

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>

MARCH 28, 2023

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **MARCH 14, 2023**
- VI. **ADDITIONS** TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. A RESOLUTION FROM THE **IRON COUNTY** BOARD OF COMMISSIONERS AFFIRMING SUPPORT OF ALL CONSTITUTIONAL RIGHTS, INCLUDING, BUT NOT LIMITED TO, THE RIGHT OF THE PEOPLE TO BEAR ARMS AND TO ADEQUATELY FUNDING MENTAL HEALTH SERVICES
 2. A RESOLUTION FROM THE **KALKASKA COUNTY** BOARD OF COMMISSIONERS TO INSTRUCT OUR REPRESENTATIVES TO OPPOSE ALL FIREARMS CONTROL LEGISLATION
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 3. BOARD OF COMMISSIONERS – RESOLUTION APPOINTING A COMMITTEE TO SELECT AN INGHAM COUNTY **EQUALIZATION DIRECTOR**
 4. COUNTY SERVICES COMMITTEE – RESOLUTION TO AMEND THE **OCCUPATIONAL ILLNESS AND INJURY REPORTING POLICY**
 5. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE AND CERTIFY THE INGHAM COUNTY 2022 PUBLIC **ROAD MILEAGE** CERTIFICATION
 6. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING **DONALD P. “DONNY” DRUMM**

7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AGREEMENTS WITH [MERIDIAN AND VEVAY TOWNSHIPS](#) FOR THE 2023 LOCAL ROAD PROGRAM
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION OF SUPPORT FOR THE LOCAL [BRIDGE PROGRAM FUNDING APPLICATIONS](#) FOR FISCAL YEAR 2026
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND AN ENGINEERING DESIGN SERVICES CONTRACT WITH [BERGMANN](#) FOR THE LAKE LANSING ROAD PROJECT FROM ABBOT ROAD TO HAGADORN ROAD
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE AN ADDITIONAL \$1,000,000 IN [HOUSING TRUST FUND FUNDS](#) AND UP TO \$500,000 FROM THE ELDER SERVICES MILLAGE FUND BALANCE TO ELIGIBLE EXPENSES THAT EXPAND AND STREAMLINE THE HOMEOWNER REHABILITATION PROGRAM ADMINISTERED BY CAPITAL AREA HOUSING PARTNERSHIP AND CAPITAL AREA COMMUNITY SERVICES
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [RED GUARD](#) FIRE AND SECURITY TO REPLACE THE FIRE PANEL AT THE HILLIARD BUILDING
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE AN AGREEMENT WITH THE [PEA GROUP](#) FOR MONTGOMERY DRAIN ENGINEERING REVIEW
13. HUMAN SERVICES COMMITTEE – RESOLUTION MAKING AN [APPOINTMENT](#) TO THE POTTER PARK ZOO BOARD
14. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AND APPROVE A [RECLASSIFICATION](#) OF ONE MEDICAL DIRECTOR IN THE HEALTH DEPARTMENT TO THE POSITION OF MEDICAL HEALTH OFFICER
15. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR [BURCHFIELD](#) – RIVERBEND NATURAL AREA
16. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT FY2023 [CHILD AND ADOLESCENT](#) HEALTH CENTER PLANNING FUNDS
17. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [CAMERON LEADERSHIP CONSULTING, LLC](#)
18. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [TCB CONSULTING, LLC](#)
19. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [DU-ALL CLEANING INC.](#) FOR CLEANING SERVICES AT THE INGHAM COUNTY FAIRGROUNDS

20. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [NOISE NEW MEDIA, LLC](#) FOR ADVERTISING SERVICES FOR THE INGHAM COUNTY FAIRGROUNDS

21. LAW & COURTS COMMITTEE – RESOLUTION TO AUTHORIZE ACCEPTANCE AND ADOPTION OF THE 2023 TRI-COUNTY [HAZARD MITIGATION PLAN](#) UPDATE

22. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE PURCHASE OF A 2023 [FORD EXPLORER](#) FOR THE SHERIFF’S OFFICE

XII. SPECIAL ORDERS OF THE DAY

XIII. PUBLIC COMMENT

XIV. COMMISSIONER ANNOUNCEMENTS

XV. CONSIDERATION AND ALLOWANCE OF CLAIMS

XVI. ADJOURN

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

MARCH 14, 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>

March 14, 2023

CALL TO ORDER

Vice-Chairperson Trubac called the March 14, 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, Schafer, and Trubac.

Members Absent: Tennis, Ruest, and Sebolt.

A quorum was present.

PLEDGE OF ALLEGIANCE

Vice-Chairperson Trubac asked Teri Morton, Ingham County Deputy Controller, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Vice-Chairperson Trubac asked those present for a moment of silence, prayer, and meditation.

APPROVAL OF THE MINUTES

Commissioner Grebner moved to approve the minutes of the February 28, 2023 meeting. Commissioner Pawar supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

ADDITIONS TO THE AGENDA

Vice-Chairperson Trubac stated without objection, the follow substitute resolution would be added:

24. RESOLUTION TO AUTHORIZE A CONTRACT WITH BARYAMES FOR DRY CLEANING, LAUNDERING, AND GARMENT REPAIR FOR CLOTHING OR UNIFORMS ISSUED TO SHERIFF'S OFFICE EMPLOYEES

Vice-Chairperson Trubac stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

RESOLUTION HONORING TERESA MORTON

Commissioner Peña moved to consider the resolution. Commissioner Grebner supported the motion.

MARCH 14, 2023 REGULAR MEETING

The motion to consider the resolution carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

Vice-Chairperson Trubac stated the resolution would be added as Agenda Item 27.

RECOMMENDATIONS FROM THE FOIA APPEALS COMMITTEE

Commissioner Maiville stated, ahead of the FOIA Committee meeting held on Friday, March 10, 2023, the Gary Lieberman and Jacob Belloli FOIA appeal had been withdrawn. He further stated the FOIA Committee had only acted on the Detroit News appeal.

Commissioner Maiville stated there was very good discussion and suspected there might be some updates from Detroit News. He further stated they had expected the Federal Bureau of Investigation (FBI), Michigan State Police, or Michigan State University Police to be present at the meeting, but they were not.

Commissioner Maiville stated there was an email from Elizabeth LeBlanc to amend their request to only include calls placed between 8:00 p.m. and 9:00 p.m. on February 13, 2023.

Commissioner Maiville moved to grant the appeal of FOIA request as amended March 10, 2023 in part and deny in part. The denial on the basis of the exemptions for investigating records as set forth in MCL 15.243(1)(B)(I) and (III) is reversed, but the exemption for individual privacy under MCL 15.243(1)(A) is upheld.

Commissioner Grebner supported the motion.

Commissioner Morgan stated that he wanted to explain, in plain language, the legislative intent of the FOIA Appeals Committee. He further stated the Ingham County 911 Center had initially denied the Detroit News' appeal citing an ongoing investigation and unwarranted invasion of privacy.

Commissioner Morgan stated the FOIA Appeals Committee was not swayed by the ongoing investigation argument, which was presented to the 911 Center by Michigan State University Police. He further stated that the Michigan State University Police was not present at the FOIA Appeals Committee meeting on March 10, 2023.

Commissioner Morgan stated the FBI was not concerned about releasing the audio from the 911 calls. He further stated the FOIA Appeals Committee recommended to the Board of Commissioners that the requested audio be granted to the Detroit News, minus any identifying personal information when it would warrant an unwarranted invasion of privacy.

Commissioner Grebner stated this was the right thing to do. He further stated he intended to explain further so there was direction for staff in the future.

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Commissioner Grebner stated that statute stated that if the release of information would jeopardize or interfere with law enforcement proceedings, the information could be exempt from disclosure. He further stated the statute did not state the words could, might or have a tendency to interfere.

Commissioner Grebner stated it was not enough to say the information released would interfere and a law enforcement agency would have to explain how it would interfere with proceedings. He further stated, in the future, he would expect a law enforcement agency to explain, in writing, how the release of information would jeopardize or hinder an investigation.

Commissioner Morgan thanked Commissioner Grebner for explaining that more eloquently than he could. He stated that, coincidentally, it was Sunshine Week and wished those present a Happy Sunshine Week.

The motion carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

PETITIONS AND COMMUNICATIONS

A FOIA APPEAL FORM TO APPEAL A DENIAL OF RECORDS FROM JACOB P BELLOLI. Vice-Chairperson Trubac stated that this appeal was withdrawn and would be placed it on file.

A RESOLUTION FROM THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS URGING REPAIR OF THE CORNWALL CREEK FLOODING DAM. Vice-Chairperson Trubac stated that this matter would be placed on file.

A RESOLUTION FROM THE CLINTON COUNTY BOARD OF COMMISSIONERS TO HONOR THE MICHIGAN ASSOCIATION OF COUNTIES ON ITS 125TH ANNIVERSARY. Vice-Chairperson Trubac stated that this matter would be placed on file.

AN EXCERPT FROM LEELANAU COUNTY BOARD OF COMMISSIONERS TUESDAY, FEBRUARY 21, 2023 MEETING MINUTES. Vice-Chairperson Trubac stated that 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 No. 27. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

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Those agenda items that were on the consent agenda were approved by unanimous roll call vote. Absent: Commissioners Tennis, Ruest, and Sebolt.

Items voted on separately are so noted in the minutes.

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**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING APPOINTMENTS TO THE WOMEN'S COMMISSION

RESOLUTION #23 – 095

WHEREAS, several vacancies exist on the Women's Commission; and

WHEREAS, the County Services Committee interviewed applicants interested in serving on this Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints:

Danielle McCann, 725 Hunting Meadows Dr, Mason, 48854
Tracey Wooden, 5640 Green Rd, Stockbridge, 49285

to the Women's Commission to terms expiring December 31, 2025.

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/07/2023**

Adopted as part of the consent agenda.

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**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE BUSINESS TRAVEL AND REIMBURSEMENT POLICY

RESOLUTION #23 – 096

WHEREAS, Ingham County Policy Review Committee was established to review existing policies and recommend new policies for Ingham County; and

WHEREAS, the Financial Services Department requested the Committee review suggested changes to the Business Travel and Reimbursement Policy; and

WHEREAS, the Committee reviewed and agreed with suggested changes, which included but were not limited to:

- Travel documentation and reporting
- Use of gender specific pronouns
- Clarification of per diem reimbursement rates.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the changes to the Business Travel and Reimbursement Policy suggested by the Financial Services Department and supported by the Policy Review Committee, which shall take effect upon approval of this resolution.

BE IT FURTHER RESOLVED, that this policy shall be applicable to all departments of Ingham County.

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/07/2023**

Adopted as part of the consent agenda.

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Business Travel and Reimbursement Policy

General Administrative,
Management and Operations
Policy No. 211

Business Travel and Reimbursement

Approved: October 5, 2010
Resolution No. 10-327

A. Introduction

This policy pertains to all employees, elected officials and Commissioners. Compliance with these regulations is the responsibility of the department head or elected official. Vouchers that appear to be in violation of this policy will be returned unpaid to the department with an explanation.

B. Local Travel

1. County employees and elected officials that use a privately-owned vehicle for County business may be reimbursed. The amount to be reimbursed will be in accordance with the Internal Revenue Service (IRS) Standard Mileage Rate Method. The Human Resources Department will notify department heads and elected officials of changes in the Standard Mileage Rate.
2. Department Heads and elected officials will designate employees' official work stations. This work station will be used in determining mileage reimbursement. No mileage will be allowed for travel between an employee's home and their official work station (commuting expenses). Examples to assist in calculating allowable travel expenses are presented in Appendix A.
3. Only mileage determined by IRS guidelines will be reimbursed. The charge should be supported by a listing of the addresses traveled in sufficient detail to justify the mileage claimed.
4. Charges for vehicle maintenance such as oil, antifreeze, towing, and other similar expenditures will not be allowed as reimbursable for privately owned cars are used.

C. Computation of Mileage

Mileage must be computed based on the shortest available route between the point of departure and the destination. A mileage grid showing distances between County facilities is provided in Appendix B. This grid may be used in place of actual odometer readings.

D. Fees

If an employee is required to have a motor vehicle available for County business purposes, a monthly parking allowance may be provided. The department head or elected official must

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Business Travel and Reimbursement Policy

request approval from the County Services Committee. If approved, a reimbursement will be provided monthly upon receipt of the parking charge in the amount specified in labor contracts or managerial compensation plan. Intermittent parking charges for meter, lots, etc., will be reimbursed monthly as incurred. Parking reimbursement requests should be included on the travel reimbursement requests. Meter parking should be identified on the reimbursement form as meter parking.

E. Parking or Traffic Violations

Under no condition will parking or traffic violation tickets be reimbursed. They are the full responsibility of the employee operating the vehicle.

F. Automobile Insurance

Employees who use their vehicles as a requirement of their job shall be reimbursed for automobile insurance as established by collective bargaining agreements and/or compensation plans. This payment will be made by December 15 of the contract year providing that prior to December 1 the employee shall submit proof of the additional automobile insurance and payment of same to the Human Resources Department.

G. Temporary Assignments

An employee temporarily working at another location that requires driving less distance than that from home to the regular work site and back will not be reimbursed for such travel in his or her own vehicle, but, if the temporary work assignment requires driving more distance than normal, the employee will be reimbursed for the difference in miles driven.

H. Use of County-Owned Vehicle

An employee using a County-owned vehicle on County business shall be reimbursed for gasoline and other operating expenses incurred while using the vehicle. The employee must provide receipts for the expenses and submit with the travel reimbursement request.

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Business Travel and Reimbursement Policy

I. Meal Allowance

Meal reimbursement calculations are provided in Section N.9.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015

J. Travel Reimbursement

1. All travel expense claims must be itemized, signed, and submitted on a Travel Expense Voucher form. Failure to use the Travel Expense Voucher form could delay the processing reimbursement. Employees should keep documentation of receipts and expenditures submit with Travel Expense Form.
2. Expense reports should be submitted monthly and are due within 10 working days after the fiscal year ends.
3. Supporting receipts must be attached for all items of expense, unless exempt by these regulations. Conference agendas/itineraries should be included, where applicable.
4. All items on the travel voucher should appear in chronological order and all expenses for the period must be included.
5. Each day's expense shall be shown separately and totaled.
6. The certification on each voucher must be attested to by the signature of the employee. An authorized agent may not approve his or her own voucher.

K. Several People Attending the Same Out of Town Event

It is strongly recommended that if several people are attending the same out-of-town event that they travel together to reduce costs. This recommendation applies to employees within the same Department or from different Departments.

L. Overnight Travel

1. General. County representatives traveling on official business are expected to exercise the same care incurring expenses that a prudent person would exercise if traveling on personal business. Compliance with these regulations is the responsibility of the department head or elected official. The Controller/Administrator and the Financial Services Department will refuse to pay any travel vouchers that appear to violate the intent of these regulations.
2. Authorization. All travel must be authorized and approved by the department head, elected official or their designated representative. No designated representative may approve their own vouchers. The Ingham County Board of Commissioners encourages County employees and County-wide elected officials to participate in professional self-improvement and continuing education efforts, and to seek out innovative and cost-

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Business Travel and Reimbursement Policy

effective programs and technologies for potential utilization in Ingham County. Department heads, elected officials and the presiding judges of the various courts may authorize the expenditure of budgeted funds for professional development of County employees, and to seek innovative programs and technologies for use in Ingham County. No out-of-state travel will be authorized without approval of the Controller/Administrator and the Chairperson of the Board of Commissioners.

Any travel needed as part of an employees' essential job duty (such as transporting a prisoner or escorting a child for out-of-state placement) is not subject to this requirement.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2019, Resolution 19-540, Effective December 11, 2019

M. Travel Arrangements.

1. General. The County will be liable for the employee's travel expense and the direct billing for the County will be for the employee only. These provisions will apply only to traveling employees and will not apply to air travel required for other functions such as witnesses required by the Prosecuting Attorney.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015; -- Amended 2019, Resolution 19-540, Effective December 11, 2019

2. Air Travel. The policy of Ingham County is that airline travel by County employees on official business will, whenever financially prudent, originate from the Capital Region International Airport (CRIA). If a flight out of a neighboring airport can be found at a materially lower rate, the flight may be booked from that airport. If the CRIA flight exceeds the cost of a flight from a neighboring airport by more than \$200 for an individual or \$400 for a group, the flight may be booked from the neighboring airport. The \$200 or \$400 difference is for the inclusive cost of the flight including mileage and parking.

