthy and nutritious food pantry for those in need as well as personal need items	N/A	\$10,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Southside Community Coalition	Provides snacks to children in after school program every day	N/A	\$6,500.00	\$6,500.00	\$3,250.00	\$6,500.00	\$3,250.00	\$3,250.00	\$3,250.00
Southside Community Kitchen	Provides healthy and nutritious meals to low-income and South Lansing people in need	\$1,000.00	\$5,000.00	\$5,000.00	\$1,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$1,000.00
St. Vincent Catholic Charities	Provides refugee families with one month's rent or utility assistance when in crisis	\$5,000.00	\$15,000.00	\$15,000.00	\$5,000.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00



Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Stockbridge Community Outreach Association, Inc	Provides Milk Bucks to Stockbridge families without access to regular grocery stores & unable to pay inflated local access prices	\$5,625.00	\$7,346.00	\$7,346.00	\$5,625.00	\$7,346.00	\$5,625.00	\$5,625.00	\$5,625.00
The Salvation Army - Lansing Capital Area Center for Service	provides essential food items to homeless and residential individuals through our Food Pantry, Monday through Friday	N/A	\$15,000.00	\$15,000.00	\$5,000.00	\$15,000.00	\$5,000.00	\$5,000.00	\$5,000.00
The Turning Point of Lansing	Provides mentoring for African American youth, including mental health support, field trip and outing funding, session snacks, and shirts	\$12,500.00	\$40,300.00	\$0.00	\$12,500.00	\$5,000.00	\$12,500.00	\$12,500.00	\$12,500.00
United Way of South central Michigan - Capital Area College Access Network	Provides matching funds, mentoring, and professional development to AmeriCorps members serving as college advisors in high schools	\$7,500.00	\$15,000.00	\$0.00	\$7,500.00	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Voices of Color	provide a space to advocate for and implement strategies to ensure access to the highest quality of resources for all victims and survivors with a focus on black, indigenous and people of color community (BIPOC)	N/A	\$10,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
WAI-IAM - RISE Care Unit	Provides basic needs, resources, and care for individuals with addictions issues and are members of the RISE Community	\$4,500.00	\$10,625.00	\$10,625.00	\$4,500.00	\$10,625.00	\$9,500.00	\$9,500.00	\$9,500.00
Advancement Corporation	The plan focuses on evenly dispersing affordable housing throughout the community to promote healthy mixed-income neighborhoods.	N/A	\$20,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Allen Neighborhood Center	Provides a food pantry for those in need with non-restrictive food pantry access as well as holistic services for health, housing, and other human service needs	\$2,500.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Capital Area District Libraries	provides free information and resources to the Greater Lansing Area and Capital Region. CADL offers physical and digital resources, gathering spaces, computers, internet, and technology access, as well as a wide range of programming for library patrons	N/A	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Area Housing Partnership - Ballentine	provided project-based vouchered housing and case management support to 18 households annually for	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	\$2,230.00	\$2,230.00	\$2,230.00
Capital Area Housing Partnership - Walnut Manor Apartments	providing housing with services most likely to keep those with special needs stably housed. Walnut Manor Apartments, with their integrated service program, have provided housing and case management support to 12 households annually for over a decade	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$9,000.00	\$9,000.00	\$9,000.00
Capital Area Housing Partnership - Tuesday Toolmen	program provides free home repairs and modifications to help people remain safely in their homes	\$4,750.00	\$4,750.00	\$4,750.00	\$4,750.00	\$4,750.00	\$8,750.00	\$8,750.00	\$8,750.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Community Mental Health	Provides services for recovery, wellness, trauma-informed care, and physical-behavioral health care integration for adults and children	N/A	\$30,000.00	\$18,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cristo Rey Community Center - Community Kitchen	Provides two hot and nutritious meals Monday through Friday to those in need	\$4,250.00	\$10,000.00	\$0.00	\$4,250.00	\$4,520.00	\$10,270.00	\$10,270.00	\$10,270.00
DAP Service & Resources	DAP Services & Resources was founded to be a resource to address the social determinants of health in aging such as access to resources, education, and cultural incompetence. We aim to do this through education, mentorship and advocacy	N/A	\$13,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Eastside Community Action Center	Provides food and other necessities for individuals and families in the community	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Footprints of Michigan, Inc.	provide shoe gear for anyone in need	N/A	\$20,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Greater Lansing Food Bank - Care Kits	Provides kits of nutritious food for homeless individuals	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00



Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Michigan State University Safe Place	provides free services to those victimized by domestic violence and stalking, and their minor aged children. Services include counseling, safety planning, advocacy services and shelter.	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
One Love Global	Provides mentorship, education, and resources to Black youth	N/A	\$15,060.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Open Arms Link	Open Arms Link (OAL) provides permanent and safe Adult Foster Care (AFC) housing and care services for those with mental and physical developmental disabilities.	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Our Savior Lutheran Church & School	Dispense food with extras of meat and personal care,• Community Outreach – available to clients: -Information about the Ingham County Health Department. -Information and referrals to clients. -Clothing and household items. -Birthday packs if available. -Back to School Backpack Drive. -Homemade cards given on holidays if available. -Gifts at Christmas if available	N/A	\$30,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Peckham, Inc	Provides employment and social support services for Region 7 such as housing applications, hygiene and personal care items, and shoes and clothing to individuals on parole and probation in the tri-county area	N/A	\$30,000.00	\$18,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pilgrim Congregational United Church - Love Layette Program	Provides new clothing, bibs, sleepers, diapers, wipes, and other baby care items for those in need	N/A	\$300.00	\$0.00	\$300.00	\$300.00	\$600.00	\$600.00	\$600.00

Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
Pilgrim Congregational United Church - Small Children's Closet	Provides free of charge new and used clothing and other baby supplies to low-income families	N/A	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00
Punks with Lunch Lansing	provide food, hygiene items, clothing (socks & underwear), camping items (tents & sleeping bags), and harm reduction to those in need.	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Refugee Development Center - Newcomer Health & Housing Navigation	Provides cultural and linguistic accessible services for health and housing navigation	N/A	\$15,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
St. Vincent de Paul	Provides emergency assistance including rent, utilities, medical bills, etc. and food services including food pantries and meal delivery programs	N/A	\$246,025.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
The Listening Ear Crisis Intervention Center	provide crisis intervention, emotional support and information referrals for all individuals who contact them	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00



Organization	Program	2023 Amt. Received	2024 Grant Request	Funding Rec. 1	Funding Rec. 2	Funding Rec. 3	Funding Rec. 4	Human Services Rec.	Finance Rec.
TWIGS Inc	Provides care for cancer patients from underprivileged or income-restricted individuals such as rides to appointments, yard care, errands, and house cleaning	N/A	\$150,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
United Way of South Central Michigan - Power of We	Provides access to service and care coordination among Ingham County agencies for referral sources, established services in the county, and collaboration on ways to improve coordination practices	N/A	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00
WAI-IAM - RISE Recovery Community	Provides a community for addiction-struggling individuals and gives them resources and support	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Women's Center of Greater	Provides counseling, personal hygiene supplies, resume & career help, and professional clothing for low-income women	N/A	\$15,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
YMCA of Metropolitan Lansing	Provides fresh fruits and vegetables to families in need	\$2,500.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
<b>TOTAL</b>			<b>\$1,778,446.00</b>	<b>\$369,071.00</b>	<b>\$430,049.00</b>	<b>\$504,441.00</b>	<b>\$430,049.00</b>	<b>\$430,049.00</b>	<b>\$430,049.00</b>

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A HEALTH SERVICES MILLAGE CONTRACT WITH THE  
INGHAM HEALTH PLAN CORPORATION**

**RESOLUTION #23 –**

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services and essential care such as preventive testing and treatment for cancer, diabetes, heart disease and other serious illnesses; and

WHEREAS, IHPC provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with IHPC which authorizes the County to pay IHPC an amount not to exceed \$2,188,156 annually for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage.

BE IT FURTHER RESOLVED, that the millage will be used to support Ingham County residents whose household income is at or below 250% of federal poverty guidelines.

BE IT FURTHER RESOLVED, that for the time period January 1, 2024 through December 31, 2024 the County shall reimburse IHPC by monthly invoice for medical, pharmacy, dental, and behavioral health services as set forth in the attached list of covered services.

BE IT FURTHER RESOLVED, that the annual not to exceed amount of \$2,188,156 includes administrative costs, which will be capped at 15% of medical expenses paid to IHPC, with the administrative costs requested to be reimbursed by the County listed clearly on each monthly invoice.

