

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>

FEBRUARY 13, 2024

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **JANUARY 23, 2024**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. A NOTICE OF PUBLIC HEARING COMMENT PERIOD AND PUBLIC HEARING ON THE **EATON COUNTY MASTER PLAN**
 2. A LETTER FROM **COMMISSIONER TRUBAC** RESIGNING FROM THE POTTER PARK ZOO BOARD AND THE PARKS AND RECREATION COMMISSION
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 3. COUNTY SERVICES COMMITTEE – RESOLUTION MAKING **APPOINTMENTS** TO THE HISTORICAL COMMISSION
 4. COUNTY SERVICES COMMITTEE – RESOLUTION MAKING AN **APPOINTMENT** TO THE WOMEN’S COMMISSION
 5. COUNTY SERVICES COMMITTEE – RESOLUTION TO SET A **PUBLIC HEARING** ON REPAIR ALTERNATIVES FOR LAKE LANSING LEVEL CONTROL STRUCTURE
 6. COUNTY SERVICES COMMITTEE – RESOLUTION OF COMMITMENT AND SUPPORT FOR THE **BRIDGE INVESTMENT PROGRAM** GRANT FOR THE MICHIGAN DEPARTMENT OF TRANSPORTATION STATEWIDE LOCAL AGENCY BRIDGE BUNDLE PROGRAM

7. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING [JAMES HUDGINS, JR.](#) ON THE EVENT OF HIS RETIREMENT
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE HOUSING TRUST FUND (HTF) COMMITTEE TO UPDATE AND ADMINISTER [DOWN PAYMENT ASSISTANCE](#) PROGRAM, AS NEEDED
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-492](#) AUTHORIZING COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING IMPROVING LOCAL LIVABILITY PROGRAM APPLICATION
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE A [CONTINGENCY FUND](#) FOR HOUSING TRUST FUND COMPETITIVE GRANT PROJECTS
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO CHANGE THE [SITE](#) OF A HOUSING TRUST FUND PROJECT
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO CREATE A HOUSING TRUST FUND [GRANTS ADMINISTRATOR](#) POSITION IN THE TREASURER’S OFFICE
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [FACILITIES 360](#) FOR CARPET CLEANING SERVICES AT SEVERAL INGHAM COUNTY FACILITIES
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE RENEWAL OF SUPPORT FROM [CORE TECHNOLOGY](#)
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR [HOT MIX ASPHALT MIXTURES](#)
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR [EMULSIFIED ASPHALTS](#)
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE FUNDING FOR [BROADBAND STATE MAPPING](#) CHALLENGE CITIZEN OUTREACH
18. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #22-559](#) APPROVING AGREEMENTS WITH COMMUNITY MENTAL HEALTH AND LJ TRUMBLE BUILDERS, LLC., FOR THE RENOVATIONS TO FAMILIES FORWARD SPACE AT THE HUMAN SERVICES BUILDING
19. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-542](#) APPROVING THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES SPACE RENOVATIONS AT THE HUMAN SERVICES BUILDING
20. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT A GRANT FOR THE DEVELOPMENT OF A [SUSTAINABILITY ACTION PLAN](#)

21. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [RESCIND RESOLUTION #23-543](#) AND REBID THE DECONSTRUCTION OF THE HOOP HOUSE
22. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN [AMENDMENT](#) TO THE PARKS DEPARTMENT 2024 CAPITAL IMPROVEMENT BUDGET
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT FUNDS FROM [DELTA DENTAL FOUNDATION](#) TO PURCHASE NEW DENTAL OPERATORY CHAIRS FOR FOREST COMMUNITY HEALTH CENTER
24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-268](#) WITH EPIVIDIAN TO INCLUDE CHORUS DATA ANALYTICS SERVICES FOR HIV DISEASE MANAGEMENT
25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE STATE OF MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS TO ACCEPT THE 2024 MICHIGAN [MARIHUANA OPERATION AND OVERSIGHT GRANT](#)
26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE [NURSE FAMILY PARTNERSHIP NATIONAL SERVICE OFFICE](#)
27. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [AMENDMENT #2](#) TO THE 2023–2024 MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT
28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-058](#) WITH WALGREENS TO ADD PHARMACY #15438, PHARMACY #15443, PHARMACY #16280, AND PHARMACY #16287 TO THE 340B DISCOUNT PROGRAM
29. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-582](#) WITH NEXTGEN® HEALTHCARE INFORMATION SYSTEMS, INC. TO PURCHASE THE MEDICATION INVENTORY CONTROL SYSTEM SOLUTION
30. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [TRI COUNTY OFFICE ON AGING](#) FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES
31. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO APPROVE REACTIVATION OF LAW ENFORCEMENT POSITION FOR [VILLAGE OF WEBBERVILLE](#) COVERING CURRENT AND FUTURE SERVICE AGREEMENTS
32. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT BETWEEN THE INGHAM COUNTY SHERIFF’S OFFICE AND [STRYKER](#) TO PURCHASE AUTOMATED EXTERNAL DEFIBRILLATORS

33. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PROJECT AGREEMENT WITH [BLUEWATER TECHNOLOGIES](#) TO UPGRADE EMERGENCY OPERATIONS CENTER TECHNOLOGY
34. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-429](#) TO INCREASE PER DIEM RATES FOR VARIOUS RESIDENTIAL PLACEMENTS
35. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT WITH VARIOUS [RESIDENTIAL PLACEMENTS](#)
36. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [RESOLUTION SERVICES CENTER](#) OF CENTRAL MICHIGAN TO SUPPORT SMALL CLAIMS WORK
37. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #23-244](#) TO REFLECT THE AWARDED FUNDING AMOUNTS FROM THE STATE GRANT UNDER PA511 FOR FY 2023-2024 FOR VARIOUS PROGRAMMING WITH SUBCONTRACTORS OUTLINED HEREIN

- XII. SPECIAL ORDERS OF THE DAY
- XIII. PUBLIC COMMENT
- XIV. COMMISSIONER ANNOUNCEMENTS
- XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVI. ADJOURNMENT

THE COUNTY OF INGHAM WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS INTERPRETERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING FOR THE VISUALLY IMPAIRED, FOR INDIVIDUALS WITH DISABILITIES AT THE MEETING UPON FIVE (5) WORKING DAYS NOTICE TO THE COUNTY OF INGHAM. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF INGHAM IN WRITING OR BY CALLING THE FOLLOWING: INGHAM COUNTY BOARD OF COMMISSIONERS, P.O. BOX 319, MASON, MI 48854, 517-676-7200.

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

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

JANUARY 23, 2024 REGULAR MEETING

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

Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>
January 23, 2024

CALL TO ORDER

Vice-Chairperson Trubac called the January 23, 2024 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, Peña, Polsdofer, Schafer, Tennis, Trubac, and Pawar.

Members Absent: Ruest and Sebolt.

A quorum was present.

PLEDGE OF ALLEGIANCE

Vice-Chairperson Trubac asked Scott Wriggelsworth, Ingham County Sheriff, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Vice-Chairperson Trubac asked those present for a moment of meditation and reflection.

APPROVAL OF THE MINUTES

Commissioner Maiville moved to approve the minutes of the December 12, 2023 and January 3, 2024 meetings. Commissioner Morgan supported the motion.

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

ADDITIONS TO THE AGENDA

Vice-Chairperson Trubac stated, without objection, the following substitute resolutions would be added:

20. RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FROM TR081 TO TR061 FOR THE EMERGENCY PURCHASE OF ASBESTOS ABATEMENT AT LAKE LANSING PARK SOUTH RESTROOM
21. RESOLUTION TO ADOPT FEES FOR FOOD TRUCK VENDORS THAT PARTICIPATE IN COUNTY SPONSORED EVENTS AT THE INGHAM COUNTY PARKS
26. RESOLUTION TO AUTHORIZE SUBCONTRACTS AWARDING 13 MINI- GRANTS TO ADDRESS COVID-19 RELATED INEQUITIES AND RISK FACTORS AMONG BLACK, INDIGENOUS AND PEOPLE OF COLOR

JANUARY 23, 2024 REGULAR MEETING

27. RESOLUTION TO AUTHORIZE COVID-19 REGIONAL HEALTH EQUITY COUNCIL BACKBONE ORGANIZATION GRANT SUBAGREEMENTS WITH THE CAPITAL AREA HEALTH ALLIANCE AND TCB CONSULTING, LLC
30. RESOLUTION TO AUTHORIZE CONTRACTS FOR LAWYER GUARDIAN AD LITEM REPRESENTATION

PETITIONS AND COMMUNICATIONS

A LETTER FROM JENNIFER MALINOWSKI RESIGNING FROM THE INGHAM COUNTY ANIMAL CONTROL ADVISORY BOARD. Vice-Chairperson Trubac stated that this matter would be accepted with regret and placed on file.

AN EMAIL FROM JACQUELYN LIEBNER RESIGNING FROM THE INGHAM COUNTY OPIOID LITIGATION PANEL. Vice-Chairperson Trubac stated that this matter would be accepted with regret and placed on file.

A LETTER FROM LANSING CITY MAYOR ANDY SCHOR RECOMMENDING THE APPOINTMENT OF RAWLEY VAN FOSSEN TO THE LAND BANK BOARD TO REPRESENT THE CITY OF LANSING. Vice-Chairperson Trubac stated that this matter would be placed on file.

LIMITED PUBLIC COMMENT

Commissioner Johnson presented the Resolution Recognizing the Alpha Phi Alpha Fraternity, Inc. Kappa Delta Lambda Chapter that was adopted at the January 3, 2024 Board of Commissioners meeting to the Alpha Phi Alpha Fraternity Inc. Kappa Delta Lambda Chapter. Commissioner Johnson further read from the resolution.

Johnathan Whorton, Alpha Phi Alpha Fraternity Inc. Kappa Delta Lambda Chapter President, thanked the Board of Commissioners for allowing them to be recognized. Whorton further stated the organization was service-oriented and did not do what they did for the awards and accolades, but receiving such was truly heartfelt.

Whorton stated the fraternity had been in the Lansing community for over 52 years with the goal to serve and uplift the community. Whorton further thanked the Board of Commissioners on behalf of all of their brothers.

Vice-Chairperson Trubac stated they understood from Barb Byrum, County Clerk, that the organization also provided a great voter registration program, which was greatly appreciated. Vice-Chairperson Trubac further thanked the organization for their service to the community.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

JANUARY 23, 2024 REGULAR MEETING

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items, with the exception of Agenda Items Nos. 3, 11, 13, 14, 15 and 26. Commissioner Peña supported the motion.

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

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

Items voted on separately are so noted in the minutes.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 2**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION #24 – 002

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

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

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2024 as “Black History/Cultural Diversity Month” in Ingham County.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**JANUARY 23, 2024
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION RE-ESTABLISHING A ROADWAYS SUBCOMMITTEE

RESOLUTION #24 –

WHEREAS, Resolution #19-078 established a Roadways Subcommittee which was later dissolved per Resolution #20-006; and

WHEREAS, the Ingham County Road Department has an annual budget expenditure of over \$38 million and maintain approximately 1,250 miles of roads and 68 bridges within the County; and

WHEREAS, to better serve the residents of Ingham County, the Board of Commissioners would like to re-establish a permanent Roadways Subcommittee, to closely review road projects, funding and potential road issues or concerns within the Road Department service area; and

WHEREAS, the Roadways Subcommittee, will be a subcommittee of the County Services Committee and shall be appointed on an annual basis; and

WHEREAS, the Roadways Subcommittee will meet as needed and will forward their recommendations to the County Services Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby re-establishes a Roadways Subcommittee consisting of up to 5 members of the County Services Committee.

BE IT FURTHER RESOLVED, that additional, County Commissioners may be appointed to the Roadways Subcommittee as non-voting members.

BE IT FURTHER RESOLVED, that appointments to the Roadways Subcommittee shall be made annually.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

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

Commissioner Peña provided a brief overview of the resolution and the discussion that had taken place at the County Services Committee meeting on January 16, 2024.

Commissioner Celentino stated this was passed at the County Services Committee meeting, but Commissioner Sebolt had requested that this resolution be tabled to provide the Board of Commissioners the ability to review

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and discuss during the Board Leadership meeting on February 8, 2024 since the Roadways Subcommittee would be opened up to the full Board of Commissioners.

Commissioner Celentino moved to table the resolution. Commissioner Morgan supported the motion.

The motion to table the resolution carried unanimously. Absent: Commissioners Ruest and Sebolt.

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**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 4**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION

RESOLUTION #24 – 003

WHEREAS, the Capital Area United Way (CAUW) coordinates a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate income citizens; and

WHEREAS, the VITA effort has successfully assisted thousands of low and moderate income taxpayers and helped achieve annual refunds of almost \$4 million dollars, including substantial amounts from the Earned Income Tax Credit; and

WHEREAS, these efforts continue to need a coordinator position hosted and administered by the United Way; and

WHEREAS, the request for this base funding is being made to the Counties of Clinton, Eaton, and Ingham; and

WHEREAS, these efforts assist the economic condition of low and moderate income citizens and income tax refunds to this group of citizens facilitates payment of delinquent property taxes owed to Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding for the CAUW's VITA coordination efforts in 2024 of \$20,000 from the Delinquent Tax Administration fund (516-25601).