The use of commercial airlines is permitted when it is to the advantage of the County as measured by both comparative travel costs and the time of the traveler. Travelers should purchase the least expensive accommodations available on any one flight with approval of the Department Head. Persons choosing to use first class transportation when economy class is available. The employee will be responsible for the additional cost of first class accommodations. First class fare will be allowable only when a ticket agency certifies that less expensive accommodations are not available. Such certification must accompany the reimbursement voucher.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015; -- Amended 2015, Resolution 15-276, Effective July 28, 2015; -- Amended 2019, Resolution 19-540, Effective December 11, 2019

3. Round-Trip Tickets. Round-trip tickets will be secured whenever economical and practicable.
4. Changes. Once an airline ticket or hotel room has been booked, it can only be changed with Department Head's approval. If the change is the result of an employee's personal

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non-emergency issue (such as having to attend a child's social event), the employee will be responsible for any additional cost incurred by the County. If a disagreement occurs, the County Controller/Administrator will determine if the change was the result of an emergency.

5. Insurance. Insurance coverage for persons traveling by common carrier is not allowable as a reimbursable expense.
6. Transportation by Private Owned Car. Employees or commissioners, who elect to drive a privately- owned car will be reimbursed at rates established in labor contracts or as provided by Board resolutions. Reimbursement for out-of-state travel by a privately-owned car (mileage plus lodging, per diem, and toll charges) is limited to the cost associated with economy class air fare.

An employee using a County owned vehicle on County business is reimbursed for gasoline and other operating expense incurred while using the vehicle. Appropriate documentation for all such expenses must be submitted with the travel reimbursement form.

7. Computation of Mileage. Mileage must be computed based on the shortest available route between the point of departure and the destination, plus road and bridge tolls. The per diem allowance will be limited to the number of days required to complete the travel at that rate. Documentation is required for toll roads and bridges and the like.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2019, Resolution 19-540, Effective December 11, 2019

8. Rental Cars. A car may be rented at a conference site with prior approval of the department head. Only the cost for a compact vehicle will be reimbursed. The cost for any upgrade from a compact vehicle will be the responsibility of the employee. There is no need to purchase insurance when renting a vehicle since it is covered under the County's insurance policy. Reimbursement for a rental vehicle precludes any reimbursement for local travel costs at the conference site.
9. Meal Reimbursement. The cost of meals while traveling is an allowable expense. If a meal is provided at the hotel or as part of the conference, no additional amount will be allowed. The actual cost of any meal will be reimbursed up to the cost of the U.S. General Services Administration Meals and Incidental Expense (M&IE) rate posted on the GSA Web page (<https://www.gsa.gov/travel/plan-book/per-diem-rates>) Incidental Expenses are included in the M&IE rate and will not be reimbursed separately. Meal receipts are not required when using the M&IE rate.

The table below is to be used on the first day of travel, the last day of travel, OR when travel occurs in a single day.

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<u>Departure Time</u>	<u>Return Time</u>	<u>Maximum Allowance</u>
Before 8:00 a.m.	After 6:00 p.m.	100%
After 8:00 a.m.	After 6:00 p.m.	80%
Before 8:00 a.m.	Before 5:00 p.m.	50%
After 8:00 a.m.	Before 5:00 p.m.	30%
Before 12:00 Noon	Before 12:00 Noon	0%
After 12:00 Noon	After 12:00 Noon	0%

The cost for any additional activities provided outside the conference will not be allowed.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2019, Resolution 19-540, Effective December 11, 2019

10. Documentation. Receipts are required for all other transactions in excess of \$25.00 claimed on the travel voucher as reimbursable items.
11. Foreign Travel. Travel expenses incurred while traveling in a foreign country will be reimbursed at the rate charged by the employee's credit card or the published exchange rate at the time of the expenditure. A copy of the credit card statement or an exchange rate table from any financial publication should be provided to support the rate claimed. Daily and weekly exchange rate data is also available on the Federal Reserve Board website.
12. Lodging Charges Hotel and use taxes, applicable to lodging charges are reimbursable. This does not include State of Michigan Sales Tax. Receipts for lodging expenses are required. Any change in hotel location during continuous occupancy by an employee must be explained on the voucher. Reimbursement for hotel or motel room expense will be made for a standard single room. Any cost for the upgrade of a room will be the responsibility of the employee.
13. Lodging Charges for Multiple Occupancy. When a County employee in travel status shares hotel or other lodging with other County employees, reimbursement to the traveler will be as follows:
 - a. If hotel or other lodging is shared with a person other than a County employee, reimbursement to the County employees will be at the single rate. Documentation supporting the single rate must be available.
 - b. If hotel or other lodging is shared with two or more County employees or Commissioners and they all occupy the same room, reimbursement to the County employee or Commissioner will be based on the amount paid.
14. Guidelines. The following rules are established as guides for the employee and the approving officials:
 - a. It is expected that expenses incidental to official County travel will be held to the minimum amount required for essential and efficient conduct of County business.

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The department head, elected official or their authorized representative approving the travel voucher will be held responsible in their approval for all items of expense as being necessary and correct.

- b. Expenditures for hospitality expenses and/or alcoholic beverages will not be reimbursed under any circumstances.
- c. When travel expense vouchers are supported by receipts that show signs of erasures or alterations, reimbursement shall be denied.
- d. No employee shall travel as the guest of any current or potential private (non-grantor) vendor who could reasonably be expected to offer service to the County in the future unless authorized by the Department's Liaison Committee.
- e. Employees may take annual leave during a tour of travel with approval of the department head or elected official, provided, that in no case shall travel expenses be allowed while in annual leave status. Whenever an employee in travel status becomes incapacitated due to illness or injury certified by a licensed physician that is allowable as sick leave, he may continue in travel status for a period not to exceed seven calendar days at rates not to exceed meal per diems and lodging charges as provided in these regulations.
- f. An employee will be considered to be in travel status on non-work days unless the employee can return to their official work station or home prior to a non-work day. Employees may be entitled to compensation for work performed on non-workdays pursuant to applicable collective bargaining agreements. Every effort should be made to find an alternative to paying the employee overtime for traveling or attending a conference during a non-workday.
- g. Enrollment or registration fees for approved conventions and meetings of associations or organizations are allowable for employees attending as official representatives of Ingham County. Advance registration is preferred. Receipts must be attached for reimbursement.

N. Accounting for Travel Advances and Advances for Travel

1. Requisition for Travel Advance. Departments are authorized to make travel advances for specific trips of employees and Commissioners traveling on County business, subject to approval by the County Controller/Administrator. Requests for such advances should be made at least ten days prior to departure, but no more than 30 days before departure. An employee or Commissioner taking a trip with the appropriate prior approval, which would involve personal cash outlay for travel expenses, shall furnish the Controller/Administrator a statement setting forth the purpose of the trip, expected travel period, method of transportation, itinerary, and an estimate of cash outlay for travel showing individually the estimated costs to be borne by the County.

Travel advances will not be issued for less than \$50.00. Such de minimis expenditures will be reimbursed on a standard Travel Expense Voucher.

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2. Issuing Advances. The official or employee shall request a travel advance by submitting a travel advance form. The preparer must retain a copy of the form. Receipt of a travel advance is conditional upon agreement to a payroll deduction to settle any unsubstantiated expenses (See Failure to Comply, below). Financial Services shall issue travel advances to employees with the concurrence of the employee's department head.
3. Travel Advance Settlement: A travel advance should be settled within five working days subsequent to the final date of expenses listed on the travel advance form. Actual expenditures shall be reconciled to the amount of advances on the copy of the travel advance form. This completed and signed form shall be submitted to Financial Services along with any required documentation.

A check must be submitted to the Ingham County Treasurer for any excess travel advance.
4. Failure to Comply: IRS regulations require substantiation of expenses and the return of any excess travel advance within a reasonable period of time (60 days). Any portion of a travel advance not settled within 60 days shall be recovered through payroll deductions.
5. Travel Reimbursements: Overnight travel expenses incurred without benefit of a travel advance will be reimbursed on a travel voucher. Such reimbursement claims will be prepared and submitted on the standard Travel Expense Voucher, itemized and stated by these regulations.

O. Use of County-Owned Vehicles

1. This policy covers and applies to all official's and employee's use of any vehicle owned by Ingham County, except that this policy may be considered modified, but only to the extent that provisions of a collective bargaining agreement expressly provide for vehicle use in a manner inconsistent with this policy.
2. All vehicles acquired by Ingham County are for the use and purpose of County business only, and all officials and employees of the County operating vehicles are subject to and required to adhere to the terms of this policy
3. Except as otherwise specifically provided in this policy, no official and no employee may use a County-owned vehicle for personal use. County-owned vehicles shall be used for County business.
4. County employees may use County-owned vehicles for commuting to and from employment only if specifically required to do so for the purposes of on-call duty, or if specifically authorized by the employee's department head or elected official, as being necessary and in the best interest of the County. Except as permitted herein, there shall be no commuting with County-owned vehicles and there shall be no other personal use of County-owned vehicles by County employees. Employees shall report in writing bi-weekly the number of "commuting days" to the employee's department head or elected

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Business Travel and Reimbursement Policy

official.

P. Other Reimbursement

1. Miscellaneous Expenditures: County funds may be expended for supplies to the extent that such supplies are consumed by the general public or used in the conduct of normal business. Whenever possible, supplies should be billed to Ingham County by the vendor. If direct billing is not possible, an employee may be reimbursed for such expenses.
2. Charges not Reimbursable: In general, the County is not liable for any loss or damage to an employee's property.
3. Sales Tax: As a governmental entity, Ingham County is not subject to state sales tax. Sales tax should not be paid on any item purchased for the exclusive use of Ingham County. Ingham County's tax-exempt number is 38-6005629. An exemption certificate is available from the Purchasing Department, if required.
4. Registration Fees: Enrollment or registration fees for approved conventions and meetings of associations or organizations are allowable for employees attending as official representatives of the County. Documentation must be attached.
5. Retiree Recognition Policy: County funds may be utilized to recognize and honor retirees to a maximum of \$75.00 for employees who have a minimum of ten years and \$150.00 for employees who have a minimum of 25 years. A completed Retiree Recognition Expense Form is required to be submitted with the invoice for payment. This amount must be used to purchase an actual gift or fund a party. Gifts of cash or gift cards are not allowed.
6. Guests: The cost of guest meals is allowable when incurred by department heads only if it can be shown that such cost was incidental and necessary to the conduct of official County business. In no cases will the amount allowed be in excess of the maximum established in these regulations. Full explanation must be given on the voucher, including the name of the guest. Tips are limited to 20%.
7. Food and Beverages for Meetings: Food and beverages purchased for staff meetings and staff lunches are not an allowable expense. Only meetings which include community members, vendors or other outside parties will be allowed to serve food and beverages at the County's expense.
8. Rental of Rooms: Expenses for rental of special rooms for meetings will be approved only when County owned facilities are not available. Approval from the Controller/Administrator is required. Receipts are required.
9. Dues and Subscriptions: Professional dues and subscriptions will only be allowable expenses if they are required for an employee's essential job duty or are necessary to provide a Department's primary service.

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10. Documentation and Processing: All requests for reimbursement must have adequate documentation. Employees are encouraged to order items with per unit cost of \$100 or more through the Purchasing Department. A purchase order should be issued to the vendor for such purchases.

An employee may request reimbursement by including the expense on a standard Travel Expense Voucher with their mileage (NOTE: The correct charging distribution number should be indicated.) Alternately, a reimbursement voucher may be submitted. The voucher should be made payable to the employee. The description should read "employee reimbursement" and should also indicate the employee's department.

11. Enforcement: The Director of Financial Services has the authority to reject any expenditure which they believe is not in accordance with this policy. Any employee disagreeing with this decision can appeal the decision to the County Controller/Administrator.

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Business Travel and Reimbursement Policy

APPENDIX A TRAVEL SCENARIOS

Following are examples to assist in calculating allowable travel expenses:

EXAMPLE 1

One staff person lives in Mason.

Are they entitled to mileage from their home in Mason to the Mason Courthouse (which is not her assigned location) or are they entitled to mileage from the VMC (where they did not report but is their assigned location) to the Mason Courthouse?

If they are going to mason for the entire day, they would not be entitled to any mileage since it is closer than their typical commuting miles. But, if they drove to Lansing at 8:00 and then needed to go to Mason for a two-hour 11:00 a.m. meeting and then returns to Lansing for the rest of the day, they would be entitled to the mileage from Lansing to Mason and back to Lansing.

EXAMPLE 2

If this staff person reports from their home in Mason to the Mason Courthouse in the morning and then reports to the VMC location in the afternoon, are they entitled to mileage from the Mason Courthouse to the VMC building?

They would not be entitled to any mileage since they are not traveling any farther than they would on a typical day.

EXAMPLE 3

One staff person lives in Lansing.

Are they entitled to mileage from their home in Lansing to the Mason Courthouse (when they reported directly to the Mason location instead of their assigned location of VMC) or are they entitled to mileage from the VMC to the Mason location?

They would be entitled to the difference between ~~her~~ their normal commute and the commute to Mason. If they live five miles from downtown but needs to drive 20 miles to Mason instead, they would be entitled to reimbursement for 15 miles driven.

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EXAMPLE 4

If this staff person reports from their home in Lansing to the Mason Courthouse in the morning and then reports to the VMC location in the afternoon their entitled to mileage from the Mason Courthouse to the VMC building?

Same as Example 3

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APPENDIX B MILEAGE TABLES

	County Attorney	Road Department	Drain Commissioner / Animal Control / District Court / Sheriff's Office	Medical Care Facility / Housing Commission	Grady Porter Building / Veteran's Memorial	Hilliard Building/ Courthouse	Human Services Building	Ingham County Family Center (Ingham Academy)	Potter Park Zoo
County Attorney	--	15	14	14	1	16	5	4	3
Road Department	15	---	1	10	14	1	9	11	13
Drain Commissioner / Animal Control / District Court / Sheriff's Office	14	1	---	11	14	1	9	10.5	12.5
Medical Care Facility / Housing Commission	14	10	11	---	12	9	8	10	11
Grady Porter Building / Veteran's Memorial Courthouse	1	14	14	12	---	15	3	3	2
Hilliard Building/ Courthouse	15	1	1	9	15	---	9	12	14
Human Services Building	5	9	9	8	3	9	---	2.5	3
Ingham County Family Center (Ingham Academy)	4	11	10.5	10	3	12	2.5	---	3
Potter Park Zoo	3	13	12.5	11	2	14	3	3	---

Animal Control.....600 Curtis, Mason
County Attorney.....601 N. Capitol, Lansing
55th District Court.....700 Buhl, Mason
Drain Commissioner707 Buhl, Mason
Health Center – Sparrow.....1322 E. Michigan, Lansing
Health Center–St. Lawrence 1100 W. Saginaw, Lansing
Grady Porter Building303 W. Kalamazoo, Lansing
Hilliard Building121 E. Maple, Mason
Human Services Building5303 S. Cedar, Lansing

Housing Commission3882 Dobie Road, Okemos
County Courthouse.....341 S. Jefferson, Mason
Family Center (Academy)1601 W. Holmes Road, Lansing
Medical Care Facility3860 Dobie Road, Okemos
Potter Park Zoo.....1301 S. Pennsylvania, Lansing
Road Department.....301 Bush, Mason
Sheriff's Office.....630 N. Cedar, Mason
Veteran's Mem Courthouse313 W. Kalamazoo, Lansing

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	Human Services Building	Healthy Smiles Dental Clinic	Otto Community Health Services	Well-Child Health Center	Willow Teen Health Services	Health management Plan	St. Lawrence Health Center	Sparrow Health Center	Ingham County Jail
Human Services Building	—	2	5	3	5	0.5	5	4.5	8
Healthy Smiles Dental Clinic	2	—	4	1	4	2.5	4	2.5	11.5
Otto Community Health Clinic	5	2	—	4	1.5	6	2	2.5	15
Well-Child Health Center	3	1	4	—	3	3	3.5	3	13
Willow Teen Health Services	5	4	1.5	3	—	5.5	1	2	14.5
Health Plan Management	0.5	2.5	6	3	5.5	—	5.5	4.5	8
St. Lawrence Health Center	5	4	2	3.5	1	5.5	—	2	14.5
Sparrow Health Center	4.5	2.5	2.5	3	2	4.5	2	—	13
Ingham County Jail	8	11.5	15	13	14.5	8	14.5	13	—

Health Plan Management 5656 S. Cedar, Lansing
 Healthy Smiles Dental Cl..... 2815 S. Pennsylvania, Lnsng.
 Jail Medical -Sheriff's Ofc... 630 N. Cedar, Mason
 Health Center - Otto 500 E. Thomas, Lansing

Health Center—St. Lawrence..... 1100 W. Saginaw, Lansing
 Health Center – Sparrow 1322 E. Michigan, Lansing
 Health Center -- Well Child 901 E. Mount Hope, Lansing
 Willow Teen Health Services .. 306 W. Willow, Lansing

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Business Travel and Reimbursement Policy