BE IT FURTHER RESOLVED, that administrative costs include, but are not limited to third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

BE IT FURTHER RESOLVED, that IHPC invoices will be submitted in a consistent format that is agreed upon by both the IHPC and the Ingham County Controller/Administrator.

BE IT FURTHER RESOLVED, that any additional services that IHPC wishes to be reimbursed for beyond what is in the attached scope of services must be approved by the Ingham County Board of Commissioners as an amendment to the contract.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation shall appoint a representative put forth by the Ingham County Board of Commissioners to its Board of Directors.

BE IT FURTHER RESOLVED, that Ingham County reserves the right to make requests of IHPC for data that includes enrollment figures, financial reports, and other information and IHPC is obligated to provide the requested data in a timely manner.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation may be subject to review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

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, Cahill, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

### MEDICAL COVERAGE

#### **Physician, Physician Assistant, and Nurse Practitioner Services Office visit**

##### **Copay: \$5.00**

Covered when provided by the member's Primary Care Provider (PCP) or by a specialty medical provider to whom the enrollee is appropriately referred for medically necessary services. Services must be provided in an office or outpatient setting. Medicaid covered CPT's only.

- Office visits
- Annual physical exams, including breast exams, pap smears, and screening tests
- Immunizations
- Administration of allergy extract
- Anesthesia services
- Injectable medications (limited benefit – see additional information)
- Diagnostic and treatment services
- Oral Surgery (Medical services only. Dental related services covered per Delta EPO)
- Ophthalmology services provided by an Ophthalmologist or Optometrist (must be related acute or chronic medical condition)
- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Podiatry services
- Preventive Services
- Surgery
- Behavioral Health Services (limited benefit)

#### **Outpatient Hospital Services**

##### **Copay: \$0.00**

Covered when ordered by the member's PCP or specialty provider to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Physical or Occupational therapy- maximum of 20 visits per calendar year
- Radiation therapy
- Colonoscopies and sigmoidoscopies
- Diagnostic and treatment services (limited benefit)
- Surgeries

#### **Urgent Care Services Copay: \$5.00**

Covered for after-hours, non-emergency medical conditions that need to be treated before a PCP appointment can be scheduled. Medicaid covered CPT's only.

- Urgent care visits
- Immunizations
- Injectable medications and administration.

## **Laboratory Services**

### **Copay: \$0.00**

Covered when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only. Genetic testing requires review for medical necessity and prior authorization.

## **Radiology Services**

### **Copay: \$0.00**

Covered for diagnosis and treatment purposes when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

- Diagnostic X-rays
- CT scans
- Mammograms (women over 40 should be referred to authorized Title XV BCCCP program)
- MRI scans
- PET scans

## **Ambulatory Surgical Center Services**

### **Copay: \$0.00**

Covered when services ordered by the member's PCP or specialist physician to whom the enrollee is appropriately referred and medically necessary. Medicaid covered CPT's only.

Practitioner charges for diagnostic and treatment services

Practitioner charges for surgery

## **Medical Supplies**

### **Copay: \$0.00**

Covered with a valid prescription when ordered by the member's PCP or specialist physician and medically necessary.

- Blood Glucose Meters (CONTOUR NEXT Blood Glucose Monitoring System) Available through Ascensia Diabetes Care only. Call Ascensia at (800) 348-8100
- CPAP machine and supplies
- Medical supplies other than gradient surgical garments, formulas and feeding supplies, oxygen and related supplies, incontinence supplies, and supplies related to any non-covered durable medical equipment item
- Syringes, test strips, and lancets – Available through member's Pharmacy Benefit. (See Section 17 for details). Any pharmacy that participates with IHP can fill these prescriptions
- Limited knee and wrist orthotics

## **Injectable Medications**

### **Copay: \$0.00**

Injection administration is a covered benefit which does not require a prior authorization. However, not all injectable medications are a covered benefit. The purpose of the benefit is to cover common, routine injectable medicine given in the office or outpatient surgery setting. Providers should contact the Plan to verify coverage prior to administration with any questions.