BE IT FURTHER RESOLVED, that the County Controller/Administrator is directed to make all necessary budget adjustments consistent with this resolution to strengthen the capacity within Ingham County for low and moderate income tax preparation assistance and asset building.

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

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

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 5**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT AN INGHAM COUNTY CITIZEN PARTICIPATION PLAN FOR
MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

RESOLUTION #24 – 004

WHEREAS, the Ingham County Board of Commissioners authorized through Resolution #23-492 submission of an application to the Michigan State Housing Development Authority (MSHDA) for the Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program, resulting in a reservation of up to \$500,000 of program funds requested; and

WHEREAS, the Ingham County Board of Commissioners adopted MSHDA's Citizen Participation Plan through Resolution #23-493 upon application for CHILL Program funds; and

WHEREAS, prior to receiving program funds, Ingham County must develop and adopt a Citizen Participation plan to meet the citizen participation requirements under 24 CFR Part 570.486 (a); and

WHEREAS, at minimum, this citizen participation plan must include provisions that:

- encourage citizen participation, particularly low-and-moderate income persons in the proposed areas funds are to be used;
- ensure residents will be given reasonable notice and timely access to local meetings including a minimum of two public hearings for the purpose of gathering public input on proposals/projects supported by CDBG funds;
- furnish citizens with relevant information on the proposed use of CDBG funding; and
- identify a process for complaints and grievances.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby adopt the attached Ingham County Citizen Participation Plan.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is also authorized to sign any documents necessary to meet the requirements of citizen participation after approval as to form by the County Attorney if deemed necessary.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

INGHAM COUNTY CITIZEN PARTICIPATION PLAN CDBG Housing Improving Local Livability Program JANUARY 2024

1. Ingham County will provide citizens with reasonable notice and opportunity to comment on the CDBG Housing Improving Local Livability (CHILL) Program grant application and any substantial amendments. Reasonable and timely notice [at least 5 days] will be given through a public notice in a newspaper(s) with general circulation. The notice will clearly provide the name and address of the person responsible for receiving these comments. Reasonable notice will be given to the public for non-substantial amendments by a direct mailing to current program participants and by request to other interested parties. A minimum of two public hearings will be held for the purpose of obtaining resident's views and responses to the program.
2. Citizens will be encouraged to participate, and the following information will be furnished:
 - a. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - b. The range of activities that may be undertaken with the CDBG funds;
 - c. The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and
 - d. The proposed CDBG activities likely to result in displacement, if any, and the County's anti-displacement and relocation plans.
3. Ingham County will consider any comments or views of citizens received in writing, if any, in preparing any substantial amendment to the CDBG CHILL Program. A summary of these comments shall be attached to the substantial amendment to the Program.
4. Residents will be given reasonable and timely access to local meetings, consistent with accessibility and reasonable accommodation requirements in accordance with Section 504 of the Rehabilitation Act of 1973 and the regulations at 24 CFR part 8, and the Americans with Disabilities Act and the regulations at 28 CFR parts 35 and 36, as applicable, as well as information and records relating to the unit of local government's proposed and actual use of CDBG funds.
5. All public meetings will be publicized and conducted according to the requirements of the Michigan Open Meetings Act, Public Act 267 of 1976, MCL 15.261 – 15.275.

Performance Reports

1. Citizens shall be provided with a reasonable notice and opportunity to comment on program performance as required by the CDBG CHILL Program. Reasonable notice shall be given in the form of an announcement in one or more newspapers of general public circulation.
2. Ingham County shall consider any comments received in writing or orally when preparing the performance report. A summary of these comments shall be attached to the performance report.

Availability to the Public

The CDBG CHILL Program grant proposal, as authorized by the Ingham County Board of Commissioners, and any substantial amendments and performance reports shall be available to the public, including the availability of materials in a form accessible to persons with disabilities, upon request. These documents shall be available upon request to members of the general public through the Treasurer's Office, 341 S. Jefferson, P.O. Box 215, Mason, MI 48854 or by email: treasurer@ingham.org.

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Access to Records

The County shall provide citizens, public agencies, and other interested parties with reasonable and timely access to the County's use of assistance under the program. All program records will be available to the public through the procedures of the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231 – 15.246.

Complaints

Ingham County shall provide a timely, written response to every citizen complaint or grievance, within 15 working days where practicable, to complaints received from citizens on the CDBG CHILL Program. Complaints can be address to The Treasurer's Office, 341 S. Jefferson, P.O. Box 215, Mason, Michigan, 48854; or by phone to (517) 676-7220; or by email at treasurer@ingham.org. Hours of operation are Monday through Friday, 8:00 a.m. to 5:00 p.m.

Use of the Citizen Participation Plan

Ingham County assures that it will follow this Citizen Participation Plan.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 6**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE POLICIES AND PROCEDURES FOR AFFORDABLE HOUSING
DEVELOPMENT GAP SUBSIDY GRANTS FOR NEW CONSTRUCTION AND REHAB PROJECTS
UTILIZING HOUSING TRUST FUND DOLLARS**

RESOLUTION #24 – 005

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

WHEREAS, the Board, in Resolution #23-276, authorized \$2,000,000 through agreements with six (6) local developers, contractors, or nonprofit organizations for high density housing development projects selected for funding through the HTF Competitive Grant process; and

WHEREAS, the Board, in Resolution #23-390, authorized an additional \$520,000 through agreements with five (5) local developers, contractors, or nonprofit organizations for the rehabilitation and/or new construction of seven (7) single family homes on parcels previously owned by the Ingham County Land Bank; and

WHEREAS, each project will be required to meet specific standards and specifications consistent with American Rescue Plan and other federal requirements, to ensure housing constructed or rehabilitated using these funds are initially and remain accessible and affordable to income qualified residents.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the attached policies and procedures for affordable housing development gap subsidy grants prepared for and approved by the Housing Trust Fund Committee.

BE IT FURTHER RESOLVED, that the Treasurer's Office and Controller's Office will work with program administrators to implement the policy and ensure HTF-funded projects meet American Rescue Plan and other state and federal requirements as described.

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

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

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COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.



INGHAM COUNTY AFFORDABLE HOUSING DEVELOPMENT GAP SUBSIDY GRANTS POLICIES AND PROCEDURES

[LAST APPROVAL/REVISION DATE]

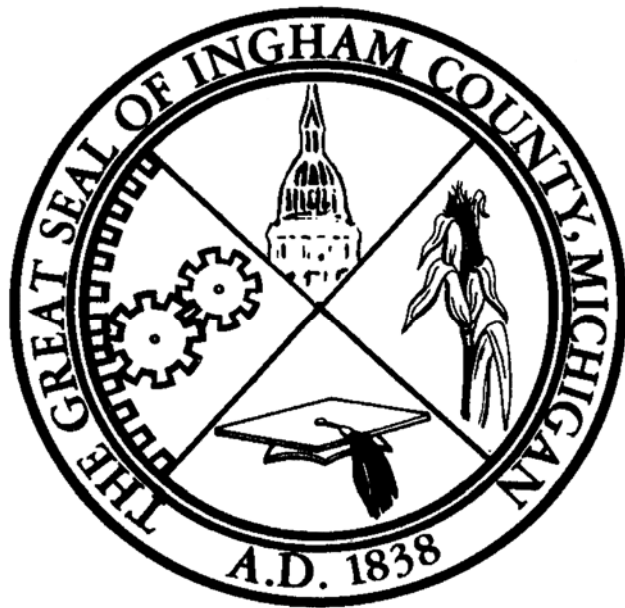


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POLICY & PROCEDURES MANUAL PURPOSE

This manual serves as Ingham County’s administrative policies and procedures for Affordable Housing Development Gap Subsidy Grants and projects funded by the County, specifically.

UPDATES

Information may change as issued by the US Department of Treasury or Ingham County for a variety of reasons, including changes to federal regulations, County requirements, and the interpretation or clarification of a federal regulation.

Ingham County, hereinafter referred to as the “County”, will endeavor to provide Development Gap Subsidy funds to provide incentives to develop and support affordable rental housing and homebuyer projects. The County will use federal American Rescue Plan Act funding to offer Development Gap Subsidy Grants and funding to assist developers of affordable housing. ARPA funds are required to be expended by December 31, 2026. Alternative funding sources could become available after this date.

All housing policies shall be guided by accepted monetary policies, Ingham County and Local Housing Code, the Fair Housing Act, consumer protection laws, and all other applicable local and federal regulations concerning County Affordable Housing Development Gap Subsidy Grants.

DEFINITIONS

ACQUISITION COST: The selling price of a property as agreed upon by Buyer and Seller in the purchase agreement.

AFFORDABLE HOUSING: Affordable housing is generally defined as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.

AFFORDABILITY PERIOD: The affordability period for County funded projects is seven (7) years for existing housing, and twenty (20) years for new construction.

AMI: The area median income (AMI) is the household income for the median – or middle – household in a region. AMI as defined by HUD for Ingham County (Lansing-East Lansing Metro FMR Area).

ANNUAL INCOME: The County adopts Part 5 definition of income (Part 5 Annual Income). When determining the annual income of an individual or family, the recipient must use the standard for calculating annual income under 24 CFR 5.609.

BENEFICIARY: An income-eligible person residing in housing, also referred to as a homebuyer, homeowner, renter, or resident.

BIPOC ORGANIZATION: A nonprofit or nongovernmental organization that primarily serves Black, Indigenous, People of Color communities and has demonstrated experience and expertise providing culturally appropriate services in the community. The dominant organizational culture of a BIPOC organization, including staff, programs, operations, activities, and materials, reflect the culture and value of a specific community. A BIPOC organization includes leadership (executive director and/or board of directors) and staff that is reflective of the BIPOC community it serves.

CERTIFIED MINORITY OWNED BUSINESS ENTERPRISE: Commonly referred to as MBE, refers to a business at least 51% minority-owned, actively operated, and controlled. For the purpose of certification, a minority group member is an individual who is at least 25% Asian Indian, Asian Pacific, Black, Hispanic, or Native American.

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CERTIFIED WOMEN OWNED BUSINESS ENTERPRISE: Commonly referred to as WOE, refers to a company that is at least fifty-one percent (51%) owned and controlled by one or more women who are U.S. citizens or permanent legal residents.

COUNTY: The County of Ingham

DEVELOPMENT GAP SUBSIDY: The direct gap subsidy provided by the County to an Owner/Developer/Organization to acquire and/or construct new or make improvements on a property pursuant to the County Grant Agreement.

DEVELOPMENT PROJECT: Any construction, development, or infrastructure project, including without limitation greenfield projects and brownfield projects, in which the Owner/Developer/Organization or any of its Subsidiaries participates or holds, directly or indirectly, an interest, or the bidding on any such project. All eligible projects must obtain approval from the Ingham County Board of Commissioners and approval of contracts by the Board of Commissioners.

DISPROPORTIONATELY IMPACTED COMMUNITIES: Communities that experienced a disproportionate, or meaningfully more severe, impact from the COVID 19 pandemic, including communities within Qualified Census Tracts, underserved populations, and low-to-moderate income households with an income under 120% AMI.

EMERGING DEVELOPER: An entity that has developed, owned, or operated at least one (1) but not more than three (3) affordable housing developments that are equivalent to the proposed affordable housing development in size, scale, amenity, and target population, as determined by the County. An entity with more experience with similar projects but limited experience applying for and managing public funding may also be considered as an emerging developer. The County may evaluate the experience of the entity as a whole or the experience of senior staff/leadership.

GRANT: Any funding award made from the county to an Owner/Developer/Organization or any of its Subsidiaries without expectation of repayment if all conditions of funding are met. All Requests for Proposals and Grant Agreements must obtain approval from the Ingham County Board of Commissioners.

HOMEBUYER OR BUYER: A person meeting the criteria set forth in this manual that is in the process of obtaining financing for a principal residence.

HOUSEHOLD: A single person or two or more persons living together not contrary to the law (e.g., traditional families, two unmarried persons, a single parent and child, etc.)

LENDER: An organization which has been approved to provide financing for the acquisition of single-family residences in accordance with the provisions of this manual.

LOW AND MODERATE INCOME: Income limits as defined per 24 CFR Part 5 of the Code Federal Regulations.

MINORITY AND WOMEN OWNED BUSINESS AND SECTION 3 BUSINESSES: Contractors participating in County-funded projects must take affirmative steps to solicit minority and women owned business enterprise firms as well as Section 3 registered businesses and eligible individuals as subcontracts to complete contract work once awarded. Affirmative steps include:

1. Soliciting qualified minority and women owned business subcontractors to include placing them on solicitation lists when subcontractors are being solicited.

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2. Affirming that minority and woman owned business subcontractors are solicited whenever they are potential sources.
3. Dividing all obligations, when economically feasible, into small tasks or quantities to permit maximum participation by minority and women-owned subcontractors.
4. Establish delivery schedules, where the requirement permits, which encourage participation by minority and women-owned business contractors.