	Human Services Building	Healthy Smiles Dental Clinic	Otto Community Health Services	Well-Child Health Center	Willow Teen Health Services	Health management Plan	St. Lawrence Health Center	Sparrow Health Center	Ingham County Jail
Human Services Building	—	2	5	3	5	0.5	5	4.5	8
Healthy Smiles Dental Clinic	2	—	4	1	4	2.5	4	2.5	11.5
Otto Community Health Clinic	5	2	—	4	1.5	6	2	2.5	15
Well-Child Health Center	3	1	4	—	3	3	3.5	3	13
Willow Teen Health Services	5	4	1.5	3	—	5.5	1	2	14.5
Health Plan Management	0.5	2.5	6	3	5.5	—	5.5	4.5	8
St. Lawrence Health Center	5	4	2	3.5	1	5.5	—	2	14.5
Sparrow Health Center	4.5	2.5	2.5	3	2	4.5	2	—	13
Ingham County Jail	8	11.5	15	13	14.5	8	14.5	13	—

Health Plan Management 5656 S. Cedar, Lansing
 Healthy Smiles Dental Cl..... 2815 S. Pennsylvania, Lnsng.
 Jail Medical -Sheriff's Ofc... 630 N. Cedar, Mason
 Health Center - Otto 500 E. Thomas, Lansing

Health Center—St. Lawrence..... 1100 W. Saginaw, Lansing
 Health Center – Sparrow 1322 E. Michigan, Lansing
 Health Center -- Well Child 901 E. Mount Hope, Lansing
 Willow Teen Health Services .. 306 W. Willow, Lansing

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	Baldwin Park	Burchfield / Riverbend	Hawk Island	Parks Department	Lake Lansing North	Lake Lansing South	Rayner Park	Potter Park Zoo
Baldwin Park	--	13	21	16	37	36	15	21
Burchfield / Riverbend	13	--	9	9	25	23	10	10
Hawk Island	21	9	---	10	12	10	11	2
Parks Department	16	9	10	--	14	13	1	14
Lake Lansing North	37	25	12	14	---	2	18	10
Lake Lansing South	36	23	10	13	2	--	16	9
Rayner Park	15	10	10	2	18	16	---	13
Potter Park Zoo	21	10	2	14	10	9	13	---

Baldwin Park.....	4999 S. Onondaga, Onondaga	Lake Lansing North.....	6260 E. Lake Drive, Haslett
Burchfield / Riverbend.....	881 Grovenburg, Holt	Lake Lansing South.....	1621 Pike, Haslett
Hawk Island	1601 E. Cavanaugh, Lansing	Potter Park Zoo.....	1301 S. Pennsylvania, Lansing
Parks Department.....	121 E. Maple, Mason	Rayner Park	730 E. Ash, Mason

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RENEWAL OF TRAINING FROM WIZER

RESOLUTION #23 – 097

WHEREAS, Ingham County needs to continue to offer quality cybersecurity training to staff in order to foster a culture of security; and

WHEREAS, ongoing security training is important to ensure our entrusted data is safe and our systems are secure; and

WHEREAS, a subscription for a year of training available to Ingham County staff has been quoted at \$8,400 for a package that has been well received by County staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of training from Wizer in the amount not to exceed \$8,400.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Development and Training Fund #63695800-960080.

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 03/07/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 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 AS-NEEDED
GUARDRAIL CONSTRUCTION SERVICES FOR 2023-2024**

RESOLUTION #23 – 098

WHEREAS, the Road Department occasionally requires the installation or repair of guardrail throughout the County on an as-needed basis; and

WHEREAS, the Purchasing Department solicited bids per Request for Proposal #14-23 from Michigan Department of Transportation prequalified vendors to provide as-needed guardrail construction services for the 2023 and 2024 calendar years, with the option to extend the term for the 2025 and 2026 calendar years; and

WHEREAS, the responsive bid was evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of the Road Department staff, to award this contract to Action Traffic Maintenance; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2023 and 2024 calendar years.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bid and authorizes a purchase order with Action Traffic Maintenance, located at 5182 South Saginaw, Flint, Michigan 48507 for guardrail construction services on an as-needed, unit price basis for the 2023 and 2024 calendar years and according to their proposal response to the Request for Proposal #14-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Action Traffic Maintenance for guardrail construction services 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 03/07/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION OF
RESOLUTION #22-094 WITH BIT-MAT PRODUCTS OF MICHIGAN
FOR THE PURCHASE OF CRS-2M**

RESOLUTION #23 – 099

WHEREAS, in 2022, the Purchasing Department received bids for the Invitation to Bid #31-22 to provide emulsified asphalts to the Road Department; and

WHEREAS, the Board of Commissioners passed Resolution #22-094 authorizing the purchase of emulsified asphalts from multiple vendors for the 2022 calendar year; and

WHEREAS, the sole vendor providing the CRS-2M emulsified asphalt has offered to extend their 2022 unit price for the 2023 calendar year, with the potential for price reductions at the time of shipment; and

WHEREAS, the Road Department annually purchases approximately 800,000 gallons of CRS-2M for chip seal operations; and

WHEREAS, the extension offer was evaluated by the Purchasing Department and it is their recommendation, together with the concurrence of Road Department staff, to extend the pricing for CRS-2M through the 2023 season and purchase materials on an as-needed basis from Bit-Mat Products of Michigan; and

WHEREAS, the Road Department 2023 budget includes sufficient funds to purchase CRS-2M for chip seal operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the extension of Resolution #22-094 for the Road Department to purchase CRS-2M from Bit-Mat Products of Michigan located at PO Box 428, Ashley, Indiana 46705 on an as-needed, unit price basis for the 2023 calendar year, at the rates detailed in the attached letter and according to the terms detailed in the Invitation of Bid #31-22.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Bit-Mat Products of Michigan to purchase CRS-2M on an as-needed, unit price basis 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 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 03/07/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
HOT MIX ASPHALT MIXTURES**

RESOLUTION #23 – 100

WHEREAS, the Road Department annually purchases approximately 50,000 tons of hot mix asphalt for road maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released Invitation for Bid #54-23 and received competitive bid proposals for the purchase of hot mix asphalt with a trucking option for a period of one (1) year; and

WHEREAS, bids for Hot Mix Asphalt Mixtures 13A and 36A were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to execute purchase orders with Rieth-Riley Construction, Michigan Paving and Materials, and Capital Asphalt LLC; and

WHEREAS, the Road Department 2023 budget includes sufficient funds to cover the cost associated with the purchase of hot mix asphalt.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes purchase orders with the following:

Rieth-Riley Construction located at 4150 South Creyts Road, Lansing, Michigan 48917

Michigan Paving and Materials located at 1600 North Elm Street, Jackson, Michigan 49202

Capital Asphalt LLC located at 3888 South Canal Road, Lansing, Michigan 48917

for furnishing Hot Mix Asphalt Mixtures 13A and 36A to the Road Department on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #54-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Rieth Riley Construction, Michigan Paving and Materials, and Capital Asphalt LLC to purchase these above-named materials 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 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 03/07/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE
THE PURCHASE OF EMULSIFIED ASPHALTS**

RESOLUTION #23 – 101

WHEREAS, the Road Department annually purchases approximately 70,000 gallons of emulsified asphalt for road maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released Invitation for Bid #55-23 and received competitive bid proposals for the purchase of emulsified asphalts for a period of one (1) year; and

WHEREAS, bids for emulsified asphalts were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to purchase materials on an as needed basis from Bit-Mat Products of Michigan, Michigan Paving and Materials, and Asphalt Materials, Inc; and

WHEREAS, the Road Department 2023 budget includes sufficient funds to purchase the emulsified asphalts.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes the purchase of emulsified asphalts from the following:

Asphalt Materials, Inc located at 8720 Robbins Road, Indianapolis, Indiana 46268

Michigan Paving and Materials located at 1950 Williams Street, Alma, Michigan 48801

Bit-Mat Products of Michigan located at PO box 428, Ashley, Indiana 46705

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #55-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Asphalt Materials, Inc, Michigan Paving and Materials, and Bit-Mat Products of Michigan to purchase emulsified asphalt 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 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 03/07/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 12**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING THE BUDGET CALENDAR FOR 2024

RESOLUTION #23 – 102

WHEREAS, Public Act 621 of 1978 provides that the Board of Commissioners establishes an appropriate time schedule for preparing the budget; and

WHEREAS, this Act requires that each elected official, department head, administrative office or employer of a budgetary center shall comply with the time schedule and requests for information from the Controller.

THEREFORE BE IT RESOLVED, that the attached budget calendar for the 2024 budget process be adopted.

BE IT FURTHER RESOLVED, that the County Clerk shall be directed to provide written notification of the attached budget calendar to all elected officials and department heads.

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

2024 BUDGET CALENDAR

March 8	Finance Committee recommends 2024 budget calendar.
March 14	Board of Commissioners approves 2024 budget calendar.
April 13 - 19	Committees review fees for various county services to make recommendations for any appropriate increases to be effective January 1, 2024.
April 27 – May 3	Committees may make recommendations for increases to fees for various county services to be effective January 1, 2024.
May 9	Board of Commissioners considers updates to fees for various county services to be effective January 1, 2024.
May 22	Department heads, elected officials and agencies, submit operating and capital budgets.
June 9 - 26	Controller holds budget meetings with departments.
July 31 (tentative)	Community agencies submit applications for 2024 funding.
August 14	Controller's Recommended Budget distributed to the Board of Commissioners.
August 24 – 29	Liaison Committees hold hearings on operating and capital budget recommendations.
September 13	Finance Committee holds hearing and makes operating and capital improvement budget recommendations.
October 24	Board holds public hearing on the General Fund Budget. Board adopts operating and capital budgets and mileages.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 13**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE BOARD OF HEALTH

RESOLUTION #23 – 103

WHEREAS, several vacancies exist on the Board of Health; and

WHEREAS, the Human Services Committee interviewed applicants interested in serving on this Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints:

Marcus Cheatham, 1075 Cliffdale Dr, Haslett, 48840

to the Board of Health to a term expiring December 31, 2025.

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

Nays: None **Absent:** None **Approved 03/06/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 14**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A REORGANIZATION OF POTTER PARK ZOO
ZOOKEEPER POSITIONS**

RESOLUTION #23 – 104

WHEREAS, the Zoo has twelve UAW Zoo Zookeeper level 400 positions; and

WHEREAS, the Zoo has three UAW Zoo Zookeeper Area Lead level 500 positions; and

WHEREAS, updated job descriptions and a reorganization of these positions provides a more effective structure for employee recruitment, retention, and satisfaction; and

WHEREAS, the twelve new UAW Zoo Zookeeper I/II/III positions have a salary range of \$40,961 to \$51,031 at level I, \$44,661 to \$54,702 at level II, and \$48,123 to \$58,269 at level III; and

WHEREAS, the three new UAW Zoo Zookeeper Area Lead IV positions have a salary range of \$51,584 to \$61,835; and

WHEREAS, the 2023 personnel cost projections provided by the budget department show a total (wage and fringe) annual cost increase of \$136,371 at Step 8 for the proposed three Zookeeper Area Lead IV positions and twelve Zookeeper I/II/III positions at level III; and

WHEREAS, there are sufficient funds in the Zoo Fund, #25869200, for the proposed reorganization as approved in the 2023 budget process; and

WHEREAS, the United Auto Workers (UAW) Local 2256 – Zoo Unit and the Potter Park Zoo Advisory Board are in support of the proposed updated job descriptions and reorganization.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a reorganization of the following Potter Park Zoo Zookeeper positions:

Twelve existing UAW Zoo Zookeeper level 400 positions to twelve UAW Zoo Zookeeper I/II/III positions.

Three existing UAW Zoo Zookeeper Area Lead level 500 positions to three UAW Zoo Zookeeper Area Lead IV positions.

BE IT FURTHER RESOLVED, that the reorganization is effective as of January 1, 2023.

MARCH 14, 2023 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget and position allocation list adjustments related to this resolution.

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

Nays: None **Absent:** None **Approved 03/06/2023**

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

Nays: None **Absent:** None **Approved 03/07/2023**

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 15**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CREATING A COMMUNITY HEALTH, PLANNING AND
PARTNERSHIP PROGRAMS ASSISTANT POSITION**

RESOLUTION #23 – 105

WHEREAS, Ingham County Health Department (ICHD) wishes to hire a temporary Community Health, Planning and Partnerships (CHPP) Program Assistant to provide administrative support for grant-funded work and strategic initiatives identified by ICHD's CHPP branch, including Advance Peace and the Health Equity Council; and

WHEREAS, this temporary United Auto Workers Union (UAW) employee will schedule meetings and training sessions, gather materials, draft correspondence and resolutions, and maintain confidential information; and

WHEREAS, additionally, this employee will ensure that appropriate actions and deadlines are met for all CHPP grant-funded work; and

WHEREAS, the Human Resources Department has approved of the position description; and

WHEREAS, this agreement will be effective upon approval through 52 weeks in an amount not to exceed \$18,000; and

WHEREAS, this temporary UAW position is included in ICHD's proposed budget for 2023; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize hiring a temporary CHPP Program Assistant to fill the position within ICHD's Innovation and Planning team, effective upon approval through 52 weeks in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes hiring a temporary CHPP Program Assistant to fill the position within ICHD's Innovation and Planning team, effective upon approval through 52 weeks in an amount not to exceed \$18,000.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Ruest, Pawar, Schafer
Nays: None **Absent:** None **Approved 03/06/2023**

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/07/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 16**

Introduced by the Human Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY TO CONDUCT A SCRAP TIRE
COLLECTION EVENT**

RESOLUTION #23 – 106

WHEREAS, Ingham County Health Department (ICHD) wishes to partner with the Michigan Department of Environment, Great Lakes and Energy (EGLE) to conduct a scrap tire collection event, effective upon approval through December 31, 2023 in an amount not to exceed \$9,000; and

WHEREAS, this scrap tire event will be held on October 7, 2023, and will offer Ingham County residents the opportunity to recycle automobile tires by gathering and delivering them to a local county site; and

WHEREAS, used tires stored outdoors often collect water, and over time standing water creates a breeding ground for mosquitos that can be vectors for disease; and

WHEREAS, recycled tires can also be used for a variety of purposes including asphalt, flooring, and fuel; and

WHEREAS, in 2019, after years of previous successful scrap tire events, ICHD took in over 26 tons of tires; and

WHEREAS, this event will be held on October 7, 2023 and there will be no cost to Ingham County residents to participate; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with EGLE to conduct a scrap tire collection event effective upon approval through December 31, 2023, in an amount not to exceed \$9,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE to conduct a scrap tire collection event effective upon approval through December 31, 2023, in an amount not to exceed \$9,000.

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 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, Trubac, Morgan, Ruest, Pawar, Schafer
Nays: None **Absent:** None **Approved 03/06/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 17**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE COVID-19 REGIONAL HEALTH EQUITY COUNCIL
BACKBONE ORGANIZATION GRANT SUB-AGREEMENTS WITH CAPITAL AREA HEALTH
ALLIANCE AND TCB CONSULTING, LLC**

RESOLUTION #23 – 107

WHEREAS, Ingham County Health Department (ICHD) wishes to subcontract \$187,689 which was awarded through the COVID-19 Regional Health Equity Council Backbone Organization Grant from the Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) effective October 1, 2022 through May 31, 2023; and

WHEREAS, this initiative approved through Resolution #22-525, will be used to offer continued support of the Ingham County Regional Health Equity Council designed to address health inequities and social determinants of health in Ingham County; and

WHEREAS, ICHD wishes to enter into sub-agreements with the following partners in the following amounts to support this initiative:

- Capital Area Health Alliance (CAHA), in an amount not to exceed \$175,239 to support Council member stipends and regular weekly work from CAHA, a grant co-applicant; and
- TCB Consulting, LLC, in an amount not to exceed \$12,450 to provide monthly training and support for facilitating the group; and

WHEREAS, these partnerships were vital components of the grant application and discussed with MPHI and MDHHS prior to issuance of the award; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize entering into sub-agreements with the CAHA in an amount not to exceed \$175,239, and TCB Consulting, LLC, in an amount not to exceed \$12,450, effective October 1, 2022 through May 31, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into sub-agreements with CAHA, in an amount not to exceed \$175,239, and TCB Consulting, LLC, in an amount not to exceed \$12,450, effective October 1, 2022 through May 31, 2023.

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 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.