- Infusion therapy is a covered benefit which **requires prior authorization**. The medication administered by infusion **also requires prior authorization**, and **may not be covered** by the Plan.
- Chemotherapy is not a covered benefit.
- Medicaid payable Vaccines and TB skin testing, as indicated by the CDC, are a covered benefit. Children should qualify for the Vaccines for Children (VFC) program

## **PHARMACY**

Office Visit Copay: \$5.00 (Generic)/\$10.00 (Brand)

- IHP Formulary medications filled at an IHP participating pharmacy
- Diabetic supplies (insulin syringes, lancets, and test strips)

## **DENTAL COVERAGE (Provided by Delta Dental of Michigan – EPO Network only)**

Office Visit Copay: \$0.00 for Cleanings, Preventative Exams, and X-rays. See member copayment schedule for copayment amounts for other services.

- Cleanings
- Preventative Exams
- X-rays
- Fillings
- Crowns
- Root Canals
- Bridges & Dentures

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH WTA ARCHITECTS FOR THE  
DESIGN AND CONSTRUCTION MANAGEMENT OF A NEW GRANDSTAND AT THE  
INGHAM COUNTY FAIRGROUNDS**

**RESOLUTION #23 –**

WHEREAS, the original grandstands at the Fairgrounds were demolished in 2016 due to structural deficiencies; and

WHEREAS, the construction of a new grandstand is vital to the success of the Fairgrounds; and

WHEREAS, the Fairgrounds submitted an application for \$2,500,000 to Representative Elissa Slotkin's Community Project Funding program to construct a new grandstand; and

WHEREAS, the application to construct a new grandstand was funded at \$2,500,000 in the Transportation, Housing and Urban Development, and related agencies (THUD) appropriations bill; and

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and the Fair Board both concur that a contract be awarded to WTA Architects who submitted the most qualified bid in the amount of \$52,620 for the design and \$130,650 to oversee construction for a total not to exceed \$183,270; and

WHEREAS, the funding for this contract is available in the Fair CIP (Hotel/Motel) fund balance; and

WHEREAS, this is eligible for reimbursement from the Community Project Funding program grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with WTA Architects to design and manage the construction of a new grandstand at the Ingham County Fairgrounds in an amount not to exceed \$183,270.

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 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.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

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

**RESOLUTION #23 –**

WHEREAS, the Board of Commissioners passed Resolution #20-560 to authorize a three-year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff of millage related items; and

WHEREAS, an additional not to exceed \$40,000 may be necessary to complete additional tasks within the current contract scope for the balance of the 2023 year; and

WHEREAS, after careful review and evaluation it is recommended that additional funds are made available for the continuation of services with Spicer Group, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes additional funds not to exceed \$40,000 for an amendment to the contract with Spicer Group, Inc. to provide consulting services.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$40,000 from the 228 Millage fund balance to line item 228-62800-802000.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SHANE'S CAMELS**

**RESOLUTION #23 –**

WHEREAS, the agreement between the County and the Zoological Society, Resolution #17-069, transferred operations of encounters including camel rides to the County; and

WHEREAS, the Purchasing Department issued RFP #193-23 and Shane's Camels was the only bid submitted; and

WHEREAS, the Zoo Director and Purchasing Director reviewed the bid submitted by Shane's Camels and found it to meet the criteria necessary for camel rides at Potter Park Zoo; and

WHEREAS, Shane's Camels has provided services at Potter Park Zoo since 2019 without incident; and

WHEREAS, the camel ride experience enhances guest experience by offering diversity in activities at the Zoo for visitors; and

WHEREAS, this contract will be a revenue contract with the Zoo receiving 25% of the gross revenue from the camel ride services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract for three years with an additional two year extension option, to Shane's Camels for the camel ride services at Potter Park Zoo.

BE IT FURTHER RESOLVED, that Potter Park Zoo will receive 25% of the gross revenue from the camel ride services.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE POTTER PARK ZOO AS A POLLING LOCATION**

**RESOLUTION #23 –**

WHEREAS, the City of Lansing requested Potter Park Zoo become a polling location; and

WHEREAS, Potter Park Zoo is able to meet the requirements in the City of Lansing polling location guidelines; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of the Zoo as a polling location.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Potter Park Zoo as a polling location for the City of Lansing.

BE IT FURTHER RESOLVED, that admission and parking fees will not be charged to individuals visiting the zoo to vote on election dates.