RECIPIENT: A Non-Federal entity that receives Federal awards directly from a Federal agency, U.S. Department of Treasury, to carry out an activity under a Federal program, ARPA.

SECTION 3 REGISTERED BUSINESS: A Section 3 business concern is a business that meets at least one of the following criteria, documented within the last 6-month period:

1. It is at least 51% owned and controlled by low- or very low-income persons.
2. Over 75% of the labor hours performed by the business are performed by low or very low-income persons; or
3. It is a business at least 51% owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

SECTION 3 WORKER: Any worker who currently fits, or when hired within the past five years fit, at least one of the following categories, as documented:

1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
2. The worker is employed by a Section 3 business concern.
3. The worker is a Youth Build participant.

SINGLE-FAMILY RESIDENCE: A housing unit intended for occupancy by a single household.

SUBRECIPIENT: An applicant that receives subaward from Ingham County (the federal grant recipient) is a subrecipient of the federal award upon signing the Grant Agreement.

UNDERSERVED OR MARGINALIZED POPULATIONS: populations who face barriers in accessing and obtaining affordable housing. Underserved populations may include individuals from communities who face barriers due to race, income, geographic location, religion, sexual orientation, or gender identity. Underserved populations include racial and ethnic populations with historically limited access to affordable housing, or populations with special needs such as language barriers, disabilities, or current legal citizenship/alienage status.

VISITABILITY: For the purpose of this application, a unit of housing will be considered "visit able" by the definition provided by the National Council on Independent Living (<https://visitability.org>) which defines a house as visitable when it includes at minimum: One zero-step entrance; doors with 32 inches of clear passage space; one bathroom on a main floor/single story that is accessible for an individual using a walker or wheelchair.

ZERO-INTEREST LOAN: An interest free loan that will be 100% forgiven after the affordability period expires provided Program requirements are met. The loan become immediately due and payable in full when the Property ceases to be the Homebuyer's principal place of residence before the end of the affordability period. No pre-payment of this loan is allowed.

GENERAL ELIGIBILITY GUIDELINES

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ELIGIBLE ACTIVITIES

Gap Financing grants/funds may be used to provide incentives to develop and support affordable rental housing and homebuyer projects.

Ingham County Housing Trust Fund may provide funding through a number of eligible forms, including grants, loans, advances, equity investments, interest subsidies and other forms of investment including assistance to single family, multifamily, new construction, reconstruction, rehabilitation of non-luxury housing with suitable amenities, real property acquisitions (as part of a housing development project), site improvements, conversion, demolition and other expenses, including financing costs, relocation expenses of any displaced persons, families, businesses, or organizations; to provide payment of reasonable administrative and planning costs.

AFFORDABLE HOUSING DEVELOPMENT PROJECTS

All Ingham County Housing Trust Fund funded activity shall be for the purpose of producing affordable housing units. Therefore, any activity funded with program funds that does not result in affordable housing units shall be deemed in noncompliance. All housing supported with County funds must be permanent, transitional, or emergency housing.

County funds may be used to develop and support affordable housing availability (rental and homeownership) through the following activities:

- Acquisition (including assistance to homebuyers)
- Pre-development costs
- New Construction (including adding additional units to an existing structure)
- Reconstruction, or rehabilitation of non-luxury housing with suitable amenities including related costs such as real property acquisition, site improvements, demolition, and other eligible expenses including financing costs, relocation expenses of displaced persons, families, businesses, or organizations.
- General and Administrative (Soft Costs)

County funds may not be used for:

- Costs associated with creating market rate housing and/or commercial spaces.
- General operating costs
- Reimbursement for past expenses

Note, if a County-assisted project is terminated before completion, voluntarily or otherwise, this constitutes an ineligible activity and County funds will be subject to recapture.

ELIGIBLE PROJECT ACTIVITIES

Some of the basic eligible development activities covered include:

- **Affordable Rental Housing Development Activities** may include acquisition, new-construction, and/or rehabilitation.
- **Other Affordable Housing Development Activities:** Additional activities eligible with providing rental housing development, homebuyer development including new construction or rehabilitation:
 - Demolition
 - Fair Housing Counseling
 - Remediation of Lead Paint
 - Relocation

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Eligible Properties include:

- 1 – 4 Single family unit homes
- Multi-unit (5 or more) rental units
- Condominiums/Row Houses
- Cooperative Housing
- Emergency Shelters/Group Homes
- Transitional Housing and Single Room Occupancy Units
- Permanent Supportive Housing
- Eligible properties may include one or more buildings on a single site, but project must be assisted with County funds as a single undertaking.

FUNDING PARAMETERS

- County funds for provided to Developers utilizing a variety of grant and/or loan options.
- Funded projects must begin construction within 12 months of commitment.
- Funded projects must meet County standards at completion, including any established standards for the Down Payment Assistance Program, rehabilitation, or new construction projects.
- Funds may not be used to pay for any cost that is not eligible under the County Request for Proposals, including delinquent taxes, fees, or charges on properties to be assisted.

Development of homeownership units where there is not a considerable market study illustrating demand for housing will not be supported by County funds.

MINIMUM COUNTY GAP SUBSIDY GRANT AMOUNT

The minimum amount of County funds that must be invested in a project involving rental housing or homeownership is \$1,000 times the number of County assisted units in the project. Applications must include an investment of \$1,000 in County funds per County assisted unit.

MAXIMUM COUNTY GAP SUBSIDY GRANT AMOUNT

The maximum per unit subsidy amount is \$90,000 for single-family home construction/redevelopment. The maximum per unit subsidy amount is \$50,000 for multi-family unit construction/redevelopment.

COUNTY REQUIREMENTS FOR GAP SUBSIDY GRANT REQUESTS

Specific Requests for Proposals may determine request requirements, but may include:

1. Request Letter for Funding
2. Written and signed agreements or commitment letters, Grant Agreements, or Tax Credit reservation agreement from other confirmed funding sources (if applicable) included in the proforma and may request underwriting of other lenders for review as well.
3. IRS determination letter indicating 501(c)(3) tax-exempt status (Nonprofits only)
4. Articles of Incorporation (if applicable)
5. Most recent annual financial statement (reviewed or independently audited, if available) or Form 990

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6. Letters of Support from community organizations with significant experience providing services to low-moderate income populations
7. Deed to property or Purchase Contract demonstrating ownership for project sites.
8. Project site map to demonstrate walkability and access to transportation and amenities.
9. Proforma that clearly states total development costs, separating acquisition, soft costs, and hard costs and requested developer fee. Proforma must clearly show sources and uses of funds, including evidence of available equity funds, if applicable.
10. Budget Worksheet with an Expense Budget tab and a Revenue Budget Tab
11. Market value after development, established by approved methods (pre-rehab or pre-construction appraisal, evaluation of sales of homes with comparable features by a real estate professional, etc.).
12. Information (market analysis) showing demand for unit(s).
13. Architectural plans and/or specifications and site plans for the project
14. Proposed Construction Schedule

COUNTY REVIEW PROCESS

DEBARMENT

The County will verify that a subrecipient is not debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from covered transactions by a federal department or agency by using SAM.GOV.

MARKETING ASSESSMENT

- The County will utilize current data from a variety of appropriate sources to evaluate demographic and economic data and housing conditions. Data assessment must establish demand for the type and number of housing units being developed. The County may conduct the following assessments: Site visits to view neighborhood conditions.
- Market Analysis submitted by developer/owner.
- Waiting lists of approved buyers that establish demand.
- Evaluation of amenities included in proposed units.
- Current information about the Lansing/East Lansing housing market at www.hud.user.gov
- Market information in local publications

Assessments may include analysis of geographic areas buyers are likely to come from and quantifying the pool of eligible buyers for relevant factors including household size, age, income, tenure, and other relevant factors, will evaluate existing and planned housing opportunities with an emphasis on affordable sales opportunities, evaluate the effective demand and capture rate of the proposed development, and estimate the absorption period.

CAPACITY ASSESSMENTS

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County may conduct additional evaluations of developer/applicant capacity based on:

Experience

- Past experience of the entity with successfully developing housing units
- Capacity and experience of assigned staff and quality of the development team
- Capacity to market and sell units.

Financial Capacity

- Evidence of financial capacity (audit), certification from CPA, or current financial management systems and practices in place
- Evidence financial resources are in place to carry the project through completion.

DOCUMENTATION REVIEW

County or Designee will review all submitted documentation prior to committing funds to a project to assess likelihood of project success, using the following standards:

Funding Sources:

- Identification of all sources of funding and timing for all phases of development
- All funding sources are compatible with County funding requirements.

Funding Uses/Expenses:

- All proposed uses of funds must be necessary, reasonable, and allowable as determined by the County and/or the funding source.
- Acquisition documentation, cost estimates, preliminary bids, contracts, quotes, and other agreements substantiating key professional costs, and the basis for estimating other soft costs and working capital items, including capitalized reserves.
- Governing reserves capitalized at closing to verify that reserves cannot be withdrawn later as fees or distributions.
- For projects utilizing LIHTC, must request and evaluate syndication costs and close (or rent) to ensure ability of organization to carry costs of construction loans, maintenance costs.
- Costs must be sufficient to produce a quality unit that will meet County standards upon completion and throughout the affordability period.

COST EVALUATION

PROJECTED INCOME

County or designee will evaluate projected income to ensure that rent levels are achievable, that vacancy and loss estimates are realistic and estimates of non-residential sources of income are conservative.

PROJECTED EXPENSES

County or designee will evaluate operating costs to determine that planned expenditures are sufficient and reasonable. These costs may be compared to and evaluated against similar developments in the neighborhood or in the proposed property manager's portfolio.

HOMEBUYER PROJECT SALES PLANS

A sales plan indicating anticipated cash flow and timing is required for homebuyer projects and will be evaluated for timelines and cash flow.

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DEVELOPER PROFIT AND RETURNS

The maximum developer fee allowed by the County for a project using Development Gap Subsidy Grant funds is 15%. For rental projects, the County will examine developer fee for reasonableness. County or designee will examine operating proforma to determine if adequate funds from the operating income will be set aside for proper management of the units, and adequate and maintainable replacement reserve and debt service.

For homebuyer projects, County or designee will examine all potential sources of income from the project and ensure they are reasonable, and that owners are not receiving excessive gains or profits.

PROJECT COST/BUDGET ANALYSIS

County or County Designee will:

- Examine sources and uses of funds and determine that costs are reasonable and allowable.
- Assess the current market demand in the area of the proposed development project.
- Assess the experience and financial capacity of the developer/owner.
- Assess the written commitments for funding.

County or County designee will analyze the development budget including the total development costs, soft costs, hard costs, and developer fee. This evaluation will include a determination of whether the project will meet County standards upon completion, including income requirements and property standards required for the project (*Initial Underwriting worksheet*) if funding falls within the per-unit subsidy maximum and any purchase price limits. Additional considerations County staff or designee will evaluate include:

- The debt capacity of the developer by ensuring the lenders financing terms are reasonable and comparable to those from other lenders.
- Equity contributions that provide returns to owners and investors, and the calculations of tax credit basis and market price to determine if the projected amount of tax credit equity is reasonable.
- Verify County funds will be used on program-eligible costs and activities.
- Verify projects will not exceed the maximum per-unit subsidy limit.

County will deny Development Gap Subsidy Grant funding if it is determined additional funding is not required to close a financing gap. The County can request reasonable adjustments in compliance with underwriting guidelines.

COUNTY UNDERWRITING CONSIDERATIONS

County or County Designee will ensure that the operating proforma shows a development can self-fund capital need from a combination of reserve funds and cash flow, and includes:

- Achievable gross and potential rents given location, design, and resident population.
- A projected vacancy rate that reflects the likely long-term average of vacancy, bad debt, and concessions expected.
- Adequate marketing, leasing, and management expenses.
- Reasonable and prudent trending factors for income and expenses
- Sufficient debt service coverage to allow the property to survive income and expense shocks.

FUNDING/GRANT AGREEMENT CONDITIONS

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County funding will be defined by a (Grant/Loan) Agreement with Ingham County. The grant period, scope, allowable budget, and reporting requirements will be outlined in the Agreement. All grants awarded funds must be expended no later than September 30, 2026.

Agreement will define the requirements for compliance with relevant Federal, State and Local Laws, Ordinances, Rules, and Regulations. Requirements will include, but not be limited to:

- Prevailing Wage requirements on any construction contract exceeding \$10,000 as determined by using the wage guidelines promulgated by the U.S. Secretary of Labor pursuant to the Davis-Bacon Act.
- Equal Opportunity Employment and Non-Discrimination Policies, in addition to all Federal, State, and local laws prohibiting discrimination, including, but not limited to: The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended; The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended; and the Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat.328 (42 USCA §1201 et seq), as amended.
- Compliance with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations.
- ARPA funds must be expended by September 30, 2026. Only costs incurred within the contract period will be eligible for reimbursement, beginning the date an agreement with County is signed/executed, or by December 2024, per federal ARPA requirements.
- Funds may be combined with other types of grants and funding for combined benefit, but must follow guidelines for all awarded Federal, State and/or local funds.
- Federal guidelines require quarterly reporting of grant expenditures and uses, and a valid [SAM.gov](https://sam.gov) registration for all recipients of ARPA funds.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 sets the standards for “subrecipient” receiving “subaward” from Ingham County, which is the “pass-through entity” (also referred to as a “non-Federal entity”).