MARCH 14, 2023 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Ruest, Pawar, Schafer
Nays: None **Absent:** None **Approved 03/06/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 18**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPEMENT FOR THE
CLEAN SWEEP PROGRAM**

RESOLUTION #23 – 108

WHEREAS, Ingham County Health Department's (ICHD's) Environmental Health Division (EH) wishes to accept a grant from the State of Michigan Department of Agriculture and Rural Development (MDARD) effective October 1, 2022 through September 30, 2023 in 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 for 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 2023 to be used for the disposal of pesticides and herbicides; and

WHEREAS, this agreement shall be effective October 1, 2022 through September 30, 2023; and

WHEREAS, this funding was anticipated and included in the FY 23 budget; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize an MDARD Clean Sweep Program agreement effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$24,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an MDARD Clean Sweep Program agreement effective October 1, 2022 through September 30, 2023 in 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, Trubac, Morgan, Ruest, Pawar, Schafer
Nays: None **Absent:** None **Approved 03/06/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 19**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE STATE OF MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS TO ACCEPT THE 2023 MICHIGAN MARIHUANA OPERATION AND OVERSIGHT GRANT

RESOLUTION #23 – 109

WHEREAS, Ingham County Health Department (ICHD) wishes to accept a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication and outreach regarding the Michigan Medical Marihuana Act and the Michigan Regulation and Taxation of Marihuana Act in an amount totaling \$27,285 effective January 1, 2023, through September 15, 2023; and

WHEREAS, the Michigan Legislature has appropriated funds for the Medical Marihuana Operation and Oversight Grant in the Michigan Medical Marihuana Act, 2008 IL 1, MCL 333.26426 and the Michigan Regulation and Taxation of Marihuana Act, 2018, IL 1, MCL 333.27951 to 333.27967; and

WHEREAS, Public Act 87 of 2021 section 901 directs funds appropriated for grants to education, communication, and outreach regarding the Michigan Medical Marihuana Act; and

WHEREAS, grants, which are available to counties, are distributed proportionately based upon the number of registry identification cards issued to or renewed for the residents of each county; and

WHEREAS, grants may not be used for law enforcement purposes; and

WHEREAS, ICHD previously received this grant in 2019, 2020, 2021, and 2022 (Resolution #19-115, Resolution #20-070, Resolution #21-128, and Resolution #22-143); and

WHEREAS, ICHD seeks to engage in activities such as providing education to adolescents, patients, caregivers, and community members through targeted advertising/marketing and to communicate harm reduction strategies such as safe storage and avoidance of impaired driving to the general public; and

WHEREAS, ICHD seeks to engage in the aforementioned activities with objectives to:

- Educate marijuana users and others about safe storage and provide lock bags to those who have need
- Educate marijuana users and others about the dangers of driving while under the influence of cannabis
- Educate pregnant women and others regarding the risks associated with marijuana use during pregnancy and breastfeeding
- Increase perception of risk for adolescent marijuana
- Measure the self-reported use of marijuana; and

MARCH 14, 2023 REGULAR MEETING

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with LARA to accept funds in an amount not to exceed \$27,285, effective January 1, 2023, to September 15, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a grant agreement with LARA to accept funds in an amount not to exceed \$27,285, effective January 1, 2023, to September 15, 2023.

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 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, Trubac, Morgan, Ruest, Pawar, Schafer

Nays: None **Absent:** None **Approved 03/06/2023**

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 20**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH AMERICAN RENTALS, INC. TO
PROVIDE SANITATION SERVICES FOR THE INGHAM COUNTY PARKS DEPARTMENT AND
INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #23 – 110

WHEREAS, the current contract with American Rentals, Inc. portable restroom services at various Ingham County Parks and the Ingham County Fairgrounds will expire on March 21, 2023; and

WHEREAS, a decision was made to put out an RFP for the Parks and Fairgrounds together in order to obtain the most cost-effective pricing; and

WHEREAS, American Rental Inc. had the low bid and in accordance with the Ingham County Purchasing Policies, the Purchasing Director, the Ingham County Parks Commission, and the Ingham County Fair Board recommends the bid be accepted; and

WHEREAS, the annual cost for the Parks will be \$10,955 in addition to a monthly fuel surcharge (\$8-10 per month) for a total for the Parks not to exceed \$11,075 annually; and

WHEREAS the cost for the Ingham County Fairgrounds shall not exceed \$95 per regular unit, \$175 per handicapped unit, and \$180 per portable sink in addition to a monthly fuel surcharge.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a three-year contract effective March 22, 2023 with Ingham County and American Rentals, Inc. at 4901 W. Grand River, Lansing, MI 48906 in an amount not to exceed \$11,075/annually for the Ingham County Parks and not to exceed \$95 per regular unit, \$175 per handicapped unit, and \$180 per portable sink in addition to a monthly fuel surcharge for the Ingham County Fairgrounds to provide portable restroom services.

BE IT FURTHER RESOLVED, that the agreement with American Rentals, Inc. is authorized to include an option to renew for an additional two-year period.

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, Trubac, Morgan, Ruest, Pawar, Schafer

Nays: None **Absent:** None **Approved 03/06/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 21**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT FEES FOR DISC GOLF TOURNAMENTS AT THE INGHAM COUNTY PARKS

RESOLUTION #23 – 111

WHEREAS, the Ingham County Parks identified the need for a fee to be charged for disc golf tournaments to be held at the Ingham County Parks in addition to an annual disc golf and parking combination (combo) fee; and

WHEREAS, these fees would cover administrative and staff costs due to the large attendance at these events; and

WHEREAS, the Ingham County Parks Commission recommends that the Board of Commissioners approve the new fees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following entry fees for disc golf tournaments at the Ingham County Parks.

- Less than 50 entries = \$50 event fee + \$5 per entry
- 51-100 entries = \$75 event fee + \$5 per entry
- Over 101 entries or tournaments/events where the courses needed to be closed for sanctioned events = \$200 + \$5 per entry – OR – charge a flat rate of \$1000/day which would include the greens fees (over 150 entries)
- Annual disc golf and parking combo for \$10 less
 - Resident combo = \$70/year – good for both parks
 - Non-Res combo = \$80/year – good for both parks
- Fees can be waived at the discretion of the Park Manager or Director

BE IT FURTHER RESOLVED, that the fees shall become effective upon passing of this resolution.

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

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

Nays: None **Absent:** None **Approved 03/06/2023**

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH PLM LAKE AND LAND MANAGEMENT CORP. FOR LAKE WEED TREATMENT AT HAWK ISLAND COUNTY PARK AND BURCHFIELD COUNTY PARK

RESOLUTION #23 – 112

WHEREAS, the Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide lake weed treatment at Hawk Island County Park and Burchfield County Park; and

WHEREAS, after careful review and evaluation of the proposals received, staff recommends that a contract be awarded to PLM Lake and Land Management Corp.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with PLM Lake and Land Management Corp. for the purpose of lake weed treatment in the amount of \$15,690 for a 3-year contract and a contingency of \$2,000 for a total amount of \$17,690 for Hawk Island and \$4,135 for a 3-year contract and a contingency of \$2,000 for a total amount of \$6,135 for Burchfield Park for a total amount not to exceed \$23,825.

Project	Yearly Cost	3 year total Amount	Contingency	3 year total with contingency
HI weed treatment – maint-related contractual – 208- 75600-931100	\$5,130-2023 \$5,130-2024 \$5,430-2025	\$15,690	\$2,000	\$17,690
BUR weed treatment – maint- related contractual - 208-75300-931100	\$1,345-2023 \$1,345-2024 \$1,445-2025	\$4,135	\$2,000	\$6,135

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 31, 2025.

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, Trubac, Morgan, Ruest, Pawar, Schafer

Nays: None **Absent:** None **Approved 03/06/2023**

MARCH 14, 2023 REGULAR MEETING

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING WITH MERIDIAN TOWNSHIP FOR THE LIFT STATION PROJECT AT LAKE LANSING BOAT LAUNCH

RESOLUTION #23 – 113

WHEREAS, the Ingham County Parks Department collaboratively works with the Meridian Township; and

WHEREAS, Meridian Township is in the process of preparing plans for the replacement of the Townships sanitary sewer lift station located within the Lake Lansing Boat Launch area; and

WHEREAS, in addition to the sanitary sewer lift station, Meridian Township will be installing an oil and grit interceptor downstream of the wash bay to capture runoff before discharging to the new lift station; and

WHEREAS, Meridian Township requested assistance from the Ingham County Parks in the form of a reimbursement not to exceed \$10,000 to facilitate the installation of an oil and grit interceptor.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Memorandum of Understanding with Meridian Township including a reimbursement to Meridian Township not to exceed \$10,000 for the lift station project at Lake Lansing Boat Launch.

BE IT FURTHER RESOLVED, that there are funds available in Parks Department line item 228-75999-974000-21P02.

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, Trubac, Morgan, Ruest, Pawar, Schafer

Nays: None **Absent:** None **Approved 03/06/2023**

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

Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 24**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH BARYAMES FOR DRY CLEANING,
LAUNDERING, AND GARMENT REPAIR FOR CLOTHING OR UNIFORMS ISSUED TO
SHERIFF'S OFFICE EMPLOYEES**

RESOLUTION #23 – 114

WHEREAS, the Ingham County Sheriff's Office requires all Law Enforcement and Corrections personnel to wear issued uniforms and clothing in the performance of their duties; and

WHEREAS, the required uniforms and clothing are routinely soiled and/or damaged as a result of the expectations and environments in which the personnel wearing the garments operate; and

WHEREAS, prior to 2018, the Ingham County Sheriff's Office would compensate individuals in the Law Enforcement Unit and Supervisors Unit at a rate of \$425.00 annually and the Corrections Unit at a rate of \$300.00 annually for such cleaning and repair pursuant to the collective bargaining agreements; and

WHEREAS, the Ingham County Sheriff's Office paid \$46,271.90 in 2017 for cleaning services and only paid \$29,361.10 for cleaning services in 2022; and

WHEREAS, the Contractor agrees to provide the stated services at rates pursuant to the record of bid/proposal cited in RFP #6-23 (02-02-23).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Baryames Cleaners for a three (3) year period for an amount not to exceed \$58,000 per year for the above cited services involving dry cleaning, laundering and garment repair for issued uniforms and clothing to be paid out of the Sheriff's Office budget from Field Services/Contractual Services account #10130102-8180000.

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.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer
Nays: None **Absent:** Lawrence **Approved 03/02/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH LEADSONLINE

RESOLUTION #23 – 115

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

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

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

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

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

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

WHEREAS, the 2023 subscription for LeadsOnline is \$7,667.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with LeadsOnline in the amount of \$7,667 to be paid out of the 2023 Sheriff's Office budget from Field Services/Contractual Services account #10130102-8180000 with an auto-renewal for an additional two, one-year (1) extensions not to exceed \$8,500 per year, if desired by the County and agreed to by the vendor.

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.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer
Nays: None **Absent:** Lawrence **Approved 03/02/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 26**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH LEXIPOL FOR THE
POLICEONE ACADEMY TRAINING PLATFORM**

RESOLUTION #23 – 116

WHEREAS, Ingham County has been using PoliceOneAcademy.com since 2016 to provide online training to Ingham County Sheriff's staff; and

WHEREAS, PoliceOne Academy now goes by the name Lexipol, while still providing the exact same content and programs; and

WHEREAS, ongoing training is an important part of ensuring the Sheriff's Office staff are best able to serve our citizens; and

WHEREAS, the 2023 subscription for Lexipol is \$7,416 to provide training to all staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Lexipol in the amount of \$7,416 to be paid out of the 2023 Sheriff's Office budgets from Field Services/Contractual Services #10130102-818000 (\$3,708) and Corrections/Contractual Services #10130103-818000 (\$3,708) with an auto-renewal for an additional two, one-year (1) extensions not to exceed \$8,500 per year, if desired by the County and agreed to by the vendor.

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.

LAW & COURTS: Yeas: Polsdofer, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer
Nays: None **Absent:** Lawrence **Approved 03/02/2023**

FINANCE: Yeas: Morgan, Grebner, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis, Sebolt, Polsdofer **Approved 03/08/2023**

Adopted as part of the consent agenda.

MARCH 14, 2023 REGULAR MEETING

**ADOPTED - MARCH 14, 2023
AGENDA ITEM NO. 27**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING TERESA MORTON

RESOLUTION #23 – 117

WHEREAS, Teresa (Teri) Morton began working for Ingham County as a Budget Analyst on July 15, 1991; and

WHEREAS, Teri was promoted to Senior Budget Analyst on September 13, 1993 where she helped prepare the County's Operating and Capital Budgets and monitored and amended current year budgets; and

WHEREAS, on May 1, 2001, Teri's excellent and thoughtful work as Senior Budget Analyst led to her promotion to Budget Director; and

WHEREAS, as Budget Director, Teri was responsible for the preparation of the County's Operating and Capital Budgets as well as developing the budget calendar, projecting revenues and expenses, and the submittal of yearly budget documents to the Government Finance Officers Association (GFOA), which were annual recipients of the GFOA Distinguished Budget Award; and

WHEREAS, on March 3, 2017, Teri's continued professional leadership and excellence led to her promotion to Deputy Controller; and

WHEREAS, as the Deputy Controller for Law & Courts, Teri was a trusted advisor to Law & Courts Committee Chairs, elected officials, and department heads; and

WHEREAS, as Deputy Controller, Teri's past experience as Budget Director was critical to the development of the County's yearly budgets and her guidance ensured the County was fiscally responsible; and

WHEREAS, on March 26, 2023, after 31 annual budgets, Teri is retiring and moving to Greenville, South Carolina with her husband Frank.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners honor Teri Morton for over 31 years of service to the County of Ingham.

BE IT FURTHER RESOLVED, that the Board of Commissioners congratulates Teri Morton on her retirement and wishes Teri and Frank many happy years in Greenville enjoying movies, riding their bikes, and dominating trivia night competitions.

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

The motion to adopt the resolution carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

MARCH 14, 2023 REGULAR MEETING

Commissioner Polsdofer stated it was a great day to celebrate Teri's 31 years with Ingham County. He further stated Teri began working for Ingham County as a Budget Analyst on July 15, 1991 and whereas Teri was promoted to Senior Budget Analyst on September 13, 1993, then to Deputy Controller.

Commissioner Polsdofer stated he had served on the Law & Courts Committee and Teri's expertise and guidance especially with difficult issues like moving the Advance Peace proposal through in two different tries to get the best outcome, or the Jail Medical issue, has truly been invaluable. He further thanked Teri for her 31 years of service on behalf of her colleagues and the Board of Commissioners.

Teri Morton, Deputy Controller, stated she would not be making a speech. She thanked those present and stated she appreciated the recognition.

Commissioner Grebner stated there was a level of employee that handled paperwork well or did not forget that they promised to take care of things. He further stated that Teri always achieved that level but also another level, which was the ability to do arithmetic exactly right every time.

Commissioner Grebner stated Teri was someone who instantly knew that if you add 20% to an amount and then subtract 20% from the result, you did not end up where you had started. He further stated that was a particular arithmetic fact that was not always observed by other members of the staff.

Commissioner Grebner stated he hoped that whoever they tried to replace Teri with would also be a person whose arithmetic was exactly right. He further stated in a world of budgets that involved millions of dollars it would be nice to be able to have someone you could count on to have exactly the right amount.

Commissioner Grebner stated he would miss Teri very much.

Vice-Chairperson Trubac stated he truly appreciated Teri's wealth of knowledge. He further stated she had guided the Law & Courts Committee through some difficult and controversial decisions.

Vice-Chairperson Trubac stated they had always been able to rely on Teri to remain cool and state the facts. He further stated that Teri would be missed.

MARCH 14, 2023 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Lawrence moved to reappoint Paul Palmer to the Community Mental Health Authority. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Maiville stated as Commissioner Morgan had stated earlier, it was Sunshine Week. He further stated he wanted to recognize all of the staff involved in the FOIA requests: FOIA Coordinator Becky Bennett, individuals from the Ingham County Sheriff's Office, individuals from the Ingham County 911 Center, and other department heads.

Commissioner Maiville stated that the Freedom of Information Act was pro-disclosure and it was not often that there were appeals. He further thanked those Department Heads and Elected Officials that were open with the public and speak to the media.

Commissioner Lawrence stated on March 19, 2023 at 9:15 a.m. was the 2023 Run for the House 5K run/walk. She further stated the event was in Clinton County at the Michigan State University Federal Credit Union Headquarters but was very close to Ingham County.

Commissioner Lawrence stated also on March 19, 2023 at 4:00 p.m. there would be a meet the author event at Hooked located at 3142 East Michigan Avenue in Lansing. She further stated the author, Renee Knake Jefferson, was a Michigan State University Trustee and a brilliant woman.

Commissioner Lawrence stated Renee Knake Jefferson had recently published a book on the history of women in the Supreme Court. She further invited those present to attend.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Grebner moved to pay the claims in the amount of \$13,509,477.08. Commissioner Morgan supported the motion.

The motion carried unanimously. Absent: Commissioners Tennis, Ruest, and Sebolt.

Adjournment

The meeting was adjourned at 6:50 p.m.