BE IT FURTHER RESOLVED, that the City of Lansing can use the space designated by Potter Park Zoo to store election equipment in the week prior to and following the election.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to accept a grant from the Michigan Department of Agriculture and Rural Development (MDARD) under the Clean Sweep agreement effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000; and

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

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

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

WHEREAS, MDARD has proposed to provide ICHD with up to \$24,000 in funding for FY 2024 to be used for the disposal of pesticides and herbicides; and

WHEREAS, this funding was anticipated and included in the FY 23 budget; and

WHEREAS, the Medical Health Officer recommends that the Board of Commissioners authorize a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program agreement with MDARD effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an MAEAP Clean Sweep Program agreement with MDARD effective October 1, 2023 through September 30, 2024 for an amount not to exceed \$24,000.

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.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2023 – 2024 AGREEMENT WITH  
THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY  
OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

**RESOLUTION #23 –**

WHEREAS, the responsibility from protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health and 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 entered into a 2023-2024 Master Agreement authorized through Resolution #23-339; and

WHEREAS, MDHHS has proposed Amendment #1 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #23-339 with MDHHS for the delivery of public health services under the Master Agreement Process, effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-339 with MDHHS for the delivery of public health services under the Master Agreement Process effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$285,000.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Child & Adolescent Health Center Program – East Lansing: increase of \$275,000 from \$0.00 to \$275,000.  
Community Blood Lead Testing: increase of \$10,000 from \$0 to \$10,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2024 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED that the Medical Health Officer, Dr. Adenike Shoyinka or her designee, is authorized to submit the 2023-2024 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE NEXTGEN HEALTHCARE INFORMATION SYSTEMS  
AGREEMENT TO PURCHASE THE NEXTGEN DIAGNOSTIC HUB SERVICE**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to include the NextGen® Diagnostic Hub service, for an annual amount not to exceed \$600, effective upon approval; and

WHEREAS, NextGen® Diagnostic Hub is a service enabling a connection to a network of laboratories to order diagnostic tests and receive test results from connected laboratories; and

WHEREAS, it is a shared network of lab vendors that provide testing services to connected care providers; and

WHEREAS, the annual cost for this service will not exceed \$600 and will be covered by the CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to purchase the NextGen® Diagnostic Hub service effective upon approval for an amount not to exceed \$600.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc. to purchase the NextGen® Diagnostic Hub service.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH INSTAMED AS A CREDIT/DEBIT  
CARD PROCESSING AGENT FOR INGHAM COUNTY HEALTH DEPARTMENT AND  
INGHAM COMMUNITY HEALTH CENTERS**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department (ICHD) and ICHD's Community Health Centers (CHCs) wish to enter into an agreement with InstaMed for credit/debit card processing services within the CHCs, effective January 1, 2024 through December 31, 2024; and

WHEREAS, ICHD and CHCs receive Health Resource and Services administration (HRSA) funding for the operation of its Federally Qualified Health Centers (FQHC), and

WHEREAS, HRSA encourages FQHCs to allow payment for services via credit/debit card to maximize patient revenue; and

WHEREAS, ICHD currently has an agreement with Transfirst since 2016, to provide this service that requires a software platform upgrade; and

WHEREAS, ICHD analyzed credit/debit card processing in order to find a platform containing with the ability to interface with ICHD's Electronic Health Records; and

WHEREAS, ICHD wishes to enter into an agreement with InstaMed for processing credit/debit card payments effective January 1, 2024 through December 31, 2024; and

WHEREAS, the costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHD/CHC requests to purchase up to 20 machines; and

WHEREAS, other costs include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe, plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used; and

WHEREAS, the cost to purchase the credit/debit card devices and payment of transaction related fees will be paid from existing operating costs and the expected increase in payments from patients for services, and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with InstaMed effective January 1, 2024 through December 31, 2024 to provide credit/debit card processing services.



THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with InstaMed effective January 1, 2024 through December 31, 2024 to provide credit/debit card processing services.

BE IT FURTHER RESOLVED, that the costs for purchasing the credit/debit card swipe devices are \$105 per device and ICHD requests to purchase up to 20 machines.

BE IT FURTHER RESOLVED, that other costs will include a maintenance fee of \$5 per month per device and a processing fee per transaction of \$0.25 cents per credit card swipe plus 2.69 to 3.29 % of transaction value depending on the credit/debit card used.

BE IT FURTHER RESOLVED, that the cost to purchase the credit/debit card devices and payment of transaction related fees will be paid from existing operating costs and the expected increase in payments from patients for services.