County or County Designee will document each file to include:

- Date of receipt of required documentation
- Data and actions used to complete the marketing assessment.
- Materials gathered through any Request for Proposals, including budget or Development Proforma (and operating proforma for rental projects) analysis with comments.
- Dated commitments from all funding sources.
- Signed commitment letter or signed denial letter.

COUNTY DISBURSEMENT POLICY

The County will analyze each project to ensure that the County investment is necessary and reasonable to provide quality affordable housing that is financially viable throughout any period of affordability.

1. In no case will the County investment exceed the Award amount listed in the Grant Agreement.
2. For projects involving both County and other governmental funds, the combined County investment shall not exceed \$500,000, or the maximum investment per unit limit, whichever is less.
3. County may not invest the maximum allowable amount to a project unless the County has determined that this funding is needed to make the project feasible and viable.

ELIGIBLE PROJECT COSTS

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1. Generally, all costs funded with County Development Gap Subsidy Grant must be eligible according to the County policy.
 - A. All costs must be in direct relation to the assisted unit and supporting documentation of all expenditures is required for all costs being paid with County funds.
 - B. With the exception of acquisition and financing costs, County funds are available as reimbursement for eligible expenses.
 - C. Related soft costs must be necessary for the development of the assisted units, and documentation must be provided for any cost reimbursement.
 - D. Funding will be limited to the amount necessary to facilitate the completion of the project and will not exceed a proportionate share of costs in a project with multiple units. All projects will be underwritten according to the County underwriting guidelines.
 - E. Before funds are released, a grant agreement will be signed between the County and the recipient. The agreement will satisfy Federal requirements and establishes the terms under which the funding is provided. Funds will not be released until a funding grant agreement is executed and all applicable regulations have been met.

2. The following additional limitations may also apply:
 - A. County funds shall not be used for luxury improvements.
 - B. County funds shall not be used to fund an initial operating deficit reserve.
 - C. Acquisition costs shall be supported by an appraisal of the property.
 - D. County funds shall not be used for non-residential accessory structures such as free-standing community/leasing buildings, garages, carports, or maintenance structures. County funds may be used for community space or common laundry facilities included in residential buildings.
 - E. Payments will be disbursed on a reimbursement basis or according to the process described in the Grant Agreement. A draw of funds will not be completed until required documentation is received by staff, which may include a draw request, lien waivers, invoices for work completed, inspection and approval of work by the County or its designee.

COUNTY PAYMENT STRUCTURE

- A. All payments made by the County shall be reimbursement to the Grant/Subsidy Recipient/Sub-Recipient for expenses incurred and paid by the Recipient/Sub-Recipient.
- B. For LIHTC projects, the County may disburse more than fifty percent (50%) of total gap subsidy grant funds on the first payout, and/or the balance in equal portions up to ninety percent (90%). The remaining ten percent (10%) may be disbursed upon successfully completing the project and completing the close-out procedures in the Grant Agreement.
- C. The County will issue payments on a reimbursement basis or as otherwise detailed in a Grant Agreement. Payments for eligible work will be subject to standards and inspections. Material stored on site and not installed is not eligible for reimbursement.
- D. Contractors/Developers/Grantees may need to allow for additional time for County staff to verify completion of work through on-site inspection before the draw requests are processed.

ELIGIBLE ACTIVITIES

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County funds may be used to pay the following eligible costs of development:

- Acquisition Costs
- Pre-development Costs
- Development Hard Costs
- Development Soft Costs
- Relocation Costs

ACQUISITION ACTIVITIES

The acquisition of vacant land or demolition are not stand-alone activities, and County funds shall be expended for these activities only in conjunction with a housing development activity. No funds for acquisition or demolition shall be committed until the County has determined that construction will begin within 12 months.

Agreements including demolition activity shall include an Affordability Restrictive Land Use Provision, whose terms shall comply with County guidelines. Grants will be repayable if construction does not start within 12 months of Agreement execution; and a housing development project plan must be submitted with the demolition request, must include architectural drawings, and demonstrate a project critical path schedule initiating project construction within 12 months, and private construction financing as leverage.

ELIGIBLE ACQUISITION COSTS

- Costs of acquiring improved or unimproved real property.
- Acquisition of vacant land or demolition can only be undertaken for particular housing project intended to provide affordable housing, where construction of new affordable housing will begin within 12 months.
- Costs to make utility connections to an adjacent street or to make improvements to the project site, are also eligible in connection with acquisition of standard housing.

ELIGIBLE DEVELOPMENT HARD COSTS

- The actual cost of constructing or rehabilitating housing.
- Cost to acquire the property to be developed.
- Demolition of existing structures.
- Uniform Relocation Costs.
- Creation of utility connections including off-site connections from the property line to the adjacent streets.
- Improvements to the project site that are in keeping with improvements of surrounding, standard projects, including on-site roads, sewer lines and water lines.
- Costs to construct or rehabilitate laundry and/or community facilities in the same building as the housing for the use of project residents (only applicable to multi-unit rental housing).

ELIGIBLE SOFT COSTS

Soft costs include other reasonable and necessary costs incurred by the owner and associated with the financing or development (or both) of new construction, rehabilitation or acquisition of housing assisted with County funds. These costs include but are not limited to:

- Architectural Services
- Engineering Services
- Environmental Review
- Environmental Tests

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- Preparation of plans, drawings, specifications, or work write-ups.
- Costs to process and settle the financing for a project.
- Private lender origination fees
- Credit Reports
- Fee for Title Evidence
- Fees for Recordation
- Filing of legal documents
- Building Permits
- Attorney Fees
- Private Appraisal Fees
- Fees for independent cost estimate
- Cost of project audit
- The cost to provide affirmative marketing and fair housing information to prospective homeowners and tenants.
- Staff and overhead costs related to project deliver may be included as soft costs in certain cases as to be determined by County in consultation with the Developer.

All costs must be reasonable and documented thoroughly (including timesheets detailing actual time worked on project activities).

Note that closing costs connected to the sale of the property to eligible low-income homebuyers (real estate commissions and other seller's closing costs) are NOT considered development soft costs for the purpose of this policy. As a result, they are not included in the total project cost, and they may be paid from the proceeds of sale rather than being taken from the developer fee.

ELIGIBLE DEVELOPER FEE

For new construction and rehabilitation projects, the developer fee cannot exceed 15% of total development costs and must be commensurate to the scope of the developer's responsibilities. Developer Fees are used by grantees to pay administrative and overhead costs, are paid as fees for services rendered and do not have to be fully offset by incurred costs.

ELIGIBLE BENEFICIARIES/RESIDENTS

The County is designed to provide affordable housing to low-income households and individuals.

Eligible beneficiaries must meet the following requirements:

- Households purchasing single family homes must be at or below 80% of Area Median Income.
- Households renting County funded units must be at or below 65% of Area Median Income.
- Households must not be an agent, consultant, officer, employee and/or elected official of the County or a recipient of funds; and
- Household must meet all other requirements where applicable.

Additional restrictions apply when County funds are used for rental housing or assisted rental units.

INCOME ELIGIBILITY

The County adopts the Part 5 definition of income (Part 5 Annual Income). When determining the annual income of an individual or family, the recipient must use the standard for calculating annual income under 24 CFR 5.609.

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COUNTY FUNDING PARAMETERS

The County funds projects that utilize gap financing wherein projects and program activities are leveraged with other funding resources to the greatest extent possible.

County staff will work with non-profits and sub recipients, providing technical assistance to seek outside funding resources. Entities certified as “Developers” and for-profit Developers must secure construction financing for brick-and-mortar development activity.

RENTAL/SALES PRICE LIMITS

Following US Department of Treasury guidance on using ARPA Coronavirus State and Local Fiscal Recover Funds (SLFRF) funds to invest in affordable housing, Ingham County will refer to existing federal and state housing programs to establish rental and homeowner price limits:

- A. Rental Limits: In the case of rental projects, Ingham County will refer to rental limits established by existing housing development and assistance programs, including the HOME Program and the Low-Income Housing Tax Credit (LIHTC). Under the HOME Program, rental costs cannot exceed the local Fair Market Rents published by HUD or cannot exceed 30% of a family earning 65 percent of the AMI, whichever is less. For the annually updated income and rent limits for LIHTC properties using the Multifamily Tax Subsidy Program (MTSP) to determine income and rent (by bedroom) compliance, refer to these charts available via the MSHDA webpage: MSHDA char il 110 her income limits 041822.pdf (michigan.gov).
- B. Homeownership Sales Limits: The purchase price of a County supported property will be the amount agreed upon by buyers and sellers in purchase agreements. Any County Development Gap Subsidy funds used to fund for-sale housing must benefit new homebuyers whose household income does not exceed 80% of AMI. The County funding will rely on price limits established for the Department of Housing and Urban Development’s (HUD) Home Investment Partnerships Program and the HUD National Housing Trust Fund Program limiting purchase price for new builds and existing home following rehab to no more than 95% of the area median purchase price. This is based on Federal Housing Administration (FHA) single family mortgage program data. The area median purchase price limit for an existing single-family home within Ingham County is \$171,000. For a new construction home, the maximum cost of a single-family home is limited to \$251,000. Price limits for these Federal programs are described here in [Attachment A](#).

GRANT/LOAN AGREEMENTS

County and the Property Owner are required to execute a legally binding written agreement and a Lien and Note (Mortgage) holding the Owner accountable for compliance during the affordability period and additional Ingham County compliance period, if applicable. The agreements typically include a land use restriction. This document, recorded with the Register of Deeds, is a deed restriction that binds all subsequent owners of the property.

When there is more than one financing source imposing land use restrictions on a property there may be restrictions from one program that are more restrictive than similar restrictions in the other program (s). Some projects with more than one source of financing, such as Tax Credits and bonds, may have more than one Regulatory Agreement simultaneously in effect. In these instances, the more restrictive requirement will apply to the property. An owner may voluntarily make additional commitments in the application process, including occupancy restrictions, demographic targeting requirements, stricter rent and income restrictions or an extended compliance period. Owners must comply with these covenants.

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Grant Agreements serves as a concise statement of the relationship between County of Ingham and the subrecipient of ARPA funds (Developer, Owner, Organization, Sponsor), and also set forth the conditions under which the funds are provided and the requirements that must be met.

The Agreement will include the required provisions depending on the role the entity is asked to assume, or the type of project undertaken. It shall at a minimum describe:

- Use of Funds: Includes recipient role description, specific tasks to be performed, the number and type of households to assist and/or units to be produced; a schedule; a budget; matching funds; and the term of agreement.
- Affordability: The agreement will specify the period of affordability, deed restrictions or land covenants, and how repayments are recaptured.
- Eligible and ineligible fees.
- Uniform Administrative Requirements (2 CFR 200 and applicable provisions of 24 CFR Part 85 for government entities and 24 CFR Part 84 for non-profit entities.
- Cross-cutting requirements:
 - a. Affirmative Marketing
 - b. Requests for disbursement of funds
 - c. Records and Reports
 - d. Enforcement of the Agreement
- Required Provisions

GRANT REPORTING & MONITORING

Subrecipients awarded funding will be required to provide project reporting to County to comply with US Treasury requirements. Organizations that fail to report will risk losing funding and be responsible for repaying ARPA funding received from the County. Each funded agency/organization will submit a programmatic report on a regular basis as specified in the Grant Agreement. These reports describe progress towards deliverable outcomes.

The County, the US Department of Treasury or any of their other authorized representatives have the right to access the projects and any books, documents, papers, or other records of an ARPA assisted unit.

Developers/owners will maintain all books and records pertaining to ARPA assisted units with the provisions of 24 CFR §92.508 for a period of not less than five (5) years after the period of affordability ends, and all matters pertaining to the project are resolved under applicable federal or state laws, regulations, or policies.

During the affordability period and until the Lien and Note have been released, ongoing compliance and yearly project monitoring is required.

RENTAL PROJECT PROVISIONS

- A. Before a tenant occupies a unit, tenant income eligibility must be documented with source documentation, such as wage statements, interest statements, and unemployment compensations statements. If needed, income verification forms should be sent to employers or other agencies to verify current income.
- B. Income eligibility is based on anticipated income, which means current income must be projected for the next 12 months. When collecting income verification, property owners/managers must also consider any likely changes in income, which may occur during lease period.