RESOLUTION AFFIRMING
SUPPORT OF ALL CONSTITUTIONAL RIGHTS,
INCLUDING, BUT NOT LIMITED TO,
THE RIGHT OF THE PEOPLE TO BEAR ARMS
AND
TO ADEQUATELY FUNDING MENTAL HEALTH SERVICES
BY BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF IRON

WHEREAS the issue of constitutional rights, including but not limited to, the Second Amendment to the Constitution of the United States of America has been in the spotlight of public discussion of recent;

WHEREAS public discussion of such constitutional rights is a hallmark of public discourse in a democracy;

WHEREAS some individuals are of the belief that county government has the authority to not enforce duly adopted laws, regulations and/or rules, which are claimed to be in conflict with constitutional rights of individuals within the State of Michigan and the United States of America;

WHEREAS our civil council has opined that the selective enforcement of constitutional laws, regulations and/or rules by Michigan county government is in violation of the Constitution and Laws of both the State of Michigan and the United States of America;

WHEREAS the Board of County of Commissioners of the County of Iron on December 7, 1997, adopted a Resolution of Recognition of Bill of Rights in the Constitution of United States of America, which remains on prominent display at the Iron County, Michigan Courthouse;

WHEREAS all elected county and state office holders take an oath of office under which the office holder supports the Constitution of the United States of America and Constitution of Michigan and to faithfully discharge the duties of such offices;

WHEREAS the lawful ownership, possession and use of firearms is part of the cultural heritage within Iron County, Michigan;

WHEREAS it is common for firearms to be family heirlooms that pass from generation to generation as a permanent connection of the past to the present within extended families;

WHEREAS funding for mental health services in the State of Michigan is woefully underfunded causing a failure to adequately provide services to persons of the State of Michigan whom are in need of mental health services; and

WHEREAS recent high profile firearm shootings involved many individuals that have mental health issues the mental health systems nationwide failed to timely, appropriately and adequately provide services to such individuals;

NOW THEREFORE BE IT RESOLVED that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF IRON** does support and will continue to honor the pledge to support the Constitution of the United States of America as well as the Constitution of the State of Michigan, including all amendments thereto;

BE IT FURTHER RESOLVED that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF IRON** direct our legislators whom act as representatives of the People of the State of Michigan to:

- A. Not undertake legislation that is in conflict with the Second Amendment to the United States of America and Article 1 § 6 of the Michigan Constitution of 1963, including:
 1. Red Flag Laws, excluding the present Personal Protection Order process;
 2. Registration requirements of full or long firearms;
 3. Mandatory storage schemes for firearms;
 4. Additional limitations on the lawful ownership and use of firearms; and
 5. Adoption of other schemes of regulation of firearms that infringe on the foregoing constitutional guarantees of the People of the State of Michigan.
- B. Adhere to their oath of office and not adopt legislation, rules, regulations and/or requirements that conflict with the Second

Amendment to the Constitution of the United States and Article 1
§ 6 of the Michigan Constitution and any final judicial
determinations thereto;

- C. Adequately fund mental health services available in all our communities to provide for timely intervention with appropriate and adequate mental health services as an investment in the human capital of all persons of the State of Michigan; and
- D. Insure that the providing of adequately funded mental health services is accomplished by methods that do not infringe on the statutory and constitutional rights of those in need of mental health services.

BE IT FURTHER RESOLVED that if in exercise of discretion by the Office of Sheriff and Office of Prosecuting Attorney both of the County of Iron, determine that a law has been adopted which violates the Constitution of the United States of America, the Constitution of the State of Michigan, and any final judicial determinations thereto, that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF IRON** supports the lawful exercise of discretion not to enforce an unconstitutional law against any law abiding person within the County of Iron;

BE IT FURTHER RESOLVED, that the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF IRON** directs its staff to provide a copy of this Resolution to:

- A. Each township in the County of Iron;
- B. Each city and village in the County of Iron;
- C. Each department head of the County of Iron;
- D. Each county in the State of Michigan;
- E. The Michigan House of Representative;
- F. The Michigan Senate;
- G. The Governor of the State of Michigan
- H. Each United States Senator for the State of Michigan; and
- I. Each United States Congressman for the State of Michigan.

The foregoing resolution was offered by Commissioner Jacob Conery
and supported by Commissioner Ean Bruette.

Yeas: Bruette, Conery, Stafford, Stauber

Nays: None

Absent: Peretto

Resolution: Adopted

I hereby certify that the foregoing is a true and correct copy of the resolution adopted at a meeting of the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF IRON** held on March 14, 2023.

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF IRON

By: Julie Kezerle
Julie Kezerle
Its Clerk

Kalkaska County Board of Commissioners
#2023-12

**RESOLUTION TO INSTRUCT OUR REPRESENTATIVES TO OPPOSE
ALL FIREARMS CONTROL LEGISLATION**

March 15, 2023

WHEREAS, the Constitution of the United States, ratified on the 21st day of June, 1788, declares in Article VI section 2, "This Constitution, and the Laws of the United States which shall be made in Pursuance thereof; and all Treaties made, or which shall be made, under the Authority of the United States, shall be the supreme Law of the Land; and the Judges in every State shall be bound thereby, any Thing in the Constitution or Laws of any State to the Contrary notwithstanding.";

WHEREAS, the people of the United States are guaranteed the right to keep and bear arms without any legislative infringement, under the Constitutional authority of Amendment II, "A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.";

WHEREAS, the people of the State of Michigan recognize that the blessings of freedom come from our Almighty God according to the Preamble of the Constitution of the State of Michigan, "We, the people of the State of Michigan, grateful to Almighty God for the blessings of freedom, and earnestly desiring to secure these blessings undiminished to ourselves and our posterity, do ordain and establish this constitution.";

WHEREAS, the people of the State of Michigan have the inherent, inalienable right to hold all political power in the State of Michigan according to the Constitution of the State of Michigan, Article I, Section 1. "All political power is inherent in the people. Government is instituted for their equal benefit, security, and protection.";

WHEREAS, the people of Michigan are guaranteed the right to keep and bear arms without any legislative infringement, under Michigan State Constitutional authority in Article I section 6,

{{Every person has a right to keep and bear arms for the defense of himself and the state.";

WHEREAS, the people of the State of Michigan recognize that we have the right to retain rights that are not specifically written in the Constitution of the United States or the Constitution of the State of Michigan according to: Amendment IX of the Constitution of the United States, "The enumeration in the Constitution of certain rights, shall not be construed to deny or disparage others retained by the people." and Amendment I, Section 23 of the Constitution of the State of Michigan, {{The enumeration in this constitution of certain rights shall not be construed to deny or disparage others retained by the people."; and **WHEREAS**, the people of the State of Michigan recognize that we have the right to

instruct our representatives according to the Constitution of the State of Michigan, Article I, Section 3, "The people have the right peaceably to assemble, to consult for the common good, to instruct their representatives and to petition the government for redress of grievances." **NOW, THEREFORE, BE IT:**

RESOLVED, that the Kalkaska County Board of Commissioners, as people of the State of Michigan, instruct our representatives of the 104th and 105th Michigan State Legislature to vote in opposition of all proposed legislation that would unconstitutionally infringe on the right of the people to keep and bear arms;

BE IT FURTHER RESOLVED, that the Kalkaska County Board of Commissioners, as people of the State of Michigan, instruct our representatives of the 104th and 105thnd Michigan State Legislature to vote in opposition of all proposed legislation that infringes on the right of the people to own, bear, purchase, and sell items that are directly relevant to operation, maintenance, and modification of any firearms, including but not limited to: ammunition, magazines, stocks, triggers, braces, barrels, etc.;

BE IT FURTHER RESOLVED, that the Kalkaska County Board of Commissioners, as people of the State of Michigan, instruct our representatives of the 104th and 105th Michigan State Legislature to vote in opposition of all proposed gun legislation, such as Red Flag Gun Laws, that would deny a person of their right to not be deprived of life, liberty or property without due process of the law, or their right to equal benefit, security and protection;

BE IT FURTHER RESOLVED, that the Kalkaska County Board of Commissioners, as people of the State of Michigan, instruct our representatives to recognize that the power which they hold is because of the consent of the people, and that they have no power to make legislation that is contrary to the supreme Law of the Land, nor have they been given consent to draft, introduce, sponsor, or amend legislation that infringes on the right of the people to keep and bear arms in any way; and

BE IT FURTHER RESOLVED, that the Clerk of the Kalkaska County Board of Commissioners, shall transmit copies of this resolution to all members of the 104th and 105th Michigan State Legislature and the Senate District 36, and shall urge all counties in Michigan to adopt similar resolutions.

PASSED AND ADOPTED as a resolution of the Kalkaska County Board of Commissioners meeting held on March 15, 2023.

Motion by Baldwin to adopt this Resolution 2023-12. Supported by Crambell.

Roll call vote:

Yeas: Baldwin, Crambell, Bicum, Comai, Sieting, Sweet, Fisher.

Nays: None

Abstain: None

Absent: None


This Resolution is declared adopted this 15th day of March, 2023.



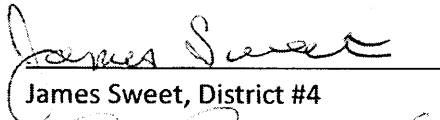
Kohn Fisher, Chair
District #3



Truman Bicum, District #1



Robert Baldwin, District #2



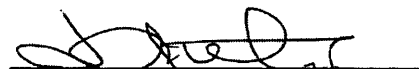
James Sweet, District #4



David Comai, District #5



Craig Crambell, District #6

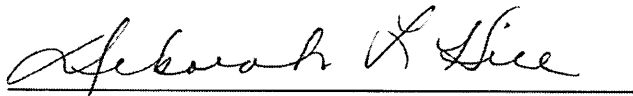


Jeff Sieting, District #7

County of Kalkaska
State of Michigan

I, Deborah L. Hill, the undersigned duly qualified and acting Clerk of the Board of Commissioner of the County of Kalkaska, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a Regular Meeting of the Board of Commissioners of said County held on 15th day of March, 2023.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 15th day of March, 2023.



Deborah L. Hill, Clerk, County of Kalkaska

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPOINTING A COMMITTEE TO SELECT
AN INGHAM COUNTY EQUALIZATION DIRECTOR**

RESOLUTION #23 –

WHEREAS, William Fowler will be leaving his position as the Ingham County Equalization Director in June of 2023; and

WHEREAS, it is necessary to appoint a committee to begin the selection process to choose a new Equalization Director.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints an Equalization Director Selection Committee consisting of the following members:

Commissioner Thomas Morgan, Chairperson
Commissioner Victor Celentino, Vice-Chairperson
Commissioner Randy Maiville
Commissioner Irene Cahill
Commissioner Monica Schafer

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE OCCUPATIONAL ILLNESS AND INJURY REPORTING POLICY

RESOLUTION #23 –

WHEREAS, Ingham County Policy Review Committee was established to review existing policies and recommend new policies for Ingham County; and

WHEREAS, the Human Services Department requested the Committee review suggested changes to the Occupational Illness and Injury Reporting Policy, primarily to better define the reporting procedures for exposure to bloodborne pathogens; and

WHEREAS, the Committee reviewed and agreed with suggested changes for reporting bloodborne pathogens as well as other minor edits to the policy.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves the changes to the Occupational Illness and Injury Reporting Policy suggested by the Human Services Department and supported by the Policy Review Committee, which shall take effect upon approval of this resolution.

BE IT FURTHER RESOLVED, that this policy shall be applicable to all departments of Ingham County.

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

Nays: None **Absent:** None **Approved 03/21/2023**

Name: Occupational Illness and Injury Reporting		Policy #: 111
Category: Personnel, Finance, etc.		Effective Date: 4/30/19
Resolution #: 19-173	Last Revised: 1/26/23	Next Review: 1/26/24
Applicable To: All Ingham County Operations		

A. Introduction

Ingham County places a great deal of importance on ensuring the safety of our employees. However, the County recognizes that even in the safest workplace accidents and injuries can still happen. Reporting those incidents in a complete and timely manner ensures the employee receives appropriate treatment and any corrective action that can be taken to reduce future incidents is made. Employees have the right to report workplace illness/injury without any fear of retaliation. If an illness/injury occurs while working, all employees, elected officials, and Commissioners must comply with the following reporting guidelines.

B. Guidelines

1. Before an Illness/Injury
 - a. Follow any established safe working practices.
 - b. Discuss any unsafe working conditions with your supervisor.
2. After an Illness/Injury - Employees
 - a. Notify your supervisor immediately.
 - i. Report all illness/injury to your supervisor, no matter how minor or temporary they may seem to be. This includes incidents that have the potential to result in emotional/psychological trauma.
 - ii. If you witness an illness/injury that prevents a coworker from moving or speaking, immediately inform your supervisor and/or contact first responders.
 - b. Work with your supervisor to determine what kind of care you need for your illness/injury.
 - c. If needed, seek medical attention.
 - i. The County has partnered with Sparrow Occupational Health for treatment of employee illness/injury. A list of Sparrow locations for care is included on the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B). Phone numbers are also included on this form.

- ii. For emergencies, call 911 and go to the Sparrow Hospital Emergency Room (or nearest emergency room) by ambulance.
 - Examples of emergencies can include blood loss, heart attack, blunt force trauma to the head, severe burns, and electric shock.
- iii. For illness/injury involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place Monday through Friday between the hours of 7:00 am and 4:30 pm, go immediately to Sparrow Occupational Health Services for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
 - The employee's supervisor should work with the source patient to complete the Ingham County Bloodborne Pathogen Source Testing Form. See 3c under "After an Illness/Injury – Supervisors" for additional instruction on this.
- iv. For illness/injury involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place outside of normal business hours, go immediately to Sparrow Hospital Emergency Room for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
 - The employee's supervisor should work with the source patient to complete the Ingham County Bloodborne Pathogen Source Testing Form. See 3c under "After an Illness/Injury – Supervisors" for additional instruction on this.
- v. For non-emergencies that take place Monday through Friday between the hours of 7:00 am and 4:30 pm, call Sparrow Occupational Health Services to schedule an appointment. This office also accepts walk-in appointments, but calling ahead ensures you will be seen in a timely manner.
- vi. For non-emergencies that take place outside of normal business hours, multiple Sparrow Urgent Care offices are available to provide care until 8:00 pm Monday through Friday and from 8:00 am to 8:00 pm on weekends and holidays.
- d. Once any needed medical attention has been received, work with your supervisor to complete any required paperwork, including the Ingham County Employee Incident Report (Attachment A).
- e. If you are provided with any paperwork to return to your employer, ensure this is given to your supervisor as soon as you return to work.
 - i. This paperwork will also specify any work restrictions you may have been placed on.

- f. If you were treated in an emergency room or urgent care, make a follow-up appointment with Sparrow Occupational Health Services as soon as possible following your initial treatment. Sparrow Occupational Health Services will determine any necessary plan for follow-up treatment.
- i. In order to ensure follow-up care is covered under Workers' Compensation, it must be coordinated by Sparrow Occupational Health for the first 28 days following the initial onset of illness/injury.
- g. Attend any scheduled follow-up visits as directed by Sparrow. Keep your supervisor and the Human Resources (HR) Benefits/Leave Analyst up to date on your recovery progress by providing them with any additional paperwork you receive during your follow-up visits.

3. After an Illness/Injury - Supervisors

- a. As soon as an employee illness/injury is reported to you, ensure that the employee receives any necessary care.
 - i. If an employee is sent to a Sparrow facility for care, the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B) should be completed and sent with the employee.
- b. If the employee needs emergency care, supervisors (or their designee) should meet at or accompany the employee to the hospital. If at all possible, the supervisor should remain with the employee until their emergency contact has been notified, the employee is released, or they are directed to leave by the employee. Update the HR Benefits/Leave Analyst on the employee's condition as soon as possible.
- c. In the event of a bloodborne pathogen exposure, the supervisor must notify the Ingham County Human Resources Benefits/Leave Analyst by providing them with a completed Ingham County Employee Incident Report Form (Attachment A) and Bloodborne Pathogen Source Testing Form (Attachment C). The supervisor should also provide the source patient with a copy of the Bloodborne Pathogen Source Testing Form (Attachment C), as this will provide the source patient with direction on how to make arrangements to be tested at any Sparrow Laboratory as soon as possible to determine HIV, HCV, and HBV infectivity.
- d. Time spent for initial treatment for the illness/injury on the day an employee is sent for care is to be recorded as regular hours worked on their time card. Any additional time/days off taken by the employee for follow-up care and/or recuperation should be taken as sick leave (or annual leave if sick leave bank is exhausted) pending evaluation of any claim for wage loss benefits.
- e. If the employee requires any follow-up care in response to emotional/psychological trauma they have experienced, the employee should be directed to the County's Employee Assistance Program (EAP) provider.