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 agreement upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer

**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville

**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH THE  
MICHIGAN PRIMARY CARE ASSOCIATION FOR ENCOUNTER COMPARISON &  
RECONCILIATION SUPPORT SERVICES**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to extend the agreement with Michigan Primary Care Association (MPCA) for Encounter Comparison & Reconciliation Support Services and technical training, effective January 1, 2024 through December 31, 2027, in an amount not to exceed \$75,000; and

WHEREAS, this agreement will aid in efficiently and effectively reconciling filed provider service claims with the State of Michigan Community Health Automated Medicaid Processing System (CHAMPS) with tools developed by MPCA; and

WHEREAS, this agreement will also provide technical training to aid in the Medicaid Reconciliation process; and

WHEREAS, the current agreement, per Resolution #22-612, is set to expire on December 31, 2023; and

WHEREAS, the cost of this agreement in an amount not to exceed \$75,000 and will be covered by additional revenue recovered from the Medicaid Reconciliation process; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize extending the agreement with the MPCA for Encounter Comparison & Reconciliation Support Services and training effective January 1, 2024 through December 31, 2027, in an amount not to exceed \$75,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with MPCA for Encounter Comparison & Reconciliation Support Services and training effective January 1, 2024 through December 31, 2027 in an amount not to exceed \$75,000.

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 any contract documents on behalf of the county after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH DR. SAIF FATTEH FOR DERMATOLOGY SERVICES**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to renew the agreement with Dr. Saif Fatteh to provide dermatology services effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700; and

WHEREAS, Dr. Saif Fatteh will provide dermatology services to ICHD's CHCs' patients, six (6) hours per week; and

WHEREAS, ICHD's CHCs will provide Internet access and up to 300 square feet of clinical space at 1115 S. Pennsylvania Avenue for the provision of dermatology services to the community; and

WHEREAS, the previous agreement expired on October 31, 2023; and

WHEREAS, the total cost of retaining Dr. Saif Fatteh's services will not exceed \$11,700 and will be covered by the FY24 CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with Dr. Saif Fatteh to provide dermatology services, including Internet access and up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with Dr. Saif Fatteh to provide dermatology services, including Internet access and up to 300 square feet of clinical space at Willow CHC, effective December 1, 2023 through May 31, 2024 in an amount not to exceed \$11,700.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH  
MSU HEALTH CARE, INC. FOR PEDIATRIC PHYSICIAN SERVICES**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew the agreement with MSU Health Care, Inc. for Pediatric Physician Services for an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024, with an option to renew for one year; and

WHEREAS, MSU Health Care, Inc. will provide 3.5 FTEs to support ICHD's CHCs' children and adolescences health centers; and

WHEREAS, the current agreement is set to expire on December 31, 2023; and

WHEREAS, the total financial impact of this agreement will not exceed \$2,600,000, assuming the option to renew is exercised, and will be covered by billable services; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with MSU Health Care, Inc. for Pediatric Physician Services in an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024, with an option to renew for one year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with MSU Health Care, Inc. for Pediatric Physician Services in an annual amount not to exceed \$1,300,000 effective January 1, 2024 through December 31, 2024, with an option to renew for one year.

BE IT FURTHER RESOLVED, that the agreement period shall be January 1, 2024 through December 31, 2024, with an option to renew for one year.

BE IT FURTHER RESOLVED, the cost of this agreement will not exceed \$1,300,000 through December 31, 2024 or \$2,600,000 if the option to renew is exercised.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A RENEWAL OF THE AGREEMENT WITH  
INTELLIGENT MEDICAL OBJECTS, INC.**

**RESOLUTION #23 –**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to renew an agreement with Intelligent Medical Objects, Inc. (IMO) to provide the Core service, effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02; and

WHEREAS, IMO's Core service offers enhancements to its advanced, user-friendly term search functionality to assist providers and clinicians in identifying terminology for documenting patient diagnosis and histories within NextGen; and

WHEREAS, IMO's Core service enhances the efficiency of the diagnostic code search function to ensure quality patient care; and

WHEREAS, the current agreement per Resolution #21-042, is set to expire on January 31, 2024; and

WHEREAS, the total cost of the IMO Core service which will provide for up to 100 providers is \$82,110.02, and will be covered by the CHC Operating Budget; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize renewing the agreement with IMO, Inc. effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing the agreement with IMO, Inc. effective February 1, 2024 through January 31, 2027 in an amount not to exceed \$82,110.02.