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- C. Gross household incomes must meet the requirements of the specific program used. If existing tenants (those that remain in the unit after the initial one-year lease) income increases, but does not go above 65% AMI income level, rent does not have to be increased. However, if their gross income exceeds 65%, tenant(s) must pay 30% of their adjusted income for rent and utilities. If the 30% exceeds the areas market rent, the project owner/manager MAY charge the tenant Fair Market Rent.
- At initial occupancy, County assisted unit tenants must be at or below 65% of the area median income.
- D. Rents cannot be increased during the first year of occupancy. After the first year, rents MAY be increased, but must never exceed the fair market rents, which includes utilities. This pertains to tenants at or below 65% of area median income. County will provide subrecipients income limits and fair market rents on an annual basis.
- E. Potential tenants must be made aware of loan program conditions prior to executing a lease. Tenants must allow for property inspections and provide income documentation annually throughout the affordability period.
- F. Leases need to indicate the number of persons residing in the unit and should name each of the adult household members since they will need to provide income documentation. If additional persons move into the unit, their income will need to be included in the household maximum, and the household income will have to be reviewed to verify continued compliance. The total unit income in this case must remain at or below 65% of area median income. If the additional person's income places the unit over income, they should not be allowed to take residency, as the unit will not be in conformance.
- G. **Annual re-certification:** The loan program imposes occupancy restrictions over the length of the affordability period. Property owners/managers must re-certify tenants' income on an annual basis. Income certification forms will be made available from County. Verifications should be obtained when tenants renew their lease. All tenants must be informed of this process prior to lease execution. Tenant verifications are required on an annual basis regardless of the number of units.
- H. **Lease Language:** Leases shall state that 30 days and a written notice specifying the grounds for the action by the owner must precede any termination of tenancy or refusal to renew a lease. The length of leases must be at least one year at initial tenancy. Lease extensions or subsequent leases of existing tenants can be for either a one-year period or a term agreeable to both the tenant and owner/manager.
- I. **On-site inspections:** County, or its agent(s), is responsible for conducting on-site inspections of all rental units within the County limits as part of the compliance process. County, or its agent(s), will also inspect units that participated in the program during the affordability period. The frequency on-site inspections are determined by the number of County assisted units in a project:
1. Projects containing 1 to 4 assisted units must be monitored once every 3 years.
 2. Projects containing 5 to 25 assisted units must be monitored every 2 years.
 3. Projects containing more than 25 assisted units must be monitored every year.

RENTAL PROJECT OWNER RESPONSIBILITIES

The following affordability conditions must be complied with and will be monitored throughout the affordability period for all assisted units. These requirements are the responsibility of the property owner/manager.

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- A. **Termination of Tenancy:** An owner/manager may not terminate the tenancy or refuse to renew the lease of the tenant of rental housing assisted with County funds except for serious or repeated violation of the terms and conditions of the lease; for violation of federal, state, or local law; or for other good cause.
- B. **Maintenance and Replacement:** Owners/Managers of properties that received County funds must maintain the premises in compliance with all local and state housing code standards.
- C. **Tenant Selection:** An owner of rental housing assisted units must adopt written tenant selection policies and criteria that:
1. Are consistent with the purpose of providing housing for very-low income, and low-income families.
 2. Are reasonably related to program eligibility, and the applicant's ability to perform the obligations of the lease.
 3. Consider the housing needs of families that would have a preference under 960.211 (Federal selection preferences for admission to Public Housing) of this title, and provide for:
 - a. Select tenants from a written waiting list in the chronological order of their application, in so far as it is practical.
 - b. Promptly give written notification to any rejected applicant as to why they were rejected.
- D. **Prohibited Lease Terms:** The following provisions are prohibited in rental agreements for program-assisted units:
1. **Waiver of habitability:** Agreement by the tenant to waive a remedy when the premises are not maintained in a condition of fitness and habitability pursuant to State or local codes.
 2. **Security deposit regulations:** Agreement by either tenant or owner to waive their rights established under State regulations pertaining to security deposits.
 3. **Tenant exclusion or discrimination:** Agreement by either tenant or owner to exclude or discriminate against persons in violation of civil rights laws or laws protecting persons with disabilities.
 4. **Agreement to be sued:** Agreement by the tenant to be sued, to admit guilt, or to a judgment in favor of the owner in a lawsuit brought in connection with the lease.
 5. **Treatment of property:** Agreement by the tenant that the owner may take, hold, or sell personal property of household members without notice to the tenant and a court decision on the rights of the parties. This prohibition, however, does not apply to an agreement by the tenant concerning disposition of personal property remaining in the housing unit after the tenant has moved out of the unit. The owner may dispose of this personal property in accordance with state law.

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6. **Excusing owner from responsibility:** Agreement by the tenant not to hold the owner or the owner's agents legally responsible for any action or failure to act, whether intentional or negligent.
 7. **Waiver of legal proceedings:** Agreement by the tenant that the owner may evict the tenant or household members without instituting a civil court proceeding in which, the tenant has the opportunity to present a defense, or before a court decision on the rights of the parties.
 8. **Waiver of a jury trial:** Agreement by the tenant to waive any right to a trial by jury.
 9. **Waiver of right to appeal court decision:** Agreement by the tenant to waive the tenant's right to appeal, or to otherwise challenge in court, a court decision in connection with the lease.
 10. **Tenant chargeable with cost of legal actions regardless of outcome:** Agreement by the tenant to pay attorneys' fees or other legal costs even if the tenant wins in a court proceeding by the owner against the tenant. The tenant, however, may be obligated to pay costs if the tenant loses.
 11. **Acceleration of rental payments:** Agreement by the tenant that rental payments may be accelerated if the rental agreement is breached by the tenant.
 12. **Mitigation of damages:** Agreement by either tenant or owner that releases either party from a duty to mitigate damages.
 13. **Written consent to changes:** Agreement by the tenant that allows the owner to alter a provision of the rental agreement after its commencement without written consent of the tenant.
 14. **Consumer protections:** Agreement by either tenant or owner that violates the Michigan Consumer Protection Act.
 15. **Power of Attorney:** Agreement by the tenant to give the owner a power of attorney.
- E. **Affirmative Marketing:** The inclusion of the Equal Housing Opportunity slogan or logo in all advertising is required, regardless of units in a project.

Affirmative marketing procedures and requirements for all assisted housing units with five or more units must be met by the property owner/managers. These requirements and procedures must include the following:

1. A method for informing the public and potential tenants about fair housing laws, and the County's policies. For example: use of the Fair Housing logo, or Equal Opportunity language.
2. A description of what you as the owner/manager will do to inform persons not likely to apply for housing without special outreach.
3. Maintenance of records to document actions taken to affirmatively market assisted units, and to assess marketing effectiveness.

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4. Description of how efforts will be assessed, and what corrective actions will be taken where requirements are not met.
- F. **Rent Documentation:** The owner/manager of a rental assisted unit(s) must document that the rent charged on the assisted unit(s) are consistent with the initial rent approved by the County, and over time, rent increases are consistent with the maximum rent and income limits published annually by the United States Department of Housing and Urban Development (HUD). The owner must also keep records, on a unit-by-unit, and building-by-building basis, for every year during the period of affordability.
1. The total number of residential rental units in the building (including the number of bedrooms, and the size in square feet of each residential rental unit).
 2. The percentage of residential rental units that are County-assisted units.
 3. The rent charged on each residential unit in the project (including any utility allowances).
 4. The County-assisted unit vacancies and information that shows when, and to whom the available County-assisted units will be rented.
 5. The income certifications of each low and very-low-income resident per County-assisted unit.
 6. Documentation to support each County-assisted unit residents' income certification.
- G. **Annual Certification of the Owner:** The owner/manager of any project that has used County funds for either rehabilitation, new construction or acquisition must certify to County, under penalty of perjury, at least annually, for each year of the compliance period, on the County's Tenant Household Composition & Income Form, that for the proceeding 12-month period:
1. The owner has received an annual certification from each County-assisted unit resident, and documentation to support that certification.
 2. Each County-assisted unit was rent restricted in accordance with the Affordable Rent Restriction guidelines of the County.
 3. Each building and all units in the project with County standards.
 4. If the income of any resident increased above the limit allowed by the County guidelines, the next available unit of comparable or smaller size was or will be rented to residents having a qualifying income.
 5. Tenants must sign a statement indicating their compliance with the provision of income review on an annual basis.
 6. In projects with 5 or more units, the project meets the requirements 20% test (20% of units in a project must be affordable to household who earn 65% or less of the Area Median Income, which is determined by household size, and the remaining units must have rents that are the lesser of:
 - a. Section 8 Fair Market Rents (FMRs) for existing housing minus resident-paid utilities; or

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- b. Rents, which are 30% of, adjusted income for households at 65% of the Area Median Income minus resident-paid utilities.

H. **Property Owner/Manager Procedures:** In order to provide the best possible service to resident of Ingham County, financed property owners/managers, and the County staff must work in tandem to ensure residents rent and income compliance, and ensure that the properties remain decent, safe, and sanitary housing. Correcting issues of non-compliance can be time consuming and costly for both property owners and County staff.

1. Property owners must submit a Maximum Income and Unit Rent Computation form on an annual basis to the County.
2. Property owners must remain cognizant of leasing and compliance responsibilities, and keep in mind the following issues:
 - a. Verification of resident's income certification. The following are examples of items that may serve as verification: Employment verification from a resident's employer, Federal Income Tax forms, including all schedules and W-2s, Social Security statements, paycheck stubs, letters confirming the granting and/or receipt of assistance from the Family Independence Agency (FIA), or other public and/or charitable agencies, and records from the Michigan Employment Securities Commission (MESC).
 - b. Annual household income includes all income of all household members over the age of 18. It also includes income received for the support of minor children such as social security, child support, etc.
 - c. Income earned by dependent, full-time students over the age of 18, or income earned by children under the age of 18 does not have to be included.

Proof of full-time student status must be provided in order to have any income earned by this dependent household member deducted from the total annual household income. School verification forms are available from County.

3. Leases used by property owners/managers may not contain any clauses that may deemed unconscionable to a court of law, and the lease may not contain clauses which restrict the use of resident facilities to open market residents.
4. Property owners/managers must pursue Affirmative Marketing by advertising the availability of apartments by making contacts with community groups, housing commissions, and by logging said contacts. It must be communicated that residents will not be chosen in regard to their race, sex, age, religion, national origin, familial status, sexual orientation, or disabilities.
5. Uniform Physical Condition Standards (UPCS) as well as local housing codes must be maintained in County-assisted units, as specified in original rehabilitation specifications, and including the following, but not limited to, and on an annual basis property owner shall inspect for and ensure that:
 - a. There are at least two working electrical outlets, and one working light fixture per room, and that all areas are free from electrical hazards.
 - b. Windows accessible from the outside are lockable, free from severe deterioration, and do not have broken panes. Screens are on all operable windows.

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- c. The foundation, roof, gutters, chimney, stairs, rails, porches, ceilings, walls, and floors are sound and free from hazardous defects.
- d. Interior and exterior surfaces are free from cracking, peeling, chalking or cracking paint, and/or adequately treated to prevent the exposure of residents to lead.
- e. Kitchen contains properly functioning refrigerator, sink with hot and cold running water and space to store, and prepare food.
- f. Bathroom has working toilet, fixed basin, tub or shower, and proper ventilation.
- g. Smoke detectors are properly installed and functional.
- h. Heating equipment provides adequate heat, and all units are free from un-vented fuel burning space heaters.
- i. Ventilation (supplied by a cooling system or operable window) is adequate.
- j. Water heater is installed in a safe manner.
- k. Plumbing is free from corrosion or rust, which could contaminate the water supply, and is also free from sewage backup.
- l. There are not rats, vermin or other pests.
- m. Refuse is disposed of properly.
- n. Interior air is free from pollution.
- o. Elevators must have current inspection certificates.
- p. The property and immediate neighborhood are free from conditions that may endanger the health of residents.

GAP SUBSIDY GRANT RECAPTURE PROVISIONS

During the affordability period, the County has adopted provisions that allow for the recapture of County funds.

HOMEOWNERSHIP PROJECT RECAPTURE PROVISIONS

If the subrecipient is undertaking homeownership projects for sale to homebuyers, the subrecipient shall place a Restrictive Covenant on the property to recapture the entire amount of homebuyer assistance if the property is sold prior to the end of the applicable affordability period, except that the development subsidies for costs in excess of fair market sales price are not subject to recapture and should not be included in the recapture amount established in the Restrictive Covenant. Recaptured funds must be repaid to the County or used by the subrecipient to fund additional County projects eligible activities.

FEDERAL AND COUNTY REQUIREMENTS FOR ARPA FUNDING

PREVAILING WAGE REQUIREMENTS

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Any contract for the construction of Affordable Housing with 12 or more units will require that all laborers and mechanics who are employed to perform work on any project, or any contractor or construction work which is financed, in whole or in part, with assistance which is received under ARPA from the County, shall be paid wages at rates which are not less than those that prevail in the locality for similar construction and shall receive overtime compensation in accordance with the Contract Work Hours and Safety Standards Act.

The contractor and its subcontractors shall also comply with all applicable Federal laws and regulations, which pertain to labor standards, including the minimum wage law. Recipients of ARPA funds shall:

- Not discriminate against any employee or applicant for employment on the basis of religion and not limit employment or give preference in employment to persons on the basis of religion; and
- Not discriminate against any person applying for such public services on the basis of religion and not limit such services or give preference to persons on the basis of religion; and,
- Provide no religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing, and exert no other religious influence in the provision of such public services.