- f. Complete an Ingham County Employee Incident Report (Attachment A) and send it to the HR Benefits/Leave Analyst as soon as possible. If accompanying the employee for emergency care, designate another employee to complete the report.
 - i. If the employee is available to complete and sign the report, have them do so.
 - ii. Reports should be received with 24 hours of the incident, except in the event of a fatality or a Michigan Occupational Safety & Health Administration (MIOSHA) reportable illness/injury (in-patient hospitalization, loss of an eye, amputation). Turning in reports in a timely manner is crucial for ensuring employees receive appropriate care. It also ensures that any corrective action which can be taken to reduce the risk of future incidents is made as soon as possible.
 - iii. If the employee refuses recommended medical care, document that refusal on the report.
 - iv. Any corrective action that should be taken to remove or reduce the threat of employee illness/injury should be taken and documented.

C. MIOSHA Serious Incident Reporting

1. If a work-related incident involves an amputation (even the loss of a fingertip), loss of an eye, and/or an in-patient hospitalization, the County is required to report the incident to MIOSHA within 24 hours of the incident.
2. If a work-related incident involves a fatality, the County is required to report that incident to MIOSHA within 8 hours of the incident.
3. MIOSHA Serious Incident Reporting Guidelines
 - a. During Business Hours (Monday-Friday, 8:00 am to 5:00 pm): If an incident involving a fatality or one of the injuries listed above takes place during business hours, the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report.
 - i. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327.
 - ii. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.
 - b. After Business Hours: If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report.

- i. Amputation, Loss of an Eye, and/or In-Patient Hospitalization: Call the MIOSHA Injury Report Line at 844-464-6742.
- ii. Fatality: Call the MIOSHA Fatality Report Line at 800-858-0397.
- iii. Department Heads (and their designees) will be trained on MIOSHA injury reporting protocol and requirements. See the MIOSHA Serious Incident Reporting Guidelines (Attachment D) for guidance on questions that may be asked by MIOSHA when a serious incident reporting call is made.
- iv. The HR Benefits/Leave Analyst should be given a completed Employee Incident Report by the Department Head (or their designee)/supervisor as well as a summary of the report made to MIOSHA via email as soon as possible.

D. Attachments

- Attachment A: Ingham County Employee Incident Report
- Attachment B: Sparrow Occupational Health Services Authorization for Work Related Injury Care
- Attachment C: Bloodborne Pathogen Source Testing Form
- Attachment D: MIOSHA Serious Incident Reporting Guidelines

Ingham County Employee Incident Report

For Reporting Work-Related Injuries/Illnesses

Use this form when reporting an incident which has or could have caused injury/illness to an employee. Reports should be submitted to the Benefits/Leave Analyst in Human Resources within 24 hours of the incident. Serious incidents involving amputation (even loss of a fingertip), loss of an eye, and/or in-patient hospitalization must be reported to MIOSHA within 24 hours of the incident. Incidents involving a fatality must be reported to MIOSHA within 8 hours of the incident. See the Ingham County Occupational Illness & Injury Reporting policy for reporting guidance.

Employee Name:			
Employee #:		Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Non Binary <input type="checkbox"/> Not Specified	
Job Title:		Department:	
Home Address (Street, City, State, Zip):			
Home/Cell #:		Work #:	
Date of Birth:	Date of Hire:		Date of Incident:
Location of Incident:		Time of Incident: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM	
Time Shift Began: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM		Nature of Injury (i.e. burn, cut, strain):	
Body Part(s) Injured (i.e. right arm, left leg):			
Explain How Incident Happened (attach additional documents if needed, list device type/brand for BBP exposures): 			
Name/Phone Number of Witnesses (if any):			
Medical Treatment Received: <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of Treatment:	
Treatment Location: <input type="checkbox"/> Sparrow ER <input type="checkbox"/> Sparrow Occupational Health <input type="checkbox"/> Sparrow Urgent Care			
Date Employee Reported Incident:		Employee Have Second Employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Supervisor's Name:		Supervisor's Work #:	
Supervisor's Signature:			
Form Completed By:			Date Completed:

If you have any questions about completing this form, contact Steph Keith, Benefits/Leave Analyst in Human Resources at 517-272-4187 or skeith@ingham.org.



OCCUPATIONAL HEALTH SERVICES
AUTHORIZATION FOR WORK RELATED INJURY CARE

INJURY CARE LOCATIONS AND SERVICE HOURS	
<input type="checkbox"/> Sparrow Occupational Health Services <i>Injury Care Hours: Monday-Friday from 7 a.m. to 4:30 p.m.</i> Sparrow Medical Arts Building 1322 E. Michigan Avenue, Suite 101, Lansing, MI 48912 Phone: 517.364.3900, Option 1 Fax: 517.364.3914	
<input type="checkbox"/> Sparrow Urgent Care (after-hours injury care) <i>Injury Care Hours: Monday-Friday from 4:30 p.m. to 8 p.m./Weekends & Holidays: 8 a.m. to 8 p.m.</i>	
Michigan Avenue 1120 E. Michigan Avenue, Lansing, MI 48912	Grand Ledge 1015 Charlevoix Drive, Grand Ledge, MI 48
East Lansing 2682 E. Grand River Avenue, East Lansing, MI 48823	Mason 800 E. Columbia Street, Mason, MI 48854
<input type="checkbox"/> Sparrow Hospital Emergency Room <i>Injury Care Hours: Non-Emergent Injuries 8 p.m. to 8 a.m. / Emergent Injuries 24/7</i> 1215 E. Michigan Avenue, Lansing, MI 48912	

EMPLOYEE INFORMATION:

Patient's Name: _____ Date of Birth: _____

Authorizing Company: _____ Social Security #: _____

INJURY INFORMATION:

****Head Injuries that are accompanied by any of the following symptoms should be sent directly to the Sparrow Emergency Department: Nausea, Vomiting, Dizziness, Loss of Consciousness, Blurred Vision****

Date of Injury: _____ Date Injury Reported to Employer: _____

Description of Injury: _____

POST-ACCIDENT DRUG AND ALCOHOL TESTING (Photo Identification Required)

Breath Alcohol Testing (not available at Urgent Care (UC) Locations):

☐ Non-DOT Breath Alcohol Test ☐ DOT Breath Alcohol Test

Lab Based Urine Drug Test:

☐ DOT Urine Drug Screen
☐ Urine Drug Screen (Non-DOT)
☐ Urine Drug Screen Collection Only
☐ Other/Special Instructions: _____

Rapid Urine Drug Tests (not available at UC Locations):

☐ 5 Panel **Rapid**
☐ 11 Panel **Rapid**
☐ Nicotine **Rapid**

I request and authorize the above-named employee to receive injury care from Sparrow Health Services.

I further understand that my company will be financially responsible for any and all authorized services in the event my workers compensation insurance carrier denies the charges for any reason.

Supervisor Signature: _____

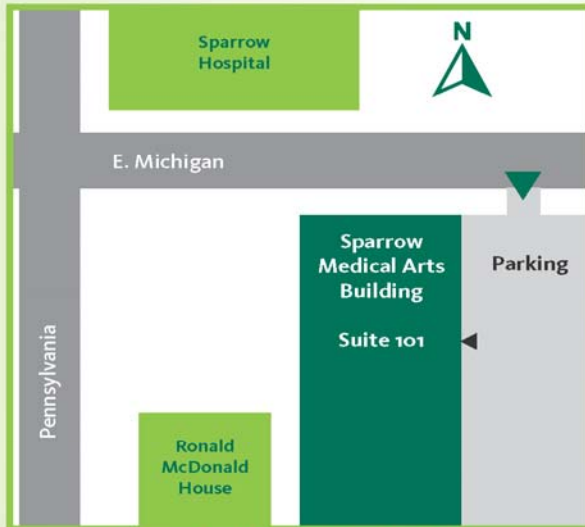
Printed Name: _____ Date: _____

Contact Phone Number: _____ Contact Email: _____

Sparrow Occupational Health

All injuries

Monday-Friday | 7 a.m. to 5 p.m.



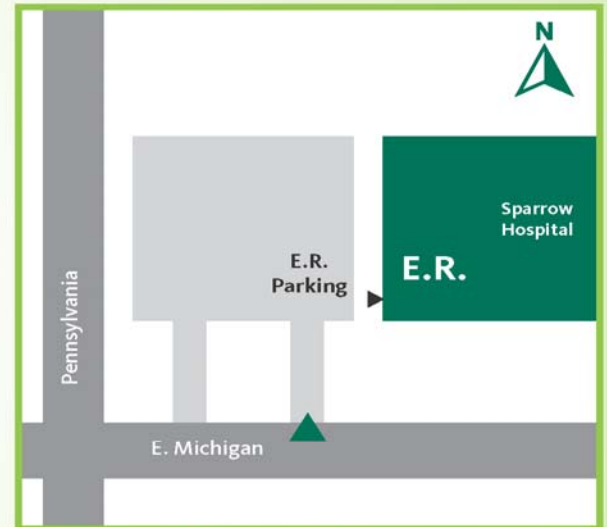
Sparrow Occupational Health Services Clinic

Sparrow Medical Arts Building
1322 E. Michigan Avenue, Suite 101, Lansing
517.364.3900

Sparrow Emergency

All emergencies and any injuries

Daily | 8 p.m. to 8 a.m.



Sparrow Hospital Emergency Room

1215 E. Michigan Avenue, Lansing
517.364.1000

Sparrow Urgent Care

Injuries when Occupational Health Services is closed

Monday-Friday | 5 p.m. to 8 p.m.

Saturdays, Sundays, and Holidays | 8 a.m. to 8 p.m.



Sparrow Urgent Care East Lansing

2682 E. Grand River Avenue
517.333.6562



Sparrow Urgent Care Grand Ledge

1015 Charlevoix Drive
517.627.0100



Sparrow Urgent Care Mason

800 E. Columbia Street
517.244.8900



Sparrow Urgent Care Michigan Avenue

1120 E. Michigan Avenue
517.364.9790

All Patients will be referred to Sparrow Occupational Health for follow-up.



INGHAM COUNTY

HUMAN RESOURCES DEPARTMENT

Bloodborne Pathogen Source Testing

You have been involved in bloodborne pathogen exposure. To reduce the risk of bloodborne pathogens transmission to our staff, we request that you have your blood tested for Hepatitis B, Hepatitis C, and HIV. If you have a positive result, you will be contacted by the Ingham County Health Department. You will not be charged for this testing; please see billing information on Page 2. We appreciate your willingness to get tested.

Please present to any Sparrow Laboratory and provide the order form on the next page; some Sparrow Lab locations are listed below. Additional locations can be found on the following website: www.sparrow.org/lab

Dewitt Dewitt Shopping Center 13191 Schavey Road, Suite 2 Dewitt, MI 48820 M-F 7 a.m. to 3 p.m.	Grand Ledge Sparrow Grand Ledge 1015 Charlevoix Drive Grand Ledge, MI 48837 M-F 6 a.m. to 2:30 p.m.	Holt Sparrow Laboratory 2380 N Cedar Street, Suite 103 Holt, MI 48842 M-F 6 a.m. to 2:30 p.m.
Lansing Forest Community Health Center 2316 S Cedar Street Lansing, MI 48911 M-F 8:30 a.m. to 4:30 p.m.	Lansing Sparrow Health Center 2909 E Grand River Avenue, Ste 104 Lansing, MI 48912 M-F 6:30 a.m. to 2:30 p.m.	Lansing (Delta Township) Sparrow Laboratory Lansing 6254 W Saginaw Highway Lansing, MI 48917 M-F 6 a.m. to 2:30 p.m.
Lansing Sparrow Professional Building 1200 E Michigan Avenue, 1 st Floor Lansing, MI 48912 M-Su 6 a.m. to 6 p.m.	Mason Mason Community Health Center 800 E Columbia Street Mason, MI 48854 M-F 6 a.m. to 2:30 p.m.	Okemos Sparrow Okemos Medical Building 1600 W Grand River Avenue, Suite 3 Okemos, MI 48864 M-F 6 a.m. to 2:30 p.m.

If you encounter any issues during the testing process, please contact:

Company Name: Ingham County Human Resources

Main Contact: Stephanie Keith, Benefits/Leave Analyst

Phone: 517-272-4187 **Fax:** 517-887-4396

*** Your information may be shared with Ingham County's Work Comp Carrier for billing purposes, and the Occupational Health Provider treating our staff member that was exposed. ***



INGHAM COUNTY

HUMAN RESOURCES DEPARTMENT

Bloodborne Pathogen Source Testing

Patient Information (Please Print Clearly)

Last Name: _____ Date of Birth: _____

First Name: _____

Sex (circle): Female / Male / Non Binary / Not Specified

Phone Number: _____

Company

Name: Ingham County

Main Contact: Stephanie Keith, Benefits/Leave Analyst

Phone: 517-272-4187 Fax: 517-887-4396

Ordering Provider

Name: Adenike Shoyinka, MD

Address: 5303 South Cedar Street, Lansing, MI 48911

Phone: 517-887-4308 (Option 3) Fax: 517-887-4379

Billing

Company Name: The ASU Group

Address: PO Box 77, Okemos, MI 48805

Phone: 616-301-7287 Fax: 616-957-9108

***Lab Staff: Create 'Institutional Guarantor' using company information.
Do not add patient insurance information.***

Select Test:

	Lab Test	EPIC Code
X	Hepatitis B Surface Antigen	LAB471
X	Hepatitis C RNA VIRAL LOAD	LAB887
X	HIV AG and AB COMBO TEST	LAB4606

MIOSHA Serious Incident Reporting Guidelines

For Reporting Amputations, Loss of an Eye, In-Patient Hospitalizations, and Fatalities

- Incidents involving amputation (even loss of a fingertip), loss of an eye, and/or in-patient hospitalization must be reported to MIOSHA within 24 hours of the incident. Incidents involving a fatality must be reported to MIOSHA within 8 hours of the incident.
- If a serious incident or fatality takes place during business hours the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.
- If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report. A summary of the report made to MIOSHA must be sent to the HR Benefits/Leave Analyst along with the completed Employee Incident Report.
 - **Amputation, Loss of an Eye, and/or In-Patient Hospitalization:** Call the MIOSHA Injury Report Line at 844-464-6742.
 - **Fatality:** Call the MIOSHA Fatality Report Line at 800-858-0397.

The following questions may be asked during the reporting call to MIOSHA:

- Name/address of employer.
- Name/address/contact information for employee.
- If the employee is temporary or permanent.
- Date of incident.
- What shift/time the employee was working.
- How the incident happened.
- How the event is work-related.
- If the employee was using equipment and/or personal protective equipment (PPE) during the incident.
- If the incident was related to an auto accident.
- If the task the employee was performing was a normal part of their job.
- If the task required the use of lockout/tagout.
- Nature/details regarding the employee's medical condition/treatment.

Questions from MIOSHA may vary based on the nature of the event; this list provides guidelines for the MIOSHA interview but does not reflect every question the Department Head (or their designee) may need to answer. If you have any questions regarding MIOSHA reporting, please contact the HR Benefits/Leave Analyst at 517-272-4187.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AND CERTIFY THE
INGHAM COUNTY 2022 PUBLIC ROAD MILEAGE CERTIFICATION**

RESOLUTION #23 –

WHEREAS, Public Act 51 of 1951, as amended, requires that each county submit an annual report to the State Transportation Commission that illustrates its public road mileage at the end of each year; and

WHEREAS, the Ingham County road mileage can fluctuate from year to year through the addition or subtraction of roads through development, jurisdiction transfers, road abandonments, or discovered errors; and

WHEREAS, Ingham County had no change in the public road mileage in 2022, which maintains a road centerline mileage of 1,255.03 miles; and

WHEREAS, the reported road mileage is used to apportion Michigan Transportation Fund (MTF) revenue to each public road agency (Michigan Department of Transportation, county road commissions, cities, and villages) within the state; and

WHEREAS, the provisions of Public Act 51 of 1951 require that the report “must be signed and dated by the Chairman of the Board of County Road Commissioners”.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves, certifies, and authorizes the Board Chairperson to sign the 2022 Public Road Mileage Certification document that is consistent with this resolution.