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

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar, Schafer  
**Nays:** None **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT FOR REPRESENTATION OF  
INDIGENT PARTIES FACING CONTEMPT CHARGES IN PERSONAL PROTECTION ORDER  
CASES, EMERGENCY RISK PROTECTION ORDER CASES, AND CERTAIN  
FRIEND OF THE COURT MATTERS**

**RESOLUTION #23 –**

WHEREAS, the 30th Circuit Court’s General Trial and Friend of the Court Divisions must provide legal counsel to indigent parties facing contempt charges in certain matters; and

WHEREAS, historically, the Circuit Court has maintained a roster that identifies attorneys who are available to provide legal representation and compensates them on a voucher basis; and

WHEREAS, at this time, the roster has been depleted as the majority of attorneys who provided legal services have since taken positions that offer consistent work and known compensation elsewhere; and

WHEREAS, the Circuit Court’s General Trial and Friend of the Court Divisions, to ensure legal counsel is available and to provide fair compensation, seek to enter into a contract with individual attorneys; and

WHEREAS, the attorneys are selected by the judiciary based on meeting qualifications including good standing with the State Bar of Michigan, familiarity with relevant law, and the ability to provide sound representation for their clients; and

WHEREAS, Attorney Reid S. Felsing currently provides such representation for the General Trial and Friend of the Court Divisions; and

WHEREAS, if authorized, the Circuit Court would compensate Attorney Reid S. Felsing for providing legal representation for indigent parties in Personal Protection Order contempt cases, Emergency Risk Protection Order contempt cases and certain Friend of the Court contempt matters, effective January 1, 2024 through December 31, 2024 in the amount of \$14,000 per year, with \$9,000 of the total paid by the General Trial Division and the remaining \$5,000 paid by the Friend of the Court; and

WHEREAS, if authorized, the Circuit Court General Trial Division would compensate Attorney Reid S. Felsing a \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing; and

WHEREAS, the 2024 General Trial and Friend of the Court Division budgets approved by the Board of Commissioners are sufficient to fund such a contract.



THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Circuit Court to enter into a contract with Attorney Reid S. Felsing to provide representation of indigent parties for Personal Protection Order contempt cases, Emergency Risk Protection Order contempt cases, and certain Friend of the Court contempt matters, in the amount of \$14,000 per year and an additional \$250 flat rate to handle an entire contempt proceeding from initial consultation to final conclusion of an ERPO contempt hearing for an initial period effective January 1, 2024 through December 31, 2024 followed by two, one (1) year renewal periods not to exceed December 31, 2026.

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

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Pawar, Schafer  
**Nays:** None **Absent:** Johnson **Approved 11/30/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AGREEMENT WITH EQUIVANT TO BE IN  
COMPLIANCE WITH MCL 712A.18t**

**RESOLUTION #23 –**

WHEREAS, Public Act 361 of 2020 amends MCL 712A.18t to automatically set aside all but certain ineligible offense two years after termination of court supervision or when the juvenile turns 18 years of age, whichever occurs later; and

WHEREAS, there are no limitations on the number of offenses that can be set aside; and

WHEREAS, courts are required to notify the arresting law enforcement agency and the Michigan State Police upon the setting aside of an adjudication; and

WHEREAS, for the past two decades, the Circuit Court has used Equivant Courtview as their Case Management System; and

WHEREAS, Equivant Courtview has provided a quote to automate the Case Management System to be in compliance with MCL 712.18t; and

WHEREAS, funds are available to support this project in the Juvenile Justice Millage fund balance 26466400.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into an agreement with Equivant Courtview to automate the Case Management System to be in compliance with MCL 712A.18t at a cost not to exceed \$18,232.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the Juvenile Justice Millage fund balance to the 2024 Juvenile Division budget.