CONFLICT OF INTEREST

No person who is an employee, agent, consultant, officer, or elected official or appointed official of Ingham County or recipient which are receiving ARPA funds of this section who exercise or have exercised any functions or responsibilities with respect to activities assisted with ARPA funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a ARPA-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter. The conflict-of-interest provisions above apply to any person.

UNIFORM RELOCATION ACT

All owners/developers shall follow the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601 et seq.), in accordance with the following objectives:

- To ensure that owners of real property to be acquired for Federal and federally assisted projects are treated fairly and consistently, to encourage and expedite acquisition by agreements with such owners, to minimize litigation and relieve congestion in the courts, and to promote public confidence in Federal and federally assisted land acquisition program.
- To ensure that persons displaced as a direct result of Federal or federally assisted projects are treated fairly, consistently, and equitably so that such persons will not suffer disproportionate injuries as a result of projects designed for the benefit of the public as a whole; and
- To ensure that Agencies implement these regulations in a manner that is efficient and cost effective.

ENVIRONMENTAL REVIEW

An environmental review is required for the acquisition of any property using federal funds. Generally, all projects shall comply under §92.352. The environmental effects of each activity carried out with the ARPA funds must be assessed in accordance with the provisions of the National Environmental Policy Act of 1969 (NEPA) (42 U.S.C. 4321) and the related authorities listed in HUD's implementing regulations at 24 CFR parts 50 and 58. The applicability of the provisions of 24 CFR part 50 or part 58 is based on the ARPA funded project (New construction, rehabilitation, acquisition) or activity (tenant-based rental assistance) as a whole, not on the type of the cost paid with ARPA funds. Depending on the type of property, the environmental review

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may vary in complexity and process. The County shall determine the level of the Environmental Review that is required for the acquisition of the property. The review must be completed, and the property determined to be cleared for acquisition for this purpose prior to proceeding with the purchase. No funds may be committed to an ARPA funded project or activity before the completion of the environmental review.

SITE/NEIGHBORHOOD STANDARDS

Proposed sites for potential projects must meet the following site and neighborhood standards:

- Meet all local requirements for zoning, site planning, access to utility services and required infrastructure as certified by the appropriate local authorities.
- Be in full compliance with the applicable provisions of the Title VI of the Civil Rights Act of 1964, Title VIII of Civil Rights Act of 1968, E.O. 11063.
- Promote greater choice of housing opportunities.
- Avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons.
- Be accessible to social, recreational, educational, commercial, and health facilities and services,
- Be accessible to municipal facilities and services that are at least equivalent to those typically found in neighborhoods consisting largely of unassisted, standard housing of similar market rents.
- Be so located to places of employment providing a range of jobs for lower-income workers.
- The neighborhood must not be one which is seriously detrimental to family life or other undesirable conditions predominate unless there is actively in progress a concerted program to remedy the undesirable conditions.

The site must not be located in an area of minority concentration, except as permitted below:

- Sufficient, comparable opportunities exist for housing for minority families, in the income range to be served by the proposed project, outside areas of minority concentration; or
- The project is necessary to meet overriding housing needs that cannot be met in that housing market area. Please refer to 24 CFR 983.6 for more details regarding utilization of the exceptions listed above.
- Must meet all local zoning requirements including hard surfaced parking requirements.

Please refer to 24 CFR 983.6 for more details regarding utilization of the exceptions listed above.

PROPERTY STANDARDS

All County funded projects must meet all local physical codes and standards intended to provide quality affordable housing that is durable and energy efficient.

LEAD PAINT HAZARDS

The ARPA assisted funds requires owners/developers take actions to reduce lead-based paint hazards in assisted units. Owners must comply with 24 CFR Part 35, the regulations implementing the Lead-Based Paint Poisoning Prevention Act, along with requirements for dealing with lead-based paint found in the Uniform Physical Condition Standards (UPCS). Current Part 35 requirements stipulate that all occupants receive and acknowledge notice of the possible presence of lead paint.

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Level of Assistance in Property	Hazard Reduction Requirements	Summary of Requirements
Assistance of more than \$5,000 per unit, up to \$24,999 per unit	Interim Controls	<p>Interim Controls means a set of measures designed to reduce temporarily human exposure or likely exposure to lead-based paint hazards.</p> <p>Once work is completed, a clearance must be obtained for all interior, exterior and common areas for all assisted units.</p> <p>Interim controls include, but are not limited to, repairs, and painting.</p>
Assistance of more than \$25,000 per unit	Abatement of all lead-based paint hazards	<p>Abatement means any set of measures designed to permanently eliminate lead-based paint or lead-based paint hazards (see definition of “permanent” on the exterior, common spaces, and all assisted units.</p> <p>Once work is completed, a clearance must be obtained for all interior, exterior and common areas for all assisted units.</p> <p>Abatement includes: The removal of lead-based paint and dust lead hazards, the permanent enclosure or encapsulation of lead-based paint, the replacement of components.</p>

FAIR HOUSING AND EQUAL OPPORTUNITY

Recipients of ARPA funds are held to Title VI of the Civil Rights Act of 1964, the Fair Housing Act, E.O. 11063 Title VI of the Civil Rights Act of 1964, P.88-352 and the Regulations of HUD with respect there to, including 24 Parts 1. In general, housing must be provided in a manner that does not discriminate against persons based on race, color, religion, sex, familial status, national origin, age, or disability, and must meet minimum standards established by the following:

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Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d tense.)

- Provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied benefits of or otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

Fair Housing Act (42 U.S.C. 3601-3620)

- Title VIII of the U.S. Civil Rights Act
- Prohibits discrimination in the sale, rental, purchase, lease, financing and/or advertising of the housing based upon race, color, religion, sex, national origin, handicap, and familial status.
- The Fair Housing Act applies to all housing except owner-occupied 1-to-4-unit dwellings and housing for older persons where person 55 and older are concentrated or designated to assisting elderly people.

STATE OF MICHIGAN FAIR HOUSING LAWS

Elliot Larsen Civil Rights Act (Michigan Public Act #453), as amended:

- Prohibits employers consisting of one or more employees, both public and private, employment agencies, labor organizations, from discriminating against an employee or an applicant for employment based on the employee/applicant's race, color, religion, national origin, age, sex (including pregnancy and sexual harassment), height, weight, or marital status. It is further unlawful to discriminate against a person in retaliation for opposing a violation of this Act, making a charge, a complaint, testifying, or participating in an investigation, proceeding, or hearing under this act. The Act covers not only employment discrimination, but also housing, real estate transactions, educational institutions, public accommodation, law enforcement, and public services.

Persons with Disabilities Act (Michigan Public Act #220), as amended:

- Prohibits discrimination based on a person's disability in the areas of employment, housing, real estate and the full equal utilization of public accommodations, public services, and education. A person shall accommodate a person with a disability for purposes of employment, public accommodation, public service, education, or housing unless the person demonstrates that the accommodation would impose due hardship.

Executive Order 11063 (amended by Executive Order 12257), as amended:

- Provides that no person in the United States because of race, color, religion (creed), sex, or national origin, shall be denied equal opportunity in housing and related facilities provided with Federal financial assistance, and that all Federal executive departments and agencies shall take action to promote the abandonment of discriminatory practices with regard to residential property and related facilities provided with Federal financial assistance.

Age Discrimination Act of 1975, as amended (42 U.S.C. 6101), as amended:

- Provides that no person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Discrimination is prohibited in the assistance, tenant selection, sale, rental, and financing of dwellings. It is also prohibited in program administration and any enforcement mechanisms.

Affirmative Marketing and Minority Outreach: Each developer/grantee must adopt and follow affirmative marketing procedures and requirements for rental and homebuyer projects containing 5 or more assisted housing units. These procedures and actions will provide information and otherwise attract eligible persons in the program service area to the available housing or assistance without regard to race, color, national origin, sex, religion, familial status, or disability.

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Developers/Grantees shall use the Equal Housing Opportunity slogan, logo, or statement in all advertisements, public service announcements, press releases and information mailings. The HUD fair housing poster must be displayed in offices where rental activity takes place for all properties with 5 or more units.

The affirmative marketing requirements and procedures adopted must include:

- Methods for informing the public about Federal fair housing laws and affirmative marketing policy.
- Procedures to inform and solicit applications from person in the housing market area who are not likely to apply for the housing without special outreach (e.g., use of community organizations, places of worship, employment centers, fair housing groups, or housing counseling agencies).
- Records that will be kept describing actions taken to affirmatively market units and records to assess the result of these actions; and
- Developers, to the maximum extent possible, will be inclusive of all minorities, and women, and entities owned by minorities and women, including, without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing authorized under this Act, or any other Federal housing law applicable to such jurisdiction.

Violence Against Women Act (VAWA): 42 U.S. Code §14043e-11: Federal Register published August 6, 2013; Violence Against Women Reauthorization Act of 2013.

VAWA provides certain protections in regard to admissions, occupancy, termination, evictions, and leases for victims of domestic violence, dating violence, sexual assault, and stalking. Following is a general description of the VAWA program. Owners and managers of ARPA assisted housing should consult with its legal counsel for a complete description of VAWA and to determine how to apply and meet VAWA requirements for its project.

No applicant for tenant of ARPA-assisted housing may be denied admission to, denied assistance under, terminated from participation in, or evicted from the housing on the basis that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy. Incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking shall not be construed as a serious or repeated violation of a lease for the ARPA assisted housing by the victim or threatened victim of such incident, or good cause for terminating the assistance, tenancy or occupancy rights to the ARPA assisted housing of the victim of such incident.

No person may deny assistance, tenancy, or occupancy rights to ARPA-assisted housing to an applicant or tenant solely on the basis of criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking that is engaged in by a member of the household of the tenant or an affiliated individual of the tenant is a victim of or threatened victim of such domestic violence, dating violence, sexual assault, or stalking. The owner and/or manager of ARPA-assisted housing may bifurcate a lease for the housing in order to evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such criminal activity who is also a tenant or lawful occupant of the housing. The owner and/or manager must provide remaining tenants with the opportunity to establish eligibility.

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Any information submitted to the staff of ARPA-assisted housing, include the fact than an individual is a victim of domestic violence, dating violence, sexual assault, or stalking shall be maintained in confidence and may not be entered into any shared database or disclosed to any other entity or individual, except to the extent that the disclosure is requested or consented to by the individual in writing, and required for use in an eviction or proceeding against any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking, otherwise required by law.

Equal Access to Housing Regardless of Sexual Orientation: HUD issued its Final Rule on February 3, 2012, regarding Equal Access to Housing in HUD programs regardless of sexual orientation or gender identity. Owners may not inquire about the sexual orientation or gender identity of an applicant or occupant of HUD assisted housing for the purpose of determining eligibility or continued occupancy. This prohibition on inquiries regarding sexual orientation or gender identity does not prohibit any individual from voluntarily self-identifying sexual orientation or gender identity. Nor does the prohibition bar lawful inquiries of an applicant or occupant's sex where the housing provided or to be provided is temporary, emergency shelter that involves the sharing of sleeping areas or bathrooms.

Section 8 and Housing Choice Voucher Recipients – Discrimination Prohibited. (24 CFR 92.253 (d) (4): Funded rental projects may not “exclude an applicant with a certificate or voucher under the Section 8 Tenant-Based Assistance: Housing Choice Voucher Program (24 CFR Part 982) or an applicant participating in an ARPA-assisted rental based assistance program because of the status of the prospective tenant as a holder of such certificate, voucher, or comparable tenant-based assistance document.”

GAP SUBSIDY GRANT DEVELOPMENT CHECKLIST

<p>1. DEVELOPER/GRANTEE ORIENTATION FOR COUNTY FUNDS County staff or County Designee will orient Developers/Grantees to design, regulatory and other requirements. Developers/Grantees will meet with County and others as required, regarding:</p> <ol style="list-style-type: none"> 1. Environmental Review including Section 106 Review for New Construction 2. Davis Bacon and/or Prevailing Wage Requirements 3. Section 3 & MBE/WBE Solicitation and Utilization Plan 4. Section 106 Review 5. Lead-based paint requirements 6. Standards/Design Standards including Energy Audits and Energy Star and Visitability 7. Funding Requirements
<p>2. Design/Budget Review and Revision:</p> <ol style="list-style-type: none"> 1. Design review and revision, as needed: which may include County review of specifications, drawings, scope of work. 2. Construction budget review and revision, as needed
<p>3. Finalization of Agreement:</p> <ol style="list-style-type: none"> 1. Developer/Grantee submits final development budget. 2. County/County Designee orders final Grant Agreement 3. County/County Designee coordinates construction closings for project start. 4. Developer/Grantee submits all remaining items necessary for project start.
<p>4. Construction and Marketing:</p> <ol style="list-style-type: none"> 1. Developer/Grantee keeps County updated on construction schedule. 2. County/County Designee monitors and inspects progress, approving draws and change orders as necessary. 3. Developer/Grantee submits requested documentation. 4. Developer/Grantee begins marketing home(s) for sale. 5. Construction is completed. 6. Rehabilitation project receives final “last nail driven” lead clearance. 7. County/County Designee performs final inspection.
<p>5. Project Closeout:</p> <ol style="list-style-type: none"> 1. Developer/Grantee submits final project documentation to County/County Designee. 2. Final proforma delivered to County/County Designee and final accounting of project completed, project is closed. 3. Homeownership projects to include the following: <ol style="list-style-type: none"> 1. Prospective buyer may apply for Down Payment Assistance once a minimum of eight hours of pre-purchase education classes are completed. 2. Home sale completed. 3. Accounting of sales proceeds delivered to County/County Designee.