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

Nays: None **Absent:** None **Approved 03/21/2023**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DONALD P. “DONNY” DRUMM

RESOLUTION #23 –

WHEREAS, Donny Drumm began his career with the County of Ingham on March 23, 1987 as a Drain Crew Worker at the Ingham County Drain Commissioner’s Office, was promoted to Drain Crew Leader on July 29, 1991, and Coordinator of Drain Operations and Maintenance on May 30, 2015; retiring as Supervisor of Drain Operations and Maintenance on April 1, 2023 after 36 years of service; and

WHEREAS, Donny Drumm has contributed his knowledge and labor to the maintenance and improvement of the over 1500 miles of the hundreds of County and Intercounty Drains throughout the County of Ingham, and to bringing to fruition the vision of the Drain Commissioner for those Drains; and

WHEREAS, Donny Drumm has long been considered within the Drain community to be one of the premier experts on drain maintenance in the State of Michigan, with his and his crew’s work and ideas having been showcased at past conferences and meetings of the Michigan Association of County Drain Commissioners; and

WHEREAS, Donny Drumm has demonstrated an exceptional dedication and commitment to solving the drainage and flooding problems for the citizens of the County of Ingham, with a good nature and sense of humor that have belied the often difficult and trying circumstances in which he and his crew have worked; and

WHEREAS, Donny Drumm has often awed, amazed, and dazzled citizens and coworkers with his ability to provide very detailed information about County and Intercounty Drain structures, tiles, and ditches, and the history of flooding problems on a particular property or Drain, all from memory without a map, drawing, or record; and

WHEREAS, Donny Drumm has brought a level of skill, productivity, and frugality to his work that has achieved efficient results for the Office of the Ingham County Drain Commissioner, and great cost-savings for the taxpayers of the County of Ingham over the many years of his service; and

WHEREAS, Donny Drumm will be greatly missed, not only for his institutional knowledge and skills but also for his warm personality and his willingness to go the extra mile for his coworkers and for the citizens of the County of Ingham.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Donny Drumm on the occasion of his retirement for his dedicated service of 36 years to the County of Ingham and takes this opportunity to acknowledge and extend its gratitude for the contributions that Donny Drumm has made to the County of Ingham throughout his employment at the Ingham County Drain Commissioner’s Office.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners does hereby wish Donny Drumm all the happiness in retirement that he so richly deserves and wishes him great success in all of his future endeavors.

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/21/2023**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH MERIDIAN AND VEVAY TOWNSHIPS
FOR THE 2023 LOCAL ROAD PROGRAM**

RESOLUTION #23 –

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as a township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Meridian Township and Vevay Township have coordinated with the Road Department to schedule work for the 2023 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2023 construction season, except in Meridian Township, where the work will be performed by outside contractors; and

WHEREAS, the Road Department shall only charge for materials and vendor expenses for the projects performed by Road Department staff, and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township; and

WHEREAS, the Road Department's capped match contribution in the total amount of \$394,546.88 combined for these two townships is included in the adopted 2023 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with Meridian Township and Vevay Township for the 2023 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the respective township projects up to the capped allocation amounts as shown in the attached table.

BE IT FURTHER RESOLVED, that the Road Department shall invoice each respective township for their portion of the project costs at the conclusion of the construction season.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign all necessary agreements 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 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

2023 Local Road Program (LRP)

Township	Match Balance Thru 2022	2023 ICRD Match Allocation	Total 2023 Match Available	Proposed 2023 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Meridian	\$0.00	\$335,000.00	\$335,000.00	The Township is managing their own local road program.	\$3,000,000.00	\$2,665,000.00	\$335,000.00
Vevay	\$4,546.88	\$55,000.00	\$59,546.88	Asphalt wedging and overlay of Rolfe Road (Tuttle Rd to Service Rd), Rolfe Road (Ives Rd to Hawley Rd), and Diamond Road (M-36 to Dexter Trail)	\$208,643.75	\$149,096.87	\$59,546.88

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF SUPPORT FOR THE LOCAL BRIDGE PROGRAM FUNDING APPLICATIONS
FOR FISCAL YEAR 2026**

RESOLUTION #23 –

WHEREAS, the Michigan Department of Transportation (MDOT) is currently soliciting applications for federal and/or state funding through the Local Bridge Program for Fiscal Year 2026; and

WHEREAS, the available funding categories through the Local Bridge Program include full bridge replacement, bridge rehabilitation, and preventative maintenance work for bridges measuring at least 20-ft long when measured along the roadway centerline; and

WHEREAS, the Local Bridge Program allows each road agency to submit bridge funding applications annually; and

WHEREAS, upon reviewing the county bridge needs, the Road Department recommends submitting funding applications to address the replacement, rehabilitation and preventative maintenance needs for the following bridges:

1. Replacement of the Dennis Road Bridge over West Cedar Drain, Leroy Township (SN 3898)
2. Replacement of the Hagadorn Road Bridge over Mud Creek, Alaiedon Township (SN 3876)
3. Rehabilitation of the Kirby Road Bridge over Huntoon Lake Drain, Leslie Township (SN 3861)
4. Preventative Maintenance Work on the Onondaga Road Bridge over Grand River, Onondaga Township (SN 3873); and

WHEREAS, the Local Bridge Program requires a current resolution from the road agency's governing Board in support of the proposed funding applications.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners supports the Road Department in the submittal of funding applications for the bridges listed above in an effort to receive Local Bridge Program funding for Fiscal Year 2026.

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AN ENGINEERING DESIGN SERVICES CONTRACT
WITH BERGMANN FOR THE LAKE LANSING ROAD PROJECT
FROM ABBOT ROAD TO HAGADORN ROAD**

RESOLUTION #23 –

WHEREAS, the Ingham County Road Department has been awarded Highway Safety Improvement Program funding to perform a road diet on Lake Lansing Road from Abbot Road to Hagadorn Road, which includes an intersection reconstruction at Lake Lansing Road, Towar Avenue, and Birch Row Drive in Section 6 of Meridian Township; and

WHEREAS, the Highway Safety Improvement Program provides funding for 80% of construction costs up to a capped amount of \$600,000 for eligible construction items, with the Road Department being responsible for the remaining funding match, design engineering, construction engineering, and right of way costs; and

WHEREAS, the project costs associated with design engineering, right of way, construction engineering, and the local funding match for the Highway Safety Improvement Program are included in the 2023 Road Fund Budget; and

WHEREAS, the City of East Lansing has obtained \$400,000 in funding through various sources, including the Ingham County Regional Trails and Parks Millage Fund, of which a portion can be used for engineering design costs; and

WHEREAS, the City of East Lansing has committed to funding \$50,000 of the engineering design costs for this project, with the remaining portion of the available grant funding to be applied to the construction phase of the project; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-021 to enter into an agreement with Bergmann for a not to exceed fee of \$146,000 for engineering design services related to the Lake Lansing Road Project, of which \$50,000 of the design services fee will be funded by the City of East Lansing; and

WHEREAS, during the design phase for the project, an expanded scope of work became necessary in order to analyze the existing and proposed rain gardens, design a sculpture foundation, and revise the intersection geometry based off stakeholder feedback received at a public meeting; and

WHEREAS, a budget amendment is requested in the amount of \$14,500 for Bergmann to complete the necessary work described herein, for a total revised engineering design services budget of \$160,500 for the overall project, of which \$50,000 of the design services fee will be funded by the City of East Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the engineering design services contract for the Lake Lansing Road Project from Abbot Road to Hagadorn Road with Bergmann located at 7050 West Saginaw Highway, Suite 200, Lansing, MI 48917, in the amount of \$14,500, for the not to exceed fee of \$160,500, of which \$50,000 will be funded by the City of East Lansing.

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 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN ADDITIONAL \$1,000,000 IN HOUSING TRUST FUND FUNDS
AND UP TO \$500,000 FROM THE ELDER SERVICES MILLAGE FUND BALANCE TO
ELIGIBLE EXPENSES THAT EXPAND AND STREAMLINE THE HOMEOWNER
REHABILITATION PROGRAM ADMINISTERED BY CAPITAL AREA HOUSING PARTNERSHIP
AND CAPITAL AREA COMMUNITY SERVICES**

RESOLUTION #23 –

WHEREAS, the Ingham County Board of Commissioners, through Resolution #21-293 allocated up to \$5 million of the first tranche of American Rescue Plan funds received by Ingham County to Capital Area Community Services (CACS) for direct assistance programming for Ingham County residents, from which CACS allocated \$2.2 million to a homeowner rehabilitation program in partnership with Capital Area Housing Partnership (CAHP); and

WHEREAS, the Ingham County Board of Commissioners, through Resolution #22-211, allocated \$9 million of the second tranche of American Rescue Plan funds received by Ingham County to encourage construction, improvement, and maintenance of affordable, accessible, and sustainable housing through the Ingham County Housing Trust Fund; and

WHEREAS, the Elder Services Millage has a significant fund balance; and

WHEREAS, the Ingham County Board of Commissioners desires to distribute all allocated American Rescue Plan and millage funds swiftly, effectively, and equitably while providing critical housing repairs that address substandard or unsafe structural conditions, and increase accessibility for low-and-moderate income and elderly residents of Ingham County; and

WHEREAS, in partnership CACS and CAHP have expended over \$1.6 million of the \$2.2 million of Ingham County ARPA funds allocated to establish the program, resulting in 34 homeowner rehab projects completed over the past 10 months with 77 active projects currently in-progress; and

WHEREAS, the homeowner rehabilitation funding currently available through the Michigan State Housing Development Authority (MSHDA), the Michigan Economic Development Corp. (MEDC), the cities of Lansing and East Lansing, the Tri-County Office on Aging (TCOA), and other public and private agencies often include differing eligibility standards, investment limits, and pay back provisions that can be time-limited and confusing to residents in need; and

WHEREAS, additional funds and coordination will better position CAHP and CACS to administer current and future funding streams, and simplify the process both for individual residents in need of homeowner rehab services and program partners, in order to leverage and maximize the impact on Ingham County residents; and

WHEREAS, funds will be utilized to increase program staffing, expand program publicity, develop clear guidelines, and create a single application process for Ingham County residents; and

WHEREAS, the program will develop consistent qualification and eligibility standards to streamline the program payment process, including but not limited to a \$24,999 limit on total eligible expenses for a single property.

THEREFORE BE IT RESOLVED, that the Board of Ingham County Commissioners approves \$1 million of the funds allocated to the Housing Trust Fund to support the Ingham County Homeowner Rehabilitation Program.

BE IT FURTHER RESOLVED, that up to \$500,000 from the Elder Services fund balance will support the Ingham County Homeowner Rehabilitation Program in 2023.

BE IT FURTHER RESOLVED, that the Treasurer's Office and Controllers Office will work with program administrators at CACS, CAHP, and TCOA to design and implement the single application process and expand the Homeowner Rehabilitation Program utilizing County funds.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary contract documents 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 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH RED GUARD FIRE AND SECURITY
TO REPLACE THE FIRE PANEL AT THE HILLIARD BUILDING**

RESOLUTION #23 –

WHEREAS, the fire panel at the Hilliard Building has outlived its useful life, is obsolete and needs to be replaced; and

WHEREAS, the fire panel controls initiating and signaling devices which includes horns, strobes, and duct detectors and will alarm if the sprinklers are activated; and

WHEREAS, the Facilities Department recommends entering into an agreement with Red Guard Fire & Security who submitted the lowest responsive and responsible proposal of \$28,900 to replace the fire panel at the Hilliard Building; and

WHEREAS, the Facilities Department is requesting a contingency of \$5,000 for any unforeseen circumstances; and

WHEREAS, funds are available in the approved 2023 Public Improvements Fund line item #245-90210-976000-23F05 which has a balance of \$50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Red Guard Fire & Safety, 45150 Polaris Ct., Plymouth, Michigan 48170, to replace the fire panel at the Hilliard Building for an amount not to exceed \$33,900 which includes a \$5,000 contingency.

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 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE PEA GROUP FOR
MONTGOMERY DRAIN ENGINEERING REVIEW**

RESOLUTION #23 –

WHEREAS, Resolution #22-376 provided \$1,000,000 in American Rescue Plan Act (ARPA) funding to the Ingham County Drain Office for the Montgomery Drain Project; and

WHEREAS, one of the requirements of the ARPA funding was for a third-party review of the remaining Montgomery Drain plans to verify their efficacy and need to the successful operation of the project not to exceed \$7,500; and

WHEREAS, the PEA Group is a national engineering firm with Michigan offices that provides ecological consulting for stormwater management and hydraulic analysis; and

WHEREAS, the PEA Group is an engineering firm used by the Drain Commissioner on projects but did not provide engineering or consulting services on the Montgomery Drain; and

WHEREAS, the PEA Group has agreed to perform the review of the remaining Montgomery Drain plans per Resolution #22-376 for an amount not to exceed \$7,500.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves an agreement with the PEA Group to provide a third party review of the remaining Montgomery Drain plans to verify their efficacy and need to the successful operation of the project not to exceed \$7,500.

BE IT FURTHER RESOLVED, that the funding for the review will be provide through ARPA funds.

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 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE POTTER PARK ZOO BOARD

RESOLUTION #23 –

WHEREAS, a vacancy exists on the Potter Park Zoo Board; and

WHEREAS, the Human Services Committee interviewed applicants interested in serving on the Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints:

Caitlin O'Rourke, 720 N. Jenison, Lansing, 48915

to the Potter Park Zoo Board to a term expiring December 31, 2025.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AND APPROVE A RECLASSIFICATION OF ONE
MEDICAL DIRECTOR IN THE HEALTH DEPARTMENT TO THE POSITION OF
MEDICAL HEALTH OFFICER**

RESOLUTION #23 –

WHEREAS, the Board of Commissioners appoints the Health Officer for the Health Department, with the concurrence of the Michigan Department of Health and Human Services Local Public Health Services; and

WHEREAS, Linda Vail recently retired as Health Officer; and

WHEREAS, in Resolution #22-547, the Board of Commissioners appointed current Medical Director Adenike Shoyinka, M.D., as Health Officer; and

WHEREAS, the Michigan Department of Health and Human Services Local Public Health Services has approved the appointment of Adenike Shoyinka, M.D. as Health Officer; and

WHEREAS, under PA 368 of 1978, Michigan law creates the position of Health Officer as the administrator of the Health Department; and

WHEREAS, PA 368 of 1978 also provides for a medical health officer, where an individual who is qualified as a Medical Director may serve as both the Health Department administrator and a Medical Director; and

WHEREAS, Dr. Adenike Shoyinka is qualified as a Medical Director; and

WHEREAS, Dr. Adenike Shoyinka, as the Health Officer, has reviewed the structure of the Department and has proposed to combine the position of Health Officer with the position of one Medical Director, resulting in the reclassification of one Medical Director position to the position of Medical Health Officer; and

WHEREAS, the proposed reclassification has been evaluated by the Human Resources Department which concurs with the recommendations that are contained in this resolution; and

WHEREAS, the compensation for the Medical Director position is currently classified at the top grade, Grade G, of the 2023 Managerial & Confidential wage scale; and

WHEREAS, the reclassification of the Medical Director position to the position of Medical Health Officer results in the recommendation that the Medical Health Officer position be classified at Grade I, necessitating the addition of two grades to the top of the current 2023 Managerial & Confidential wage scale as follows:

MC H	O3H	\$111.62	\$116.83	\$122.28	\$127.99	\$134.01
		\$232,159.54	\$243,000.93	\$254,349.31	\$266,227.06	\$278,739.73

MC I	03I	\$122.78	\$128.51	\$134.51	\$140.79	\$147.41
		\$255,375.49	\$267,301.02	\$279,784.24	\$292,849.77	\$306,613.70

and

WHEREAS, no additional funds are required to implement the proposed change.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes and approves combining the position of Health Officer with the position of one Medical Director, resulting in the reclassification of one Medical Director position to the position of Medical Health Officer, effective February 18, 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes and approves the addition of two grades, MC H and MC I, to the top of the current 2023 Managerial & Confidential wage scale.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby appoints Dr. Adenike Shoyinka, M.D. to the position of Medical Health Officer with compensation set at MC Grade I, step 5, effective February 18, 2023.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

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

Nays: None **Absent:** None **Approved 03/21/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES
TRUST FUND GRANT FOR BURCHFIELD – RIVERBEND NATURAL AREA**

RESOLUTION #23 –

WHEREAS, the Parks and Recreation Commission supports the resubmission of a grant application to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Burchfield – Riverbend Natural Area; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for the 2023 grant cycle through April 1, 2023; and

WHEREAS, a public meeting was held on March 13, 2023 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a total financial commitment to the project in the amount \$210,000 for a local match; and

WHEREAS, Resolutions #20-562, #21-164, and #22-107 authorized \$110,000 for this project previously in line item 228-62800-967000-TR090; and

WHEREAS, an additional \$100,000 is needed for the local match from the Trails and Parks fund balance; and

WHEREAS, the parks are utilizing these funds to reapply to the Michigan Department of Natural Resources for the 2023 grant cycle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the submission of a Trust Fund grant application for \$300,000 for park and accessibility improvements at Burchfield – Riverbend Natural Area, further resolves to make available its financial obligation amount of \$110,000, approved previously by Resolutions #20-562, #21-164, and #22-107, and authorizes an additional \$100,000 from the Trails and Parks Millage Fund Balance for a total of \$210,000.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer
Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY2023 CHILD AND ADOLESCENT HEALTH CENTER
PLANNING FUNDS**

RESOLUTION #23 –

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to accept one-time planning funds from the Michigan Department of Health and Human Services (MDHHS) Child and Adolescent Health Center (CAHC) Program, effective March 1, 2023 through September 30, 2023 in an amount not to exceed of \$95,782; and

WHEREAS, these funds will be used to complete planning activities necessary to launch a new health center with East Lansing Public Schools (ELPS); and

WHEREAS, CAHC programs currently exist at ICHD's Sexton, Eastern, and Willow CHCs; and

WHEREAS, the one-time financial impact will be \$95,782; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting one-time planning funds from the MDHHS CAHC Program, effective March 1, 2023 through September 30, 2023 in an amount not to exceed \$95,782.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the acceptance of one-time planning funds from the MDHHS CAHC Program, effective March 1, 2023 through September 30, 2023 in an amount not to exceed \$95,782.