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/30/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE INGHAM COUNTY PROBATE COURT CONTRACT RENEWAL  
WITH THOMSON REUTERS REGARDING PRINT LEGAL BOOKS**

**RESOLUTION #23 –**

WHEREAS, pursuant to Resolution #20-583, the Ingham County Probate Court and Ingham County have a contract with Thomson Reuters for print legal books; and

WHEREAS, the contract is scheduled to expire after December 31, 2023; and

WHEREAS, the Court desires to renew the contract for a five-year term of January 1, 2024 through December 31, 2028; and

WHEREAS, the Court has secured a favorable quote to renew the contract at a monthly rate of \$206.39 in 2024 with a 4% year over year increase; and

WHEREAS, the Court has funds budgeted for contract renewal in its 2024 Budget, which was approved by the Ingham County Board of Commissioners; and

WHEREAS, the Court would request funding for this contract for the 2025-2028 budget years; and

WHEREAS, the Court recommends that the Ingham County Board of Commissioners approve a 5-year contract with Thomson Reuters for the purposes stated above in an amount not to exceed \$13,500 for the entire contract term (2024-2028).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Thomson Reuters for print legal books for a term of January 1, 2024 through December 31, 2028 in an amount not to exceed \$13,500 for the entire term to be paid from the Law Library Fund (line item 269-13100-782000).

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.

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/30/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH  
IT TAKES A VILLAGE, LLC FOR RESTORATIVE JUSTICE PROGRAMMING**

**RESOLUTION #23 –**

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

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

WHEREAS, the following provider has been selected after a Purchasing Department Request for Proposal response review to provide Restorative Justice Program in the Ingham County Correctional Facility:

Restorative Justice Program provided It Takes a Village, LLC  
Greta McHaney-Trice: [mchaneyt@yahoo.com](mailto:mchaneyt@yahoo.com) (517) 974-7772  
County vendor # 42500

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year (3) contract not to exceed \$26,000/year with It Takes a Village, LLC for these services for the period of January 1, 2024 through December 31, 2026.

BE IT FURTHER RESOLVED, that the contract will automatically renew for two (2) one-year extensions if desired by the county and agreed upon by the vendor.

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

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/30/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH  
LIFE LAUNCH INSTITUTE, LLC FOR PARENTING PROGRAM**

**RESOLUTION #23 –**

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

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

WHEREAS, the following provider has been selected after a Purchasing Department Request for Proposal response review to provide Parenting Program in the Ingham County Correctional Facility:

Parenting Program provided by Life Launch Institute, LLC  
Lori Haney: [lorihaney.lli@gmail.com](mailto:lorihaney.lli@gmail.com) (619) 726-5257  
County vendor # 44451

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year (3) contract not to exceed \$25,000/year with Life Launch Institute, LLC for these services for the period of January 1, 2024 through December 31, 2026.

BE IT FURTHER RESOLVED, that the contract will automatically renew for two (2) one-year extensions if desired by the county and agreed upon by the vendor.

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

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

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer  
**Nays:** None **Absent:** None **Approved 11/30/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ISSUE A REQUEST FOR PROPOSALS TO CREATE AN  
ANNUAL REPORT ON CRIMINAL JUSTICE DATA FOR INGHAM COUNTY**

**RESOLUTION #23 –**

WHEREAS, the Ingham County Board of Commissioners created the Racial Equity Taskforce for the purpose of making recommendations to the County Board on policies that will promote racial equity in Ingham County; and

WHEREAS, the Racial Equity Taskforce has made, as one of its key goals, addressing disparities in the criminal justice system; and

WHEREAS, the Racial Equity Taskforce has recommended changes to promote transparency and public awareness of prosecutorial and sentencing decisions categorized by demographic data such as race, gender, age and income levels; and

WHEREAS, collection of such data will increase awareness of latent biases that could be causing inequity in the justice system and potentially cause a reexamination of practices in the criminal justice system.

THEREFORE BE IT RESOLVED, that Ingham County will work with Ingham County Courts on a proposal for third-party entities to create and operate a criminal justice monitoring system that will cover district and circuit courts operating in Ingham County and track prosecution and sentencing outcomes based on defendant demographic data.

BE IT FURTHER RESOLVED, that the successful bidder will release a report no less than annually describing the data collected both in aggregate and individually for each judge and prosecutor in Ingham County.

BE IT FURTHER RESOLVED, that the data tracking will be prospective and only cover sentencing and prosecutorial data subsequent to the implementation of the program.

**LAW & COURTS: Yeas:** Polsdofer, Lawrence, Celentino, Trubac, Cahill, Pawar  
**Nays:** Schafer **Absent:** Johnson **Approved 11/30/2023**

**HUMAN SERVICES: Yeas:** Tennis, Cahill, Morgan, Ruest, Pawar  
**Nays:** Schafer **Absent:** Trubac **Approved 12/04/2023**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Peña, Johnson, Maiville  
**Nays:** None **Absent:** Sebolt, Polsdofer **Approved 12/06/2023**