JANUARY 23, 2024 REGULAR MEETING

ATTACHMENT A: HUD ANNUAL HOUSEHOLD INCOME LIMITS

Income limits subject to change.
 Lansing-East Lansing, MI HUD Metro FMR Area
 Median income - \$97,800 for a family of 4 persons

Fiscal Year 2023 Income Limit Category	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
<u>Low (80%) Income Limits</u>	\$52,500	\$60,000	\$67,500	\$74,950	\$80,950	\$86,950	\$92,950	\$98,950
<u>(60%) Income Limits</u>	\$39,360	\$45,000	\$50,640	\$56,220	\$60,720	\$65,220	\$69,720	\$74,220
<u>Very Low (50%) Income Limits</u>	\$32,800	\$37,500	\$42,200	\$46,850	\$50,600	\$54,350	\$58,100	\$61,850
<u>Extremely Low (30%) Income Limits</u>	\$19,700	\$22,500	\$25,300	\$30,000	\$35,140	\$40,280	\$45,420	\$50,560

2023 HUD Homeowner Sales Price Limit

Home Sales Price Limit	Existing Homes	New Homes
	\$182,000	\$273,000

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION REAFFIRMING RESOLUTION #22-204 AND ADOPTING A REVISED
MEMORANDUM OF AGREEMENT GOVERNING THE GREATER LANSING REGIONAL
COMMITTEE FOR STORMWATER MANAGEMENT DATED SEPTEMBER 11, 2023**

RESOLUTION #24 – 006

WHEREAS, Ingham County has been a member of the Greater Lansing Regional Committee (GLRC) for Stormwater Management since 2003; and

WHEREAS, the Board of Commissioners approved the December 2, 2021 version of the Memorandum of Agreement (MOA) unanimously in Resolution #22-204; and

WHEREAS, the resolution included an attached “Cost-Sharing Plan” governing the method by which benefited County Departments would contribute to the GLRC budget and to the costs required by the County’s permit from the Michigan Department of Environment, Great Lakes and Energy (EGLE) for municipal stormwater discharge; and

WHEREAS, the GLRC has seen fit to revise the MOA to extend the termination of the MOA by one year, to April 30, 2028, to clarify the duties of its officers, bring itself into compliance with the state Open Meetings Act, and to eliminate an indemnification clause that Ingham County Counsel had stricken as illegal from Ingham County’s approved version of the MOA; and

WHEREAS, the Drain Commissioner recommends approval of the revised MOA and reaffirmation of Resolution #22-204, including its cost-sharing provisions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the September 11, 2023 Memorandum of Agreement and authorizes the Chairperson of the Board to sign the Memorandum after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that all provisions of Resolution #22-204 are reaffirmed and extended through April 30, 2028.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR 34CS SLAG, CS-T TRAP ROCK, 34CS TRAP ROCK, 29A CRUSHED LIMESTONE, H1 LIMESTONE, AND OHIO #9 AGGREGATES

RESOLUTION #24 – 007

WHEREAS, the Road Department annually purchases approximately 10,000 tons of various aggregates for road maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released Invitation for Bid (IFB) #213-23 and received competitive bid proposals for furnishing and delivering 34CS Slag, CS-T Trap Rock, 34CS Trap Rock, 29A Crushed Limestone, H1 Limestone, and Ohio #9 Aggregates on an as-needed, unit-price basis for a period of one (1) year; and

WHEREAS, bids for the various stone were solicited and evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to authorize purchase orders to the lowest qualified bidders for each material; and

WHEREAS, Yellow Rose Transport was the low bidder for 34CS Slag, CS-T Trap Rock, 34CS Trap Rock, and H1 Limestone; and

WHEREAS, Stoneco of Michigan was the lowest bidder for 29A Crushed Limestone and Ohio #9 Aggregate; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes entering into a contract with Yellow Rose Transport, Inc located at 3531 Busch Dr SW, Grandville, Michigan 49418 for furnishing 34CS Slag, CS-T Trap Rock, 34CS Trap Rock, and H1 Limestone Aggregates and also authorizes entering into a contract with Stoneco of Michigan located at 3700 Patterson Rd, Middleville, Michigan 49333 for furnishing 29A Crushed Limestone and Ohio #9 Aggregates 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 IFB #213-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Yellow Rose Transport and Stoneco of Michigan to purchase aggregate as needed and budgeted, on behalf of the Road Department.

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

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COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR PROCESSED ROAD GRAVELS,
VARIOUS CRUSHED AGGREGATES, CLASS 2 SAND, AND WINTER MAINTENANCE SAND**

RESOLUTION #24 – 008

WHEREAS, the Road Department annually purchases approximately 10,000 tons of various aggregates for road maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released Invitation to Bid (IFB) #214-23 and received competitive bid proposals for furnishing and delivering processed road gravels, various crushed aggregates, Class 2 Sand, and Winter Maintenance Sand on an as-needed, unit-price basis for a period of one year; and

WHEREAS, bids for processed road gravels, various crushed aggregates, Class 2 Sand, and Winter Maintenance Sand were solicited and evaluated by the Purchasing Department, and it is their recommendation, together with the concurrence of Road Department staff, to award the contract to the three lowest qualified bidders, consisting of Sunrise Aggregates, Stoneco of Michigan, and Crandell Bros Trucking; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes entering into a contract with:

Sunrise Aggregates located at 2100 Swan Rd, Dansville, Michigan 48819

Stoneco of Michigan located at 3700 Patterson Rd, Middleville, Michigan 49333

Crandell Bros Trucking located at 800 Island Hwy, Charlotte, Michigan 48813

for furnishing processed road gravels, various crushed aggregates, Class 2 Sand, and Winter Maintenance Sand 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 IFB #214-23.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Sunrise Aggregates, Stoneco of Michigan, and Crandell Bros Trucking 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 contract documents on behalf of the County after approval as to form by the County Attorney.

JANUARY 23, 2024 REGULAR MEETING

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE UAW TOPS AND ICEA COURT PROFESSIONAL
RECLASSIFICATION REQUESTS**

RESOLUTION #24 – 009

WHEREAS, the UAW TOPS and ICEA Court Professional collective bargaining agreements are each effective January 1, 2022 through December 31, 2024; and

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

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

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

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
142047	Account Clerk III FOC	Move from UAW E to UAW G
142049	Account Clerk III FOC	Move from UAW E to UAW G
142063	Account Clerk III FOC	Move from UAW E to UAW G
142055	Cashier FOC	Move from UAW C to UAW D
130073	Court Recorder – Circuit Court	Move from UAW G to UAW J
140053	Court Recorder - Probate/Circuit Court	Move from UAW E to UAW J
140054	Court Recorder - Probate/Circuit Court	Move from UAW E to UAW J
142062	Bench Warrant Clerk	Move from UAW F to UAW G
301199	Records Clerk - Sheriff's Office	Move from UAW D to UAW F
301203	Records Clerk - Sheriff's Office	Move from UAW D to UAW F
301204	Records Clerk - Sheriff's Office	Move from UAW D to UAW F
301205	Records Clerk - Sheriff's Office	Move from UAW D to UAW F
301206	Records Clerk - Sheriff's Office	Move from UAW D to UAW F
301209	Records Clerk - Sheriff's Office (PT)	Move from UAW D to UAW F
301223	Account Clerk to Administrative Coordinator – Sheriff's Office	Move from UAW E to UAW I
601335	Administrative Assistant to Administrative Coordinator – Environmental Health	Move from UAW G to UAW I
137010	Probation Officer	Move from ICEA Ct. 7 to ICEA Ct. 9
137011	Probation Officer	Move from ICEA Ct. 7 to ICEA Ct. 9
137012	Probation Officer	Move from ICEA Ct. 7 to ICEA Ct. 9
137028	Probation Officer	Move from ICEA Ct. 7 to ICEA Ct. 9
137029	Probation Officer	Move from ICEA Ct. 7 to ICEA Ct. 9

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137032 Probation Officer Move from ICEA Ct. 7 to ICEA Ct. 9
 137009 Chief Probation Officer/Sobriety Ct. Move from ICEA Ct. 10 to ICEA Ct. 12

Position Title	2024	2024	Difference
	Current Grade, Step 5	Proposed Grade, Step 5	
Acct. Clerk III FOC	UAW E: 47,911.34	UAW G: 53,582.19	5,670.85
Acct. Clerk III FOC	UAW E: 47,911.34	UAW G: 53,582.19	5,670.85
Acct. Clerk III FOC	UAW E: 47,911.34	UAW G: 53,582.19	5,670.85
Cashier FOC	UAW C: 42,142.03	UAW D: 44,939.94	2,797.91
Court Recorder – Cir. Ct.	UAW G: 53,582.19	UAW J: 63,507.71	9,925.52
Ct. Rec. – Probate/Cir. Ct.	UAW E: 47,911.34	UAW J: 63,507.71	15,596.37
Ct. Rec. – Probate/Cir. Ct.	UAW E: 47,911.34	UAW J: 63,507.71	15,596.37
Bench Warrant Clerk	UAW F: 50,645.24	UAW G: 53,582.19	2,936.95
Records Clerk – SO	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Records Clerk – SO	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Records Clerk – SO	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Records Clerk – SO	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Records Clerk – SO	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Records Clerk – SO (PT)	UAW D: 44,939.94	UAW F: 50,645.24	5,705.30
Admin. Coordinator – SO	UAW E: 47,911.34	UAW I: 60,013.41	12,102.07
Admin. Coordinator – EH	UAW G: 53,582.19	UAW I: 60,013.41	6,431.22
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Probation Officer	ICEA 7: 73,038.20	ICEA 9: 87,128.10	14,089.90
Ch. Probation Ofc./S. Ct.	ICEA 10: 94,099.81	ICEA 12: 108,088.38	13,988.57
TOTAL:			\$215,158.73

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

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF THE HUMAN RESOURCES DEPARTMENT
BUDGET LINE ITEM FOR EMPLOYEE SERVICE AWARDS TO THE DIVERSITY, EQUITY,
AND INCLUSION OFFICE**

RESOLUTION #24 – 010

WHEREAS, prior to the pandemic beginning in 2020, an Employee Service Award luncheon was held each spring by Human Resources Department staff to recognize employees who had reached employment tenure milestones as well as those who retired during the past year; and

WHEREAS, since that time, the establishment of the Diversity, Equity, and Inclusion Office has provided the opportunity to enhance such employee recognition activities; and

WHEREAS, beginning in 2024, employee recognition will be included within the agenda of an annual Diversity Luncheon which is facilitated by the Diversity, Equity, and Inclusion Office; and

WHEREAS, authorization is therefore being requested to transfer the budget line item for employee service awards (line item 10122600 726020), currently in the amount of \$1,300, from the Human Resources Department budget to the budget for the Diversity, Equity, and Inclusion Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of the Human Resources Department budget line item for employee service awards (line item 10122600 726020), currently in the amount of \$1,300, to the budget for the Diversity, Equity, and Inclusion Office.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

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

Commissioner Peña provided a brief overview of the resolution and stated this resolution was pulled for a roll call vote.

The motion to adopt the resolution carried unanimously via roll call vote. Absent: Commissioners Ruest and Sebolt.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE RECLASSIFICATION OF THE UAW TOPS
PUBLIC DEFENDER’S OFFICE CLERK LEVELS II & III**

RESOLUTION #24 – 011

WHEREAS, on May 23, 2023, in resolution #23-235, the Ingham County Board of Commissioners approved the reclassification requests for the Public Defender’s Office Clerks based upon the incumbents’ holding the Clerk I position; and

WHEREAS, the Human Resources Department has subsequently conducted a reclassification review of the (unfilled) Clerk II and Clerk III levels for this position in accordance with the reclassification procedures established for UAW Technical, Office, and Para-Professional Unit positions (UAW TOPS); and

WHEREAS, the reclassification results are supported by the UAW TOPS and approval by the Ingham County Board of Commissioners of these reclassification results is being sought at this time.

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

<u>Position Title</u>	<u>Action</u>
Clerk II – PDO	Move from UAW E to UAW G
Clerk III – PDO	Move from UAW F to UAW H

	2024	2024	
<u>Position Title</u>	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	<u>Difference</u>
Clerk II – PDO	UAW E: 47,911.34	UAW G: 53,582.19	5,670.85
Clerk III – PDO	UAW F: 50,645.24	UAW H: 56,715.98	6,070.74

TOTAL: 11,741.59

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

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION #24 – 012

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

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

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

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

WHEREAS, the 2024 Ingham County budget includes \$10,000 for the Ingham Conservation District.