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

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
CAMERON LEADERSHIP CONSULTING, LLC**

RESOLUTION #23 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Cameron Leadership Consulting (CLC), LLC for public health leadership consulting services effective upon approval through June 30, 2023 in an amount not to exceed \$24,500; and

WHEREAS, ICHD wishes to utilize \$24,500 of funding from the Michigan Department of Health and Human Services (MDHHS) FY 2022-2023 Emerging Threats agreement for these contractual services; and

WHEREAS, MDHHS awarded ICHD \$179,751 through the FY 2022/2023 Emerging Threats agreement, with intentions that the funding would be utilized for workforce development efforts; and

WHEREAS, under this agreement, CLC will provide public health leadership training to approximately 30-40 ICHD employees; and

WHEREAS, these services will be provided to aspiring ICHD leaders, new ICHD leaders, and experienced ICHD leaders to provide well-rounded leadership development training for employees in different operating capacities; and

WHEREAS, this agreement was deemed necessary by ICHD's Workforce Development Committee in order to advance the development of the health department's workforce; and

WHEREAS, no additional utilization of funding is required or proposed; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement for contractual services with CLC, LLC for leadership development in an amount not to exceed \$24,500, effective upon approval through June 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement for contractual services with CLC, LLC for leadership development in an amount not to exceed \$24,500, effective upon approval through June 30, 2023.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any contracts for the provision of contractual services, after review by the county attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer
Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TCB CONSULTING, LLC

RESOLUTION #23 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into contract with TCB Consulting, LLC in an amount not to exceed \$12,450 effective January 30, 2023 through September 30, 2023; and

WHEREAS, this agreement will support implicit bias training, “train the trainer” meetings, and a “Beyond Bias” curriculum; and

WHEREAS, all professions licensed or registered under the Michigan Public Health Code, except for veterinary medicine, are required to take implicit bias training effective June 2022, per the State of Michigan’s Licensing and Regulatory Affairs (LARA); and

WHEREAS, ICHD employs approximately 150 licensed staff currently required to take implicit bias training; and

WHEREAS, ICHD deems that professional development in health equity and social justice by all staff is beneficial to our mission; and

WHEREAS, ICHD’s mission includes delivering services “by an ethical, well-trained workforce, comprised of public servants in the most effective and collaborative way possible;” and

WHEREAS, prior to the COVID-19 pandemic, ICHD had established a strong tradition of offering robust Health Equity and Social Justice (HESJ) Workshops and facilitated discussions for both staff and the community; and

WHEREAS, this contract will be fully paid for with funds from the HESJ Budget; and

WHEREAS, TCB Consulting LLC understands ICHD, and understands Ingham County, through previous work with the County’s Diversity, Equity and Inclusion Director, Safe Space Advocates, and Ingham’s Health Equity Council; and

WHEREAS, TCB Consulting LLC has the tools and expertise to work with the HESJ Coordinator to develop implicit bias training, “train the trainer” meetings, and a “Beyond Bias” curriculum; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with TCB Consulting, LLC in an amount not to exceed \$12,450 effective January 30, 2023 through September 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with TCB Consulting, LLC in an amount not to exceed \$12,450 effective January 30, 2023 through September 30, 2023.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH DU-ALL CLEANING INC. FOR
CLEANING SERVICES AT THE INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #23 –

WHEREAS, the Ingham County Fairgrounds hosts multiple events annually in support of the Ingham County Board of Commissioners strategic goals to provide recreational activities offered to the community; and

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

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

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and Fair Board both concur that a contract be awarded to Du-All Cleaning Inc. who submitted the most qualified bid in the amount of \$145 per cleaning for as-needed cleaning services in contract year one, \$149 in contract year two, and \$153 in contract year three at the Ingham County Fair Community Hall; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2023 operation budget account numbers account 56176013-818000; and

WHEREAS, it is also necessary to hire a contractor to complete the cleaning and disinfecting of the various restrooms on the Fairgrounds during Fair week; and

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and the Fair Board both concur that the contract be awarded to Du-All Cleaning Inc. who submitted the most qualified bid in the amount of \$11,664 in contract year one, \$11,880 in contract year two, and \$12,096 in contract year three to maintain the cleanliness of the six restrooms on the grounds during Fair Week; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2023 operation budget account numbers account 56176014-818000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the awarding of a contract to Du-All Cleaning Inc. for three years effective the date of execution for as needed cleaning services of at the Community Hall and for Fair Week.

BE IT FURTHER RESOLVED, the fee will be \$145 per cleaning of the Community Hall in year one, \$149 per cleaning in year two and \$153 per cleaning in year three.

BE IT FURTHER RESOLVED, the cost during Fair week will be \$11,664 during contract year one, \$11,880 in contract year two and \$12,096 in contract year three.

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.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH NOISE NEW MEDIA, LLC FOR
ADVERTISING SERVICES FOR THE INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #23 –

WHEREAS, the Ingham County Board of Commissioners approved Resolution #20-384 authorizing a contract with Debbi Katz Productions to produce a Halloween-themed event called Jack O' Lanterns Unleashed at the Fairgrounds; and

WHEREAS, it is necessary to implement new advertising strategies for the event in order to realize growth; and

WHEREAS, Noise New Media, LLC is an experienced advertising company which specializes in digital advertising for Fairgrounds; and

WHEREAS, the fee for hiring Noise New Media, LLC is \$1 per online ticket sold with a guaranteed minimum fee of \$2,500; and

WHEREAS; the \$1 fee per ticket can be passed along to the consumer and therefore not impact the advertising budget; and

WHEREAS, if necessary to meet the guaranteed minimum payment due in the amount of \$2,500, the funds have been budgeted and approved in the 2023 operation budget account number 56176013-901000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the awarding of a contract to Noise New Media, LLC for two years effective the date of execution for advertising services for the Ingham County Fairgrounds.

BE IT FURTHER RESOLVED, that Noise New Media, LLC fee is \$1 per online ticket sold with a guaranteed minimum fee of \$2,500.

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.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer
Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ACCEPTANCE AND ADOPTION OF THE
2023 TRI-COUNTY HAZARD MITIGATION PLAN UPDATE**

RESOLUTION #23 –

WHEREAS, Ingham County, with Eaton and Clinton counties, previously accepted the 2018 Pre-Disaster Mitigation Grant (Resolution #20-438) to update the Tri-County Hazard Mitigation Plan; and

WHEREAS, Ingham County contracted with Tidal Basin Group and Adjusters International for consulting services to update the Tri-County Hazard Mitigation Plan (Resolution #21-338); and

WHEREAS, the counties and communities in the Tri-County Region of Clinton, Eaton, and Ingham counties have gathered information and prepared an update to the 2015 Tri-County Hazard Mitigation Plan; and

WHEREAS, the 2023 Tri-County Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000 and Title 44 Code of Federal Regulations (CFR), Part 201; and

WHEREAS, the 2023 Tri-County Hazard Mitigation Plan has been approved by the Michigan State Police Homeland Security and Emergency Management Division and “approved pending adoption” by the Federal Emergency Management Agency (FEMA); and

WHEREAS, Title 44 CFR, Chapter 1, Part 201.6(c)(5) requires each local government participating in the preparation of a Multi-Jurisdictional Mitigation Plan or Plan Update to accept and adopt such plan; and

WHEREAS, Ingham County has reviewed the 2023 Tri-County Hazard Mitigation Plan Update, has found the document to be acceptable, and as a local unit of government, has afforded its citizens an opportunity to comment and provide input regarding the Plan Update and the actions included in the Plan; and

WHEREAS, Ingham County will consider the 2023 Tri-County Hazard Mitigation Plan Update during the implementation and updating of local planning mechanisms, and will incorporate the hazard assessment data, hazard vulnerabilities, and mitigation actions in these mechanisms, where applicable.

THEREFORE BE IT RESOLVED, that County of Ingham, as a participating jurisdiction, adopts the 2023 Tri-County Hazard Mitigation Plan Update.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer
Nays: None **Absent:** None **Approved 03/16/2023**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF A 2023 FORD EXPLORER
FOR THE SHERIFF'S OFFICE**

RESOLUTION #23 –

WHEREAS, the Ingham County Sheriff's Office has a fleet of patrol vehicles used for calls for service, traffic enforcement, transportation, and service to the community; and

WHEREAS, Michigan Municipal Risk Management Authority determined Vehicle 56, VIN 1fm5k8ar9hgd25059, a fully marked 2017 Ford Explorer was a total loss after it was crashed on September 9, 2022; and

WHEREAS, Michigan Municipal Risk Management Authority paid Ingham County \$18,500 as the insurance settlement for Vehicle 56; and

WHEREAS, the Ingham County Sheriff's Office would like to purchase and equip a 2023 Ford Explorer for \$60,225.84 to replace Vehicle 56; and

WHEREAS, the vehicle will be purchased from Lunghamer Ford (previously Signature Ford), 1960 E. Main St. Owosso, MI 48867, for \$46,610 and the emergency equipment and installation will be purchased for Mid-Michigan Emergency Equipment, 6426 Savanna Way, Holt, MI 48842 for \$13,615.84; and

WHEREAS, the replacement of Vehicle 56 is necessary to maintain a modern vehicle fleet; and

WHEREAS, the remaining amount of \$41,725.84 shall be deducted from county contingency funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of a 2023 Ford Explorer plus emergency equipment and installation in the amount of \$60,225.84, to be funded by \$18,500 in insurance funds and \$41,725.84 from the 2023 contingency account.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2023 Sheriff's Office budget consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary 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 03/16/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 03/22/2023**

LATE PETITIONS AND COMMUNICATIONS

AN EMAIL FROM [KEVEN KIEFER](#) RESIGNING FROM THE INGHAM COUNTY HOUSING COMMISSION

A RESOLUTION FROM THE [TUSCOLA COUNTY](#) BOARD OF COMMISSIONERS TO OPPOSE THE CAMP GRAYLING EXPANSION

SUBSTITUTE RESOLUTIONS

RESOLUTION TO AUTHORIZE A CONTRACT WITH [DU-ALL CLEANING INC.](#) FOR CLEANING SERVICES AT THE INGHAM COUNTY FAIRGROUNDS

Becky Bennett

From: Keven Kiefer <keven@krimson.com>
Sent: Friday, March 17, 2023 10:21 AM
To: Becky Bennett
Subject: Housing Commission Resignation - Kiefer

Good Morning Becky,

Please accept this email as my formal resignation from the Ingham County Housing Commission, effective April 30th. If you are able to fill my seat prior to April 30th, I will gladly step down sooner.

Regards,
Keven Kiefer

TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street
Suite 500
Caro, MI 48723

Telephone: 989-672-3700
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 16th day of March 2023, with the meeting called to order at 8:00 a.m.

Commissioners Present: *Kim Vaughan, Bill Fritz, Matt Koch*

Commissioners Absent: *Thomas Young, Thomas Bordwell*

The following resolution was offered by Commissioner *Koch*,
seconded by Commissioner *Fritz*.

TUSCOLA COUNTY BOARD OF COMMISSIONERS RESOLUTION #2023-03 Resolution to Oppose the Camp Grayling Expansion

WHEREAS, Camp Grayling is asking for a 20-year lease of additional land, from the people of Michigan through the Michigan DNR for Military Training Activities, significantly expanding the current area used for this purpose in northern Michigan.

WHEREAS, Northern Michigan relies on the recreational opportunities presented by their beautiful rich forests, pristine rivers, and open farmlands and the people of Northern Michigan want to retain what is left of its rustic and natural outdoor playground atmosphere, for the enjoyment of its citizens and visitors.

WHEREAS, the Proposed Expansion will disrupt the peaceful enjoyment of the Natural Resources owned by the people of Michigan, reduce the effectiveness of the "PURE MICHIGAN Campaign," reduce tourism dollars to community businesses, and create even more hardships for its citizens.

WHEREAS, the Michigan National Guards usages of our public land has already created contamination of the areas ground water and has already been poisoning citizens for years without giving the community a plan for cleanup.

WHEREAS, the proposal increases use within the Manistee, Muskegon and AuSable River watersheds, thus increasing the possibility of contamination in the Great Lakes; since the Manistee and Muskegon Rivers both flow into Lake Michigan. The AuSable River flows into Lake Huron.

WHEREAS, the unnatural noise level of training is tolerated currently, any expansion of the ground and air usage will create a much larger distraction from the serenity of PURE MICHIGAN, driving away citizens and visitors that love their community and the peaceful enjoyment of nature.

WHEREAS, the proposed expansion of Camp Grayling onto DNR lands does not support the Mission Statement of the Michigan Department of Natural Resources: "We are committed to the conservation, protection, management, use and enjoyment of the state's natural and cultural resources for current and future generations."

NOW THEREFORE, BE IT RESOLVED, that the Tuscola County Board of Commissioners hereby opposes the proposed expansion of Camp Grayling.

BE IT FURTHER RESOLVED, that the Tuscola County Board of Commissioners directs the Clerk to forward a copy of this resolution to Shannon Lott, Director of the Michigan Department of Natural Resources, this Counties State Senator and State Representative, and Governor Gretchen Whitmer.

This Resolution was offered by Commissioner Koch; supported by Commissioner Fritz

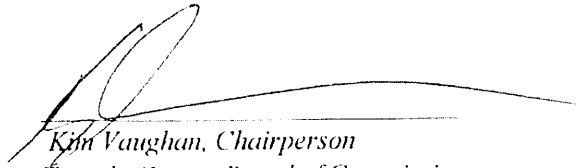
Ayes: Fritz, Koch, Vaughan

Nays: None

Absent: Young, Bardwell


Resolution declared approved dated this 16th day of March, 2023.

Date March 16, 2023


Kim Vaughan, Chairperson
Tuscola County Board of Commissioners

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of an agreement approved by the Board of Commissioners at a regular meeting on March 16, 2023.

Date March 16, 2023


Jodi Fetting
Tuscola County Clerk, CCO

**SUBSTITUTE - MARCH 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 DU-ALL CLEANING INC. FOR CLEANING
SERVICES AT THE INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #23 –

WHEREAS, the Ingham County Fairgrounds hosts multiple events annually in support of the Ingham County Board of Commissioners strategic goals to provide recreational activities offered to the community; and

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

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

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and Fair Board both concur that a contract be awarded to Du-All Cleaning Inc. who submitted the most qualified bid in the amount of \$145 per cleaning for as-needed cleaning services in contract year one, \$149 in contract year two, and \$153 in contract year three at the Ingham County Fair Community Hall; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2023 operation budget account numbers account 56176013-818000; and

WHEREAS, it is also necessary to hire a contractor to complete the cleaning and disinfecting of the various restrooms on the Fairgrounds during Fair week; and

WHEREAS, after careful review of the bids, the Fairgrounds Events Director and the Fair Board both concur that the contract be awarded to Du-All Cleaning Inc. who submitted the most qualified bid in the amount of \$11,664 in contract year one, \$11,880 in contract year two, and \$12,096 in contract year three to maintain the cleanliness of the six restrooms on the grounds during Fair Week; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2023 operation budget account numbers account 56176014-818000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the awarding of a contract to Du-All Cleaning Inc. for three years effective the date of execution for as needed cleaning services of at the Community Hall and for Fair Week.

BE IT FURTHER RESOLVED, the fee will be \$145 per cleaning of the Community Hall in year one, \$149 per cleaning in year two and \$153 per cleaning in year three.

BE IT FURTHER RESOLVED, the cost during Fair week **to maintain the cleanliness of the six restrooms on the grounds** will be \$11,664 during contract year one, \$11,880 in contract year two and \$12,096 in contract year three.

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.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Pawar, Schafer

Nays: None **Absent:** Ruest **Approved 03/20/2023**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Peña, Johnson, Maiville

Nays: None **Absent:** Tennis **Approved 03/22/2023**