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

BE IT FURTHER RESOLVED, that this agreement shall be for the period of January 1, 2024 through December 31, 2024 in an amount not to exceed \$10,000.

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

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 01/17/2024**

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

JANUARY 23, 2024 REGULAR MEETING

Commissioner Maiville disclosed that he had a family member that was employed as the director of the Conservation District. Commissioner Maiville further stated this agreement was consistent with previous years before they had become the director.

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

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 14**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2024 ADMINISTRATIVE FUND

RESOLUTION #24 - 013

A regular meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on January 23, 2024. The following Commissioners were

PRESENT: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Tennis, and Trubac.

ABSENT: Ruest and Sebolt.

RESOLUTION AUTHORIZING 2024 ADMINISTRATIVE FUND

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses so long as the Treasurer waives right to receive such sums as would be payable to him under Section 87c, Subsection (3).

Discussion followed. A vote was thereupon taken on the foregoing resolution and was as follows:

AYES: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Tennis, and Trubac.

NAYS: None.

ABSTAIN: None.

ABSENT: Ruest and Sebolt.

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

JANUARY 23, 2024 REGULAR MEETING

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

Commissioner Grebner explained that, in the distant past, State law had included tiny Easter eggs for Elected Officials, stating that they were given a tiny percentage of some fund in the way of a raise. Commissioner Grebner further stated that Ingham County’s policy was that all of those special deals had been tracked down and all of the Countywide Elected Officials would waive those and take the salaries that the Board of Commissioners set.

Commissioner Grebner explained there was a tiny amount buried in the Delinquent Tax Fund that would be paid to the County Treasurer if Ingham County did not require that to be surrendered and if the State law had not been amended years ago to remove it. Commissioner Grebner further stated this added a paragraph or two to the resolution and additionally, there was a paragraph or two in the compensation resolution stating the Elected Officials would be waiving that.

The motion to adopt the resolution carried unanimously via roll call vote. Absent: Commissioners Ruest and Sebolt.

A sufficient majority having voted therefor, the resolution appearing above were adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I, Barb Byrum, Clerk for the County of Ingham, do hereby certify that the above and foregoing is a true and correct copy of the resolutions adopted by the Board of Commissioners of the County of Ingham Michigan on January 23, 2024 as appears on record in my office, and that I have compared the same with the original that is a true transcript therefrom and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at Mason, Michigan this __ day of _____, 2024

Barb Byrum, Ingham County Clerk

[SEAL]

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 15**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**2024 BORROWING RESOLUTION
(2023 DELINQUENT TAXES)**

RESOLUTION #24 – 014

A regular meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on January 23, 2024. The following Commissioners were

PRESENT: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Tennis, and Trubac.

ABSENT: Ruest and Sebolt.

The resolution set forth below was offered by Commissioner Grebner and supported by Commissioner Peña.

**2024 BORROWING RESOLUTION
(2023 DELINQUENT TAXES)**

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the “Treasurer”); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and

WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

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WHEREAS, the County Board of Commissioners (the “Board”) has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the “Revolving Fund Program”), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended (“Act 206”); and

WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 (“local units”); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2023 to the County and the local units (collectively, the “taxing units”) which will have remained unpaid on March 1, 2024 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of Notes (or after such prior series of Notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the Notes authorized hereunder are issued (the “Delinquent Taxes”); and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2024 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED:

I. GENERAL PROVISIONS

101. Establishment of 2024 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2024 Delinquent Tax Revolving Fund (the “Revolving Fund”) as a separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.

102. Issuance of Notes. The County shall issue its General Obligation Limited Tax Notes, Series 2024 in one or more series (the “Notes” or “Note”), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.

103. Aggregate Amount of Notes.

(a) The Notes shall be issued in an aggregate amount to be determined in accordance with this Section by the Treasurer.

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(b) The aggregate amount of the Notes shall not be less than the amount by which the actual or estimated Delinquent Taxes exceeds (i) the County's participating share of Delinquent Taxes, and (ii) any sums otherwise available to fund the Tax Payment Account established under Section 702 (including any monies held in respect of Section 704(c)).

(c) The aggregate amount of the Notes shall not be greater than the sum of (i) the actual amount of the Delinquent Taxes pledged to the payment of debt service on the Notes, plus (ii) the amount determined by the Treasurer to be allocated to a reserve fund. Original proceeds of the Notes devoted to a reserve fund shall not exceed the lesser of (A) the amount reasonably required for those of the Notes secured by the reserve fund, (B) 10% of the proceeds of such Notes, (C) the maximum amount of annual debt service on such Notes, or (D) 125% of average annual debt service on such Notes.

(d) The aggregate amount of the Notes shall be designated by the Treasurer by written order after (i) the amount of the Delinquent Taxes, or the amount of Delinquent Taxes to be funded by the issuance of the Notes, has been estimated or determined, and (ii) the amount of the reasonably required reserve fund has been calculated. Delinquent Taxes shall be estimated based on delinquencies experienced during the past three fiscal years and on demographic and economic data relevant to the current tax year, and shall be determined based on certification from each of the taxing units. The amount of the reasonably required reserve fund shall be calculated pursuant to such analyses and certificates as the Treasurer may request.

104. Proceeds. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated to occur to allow distribution of the proceeds of the Notes within 20 days after the date of issue, the proceeds of the Notes shall be deposited in the County's 2024 Delinquent Tax Project Account and thereafter used to fund the whole or a part of the County's 2024 Tax Payment Account, 2024 Notes Reserve Account and/or 2024 Note Payment Account, subject to and in accordance with Article VII. If the Notes are issued and sold on or after such time, the proceeds of the Notes shall be deposited directly into the County's 2024 Tax Payment Account, 2024 Notes Reserve Account and/or 2024 Note Payment Account, as provided in Article VII.

105. Treasurer's Order Authorizing Notes and Establishing Delinquent Taxes. At or prior to the time any Note is issued pursuant to this resolution, the Treasurer, as authorized by Act 206, may issue a written order specifying the amount and character of the Delinquent Taxes, the Article or Articles under which the Notes are being issued and any other matters subject to the Treasurer's control under either this resolution or Act 206.

II. FIXED MATURITY NOTES

201. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article II. All reference to "Notes" in Article II refers only to Notes issued pursuant to Article II, unless otherwise specified.

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202. Date. The Notes shall be dated as of the date of issue or as of such earlier date specified by written order of the Treasurer.

203. Maturity and Amounts. Notes issued pursuant to this Article II shall be structured in accordance with subsections (a) or (b) below as determined by the Treasurer pursuant to written order.

(a) The first maturity of the Notes or of a series of the Notes shall be determined by the Treasurer pursuant to written order, but shall not be later than three years after the date of issue. Later maturities of the Notes shall be on the first anniversary of the preceding maturity or on such earlier date as the Treasurer may specify by written order. The Notes shall be structured with the number of maturities determined by the Treasurer to be necessary or appropriate, and the last maturity shall be scheduled for no later than the sixth anniversary of the date of issue. The amount of each maturity or of any mandatory or optional call date shall be set by the Treasurer when the amount of Delinquent Taxes is determined by the Treasurer or when a reliable estimate of the Delinquent Taxes is available to the Treasurer. In determining the exact amount of each maturity or of any mandatory or optional call date the Treasurer shall consider the schedule of delinquent tax collections prepared for the tax years ending December 31, 2023, or ending any other years and the corollary schedule setting forth the anticipated rate of collection of those Delinquent Taxes which are pledged to the repayment of the Notes. The amount of each maturity and the scheduled maturity dates of the Notes shall be established to take into account the dates on which the Treasurer reasonably anticipates the collection of such Delinquent Taxes and shall allow for no more than a 15% variance between the debt service payable on each maturity date, the Notes, and the anticipated amount of pledged monies available on such maturity date to make payment of such debt service.

(b) Alternatively, the Notes or a series of the Notes may be structured with a single stated maturity falling not later than the fourth anniversary of the date of issue. The Notes issued under this subsection (b) shall be subject to redemption on such terms consistent with the applicable parts of subsection (a) of this section and with Section 209 as shall be ordered by the Treasurer, but in no event shall such Notes be subject to redemption less frequently than annually.

204. Interest Rate and Date of Record.

(a) Except as otherwise provided in this paragraph, the Notes issued pursuant to subsection (a) of Section 203 shall bear interest payable semi-annually, with the first interest payment to be payable (i) on the first date, after issuance, corresponding to the day and month on which the maturity of such Notes falls, or (ii) if the Treasurer so orders, six months before such date. In the event (i) any maturity of the Notes arises either less than six months before the succeeding maturity date or less than six months after the preceding maturity date and (ii) the Treasurer so orders in writing, interest on the Notes shall be payable on such succeeding or preceding maturity date. Subject to the following sentence, the Notes issued pursuant to subsection (b) of Section 203 shall, pursuant to written order of the Treasurer, bear interest monthly, quarterly, or semiannually, as provided by written order of the Treasurer. If the Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant

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to written order of the Treasurer, bear interest weekly, monthly, quarterly or on any put date, or any combination of the foregoing, as provided by written order of the Treasurer.

(b) Interest shall not exceed the maximum rate permitted by law.

(c) Interest shall be mailed by first class mail to the registered owner of each Notes as of the applicable date of record, provided, however, that the Treasurer may agree with the Registrar (as defined below) on a different method of payment.

(d) Subject to Section 403 in the case of variable rate Notes, the date of record shall be not fewer than 14 nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

205. Note Form. The form of Note shall be consistent with the provisions of this Resolution and shall reflect all material terms of the Notes. Unless the Treasurer shall by written order specify the contrary, the Notes shall be issued in fully registered form both as to principal and interest, registrable upon the books of a Note Registrar (the "Registrar") to be named by the Treasurer. If the Notes are issued in bearer form the Treasurer shall appoint a paying agent (the "Paying Agent"). (The Registrar or Paying Agent so named may be any bank or trust company or other entity, including the County Treasurer, offering the necessary services pertaining to the registration and transfer of negotiable securities.)

206. Denominations and Numbers. The Notes shall be issued in one or more denomination or denominations of \$1,000 each or any integral multiple of \$1,000 in excess of \$1,000, as determined by the Treasurer. Notwithstanding the foregoing, however, in the event the Notes are deposited under a book entry depository trust arrangement pursuant to Section 208, the Notes may, if required by the depository trustee, be issued in denominations of \$5,000 each or any integral multiple of \$5,000. The Notes shall be numbered from one upwards, regardless of maturity, in such order as the Registrar shall determine.

207. Transfer or Exchange of Notes.

(a) Notes issued in registered form shall be transferable on a Note register maintained with respect to the Notes upon surrender of the transferred Notes, together with an assignment executed by the registered owner or his or her duly authorized attorney-in-fact in form satisfactory to the Registrar. Upon receipt of a properly assigned Note, the Registrar shall authenticate and deliver a new Note or Notes in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

(b) The Notes may likewise be exchanged for one or more other Notes with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the Note or Notes being exchanged, upon surrender of the Note or Notes and the submission of written instructions to the Registrar or, in the case of bearer Notes, to the Paying Agent. Upon receipt of a Note with proper written instructions the Registrar or Paying Agent shall authenticate and deliver a new Note or Notes to the owner thereof or to the owner's attorney-in-fact.

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(c) Any service charge made by the Registrar or Paying Agent for any such registration, transfer or exchange shall be paid for by the County as an expense of borrowing, unless otherwise agreed by the Treasurer and the Registrar or Paying Agent. The Registrar or Paying Agent may, however, require payment by a Noteholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

208. Book Entry Depository Trust. At the option of the Treasurer, and notwithstanding any contrary provision of Section 212, the Notes may be deposited, in whole or in part, with a depository trustee designated by the Treasurer who shall transfer ownership of interests in the Notes by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Notes. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Treasurer after consultation with the depository trustee. The Treasurer is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Treasurer shall deem appropriate and not otherwise prohibited by the terms of this Resolution. The depository trustee may be the same as the Registrar otherwise named by the Treasurer, and the Notes may be transferred in part by depository trust and in part by transfer of physical certificates as the Treasurer may determine.

209. Redemption.

(a) Subject to the authority granted the Treasurer pursuant to subsection (c) of this Section (in the case of fixed rate Notes) and to the authority granted the Treasurer pursuant to Section 404 (in the case of variable rate Notes), the Notes or any maturity or maturities of the Notes shall be subject to redemption prior to maturity on the terms set forth in subsection (b) below.

(b) Notes scheduled to mature after the first date on which any Notes of the series are scheduled to mature shall be subject to redemption, in inverse order of maturity, on each interest payment date arising after the date of issue.

(c) If the Treasurer shall determine such action necessary to enhance the marketability of the Notes or to reduce the interest rate to be offered by prospective purchasers on any maturity of the Notes, the Treasurer may, by written order prior to the issuance of such Notes, (i) designate some or all of the Notes as non-callable, regardless of their maturity date, and/or (ii) delay the first date on which the redemption of callable Notes would otherwise be authorized under subsection (b) above.

(d) Notes of any maturity subject to redemption may be redeemed before their scheduled maturity date, in whole or in part, on any permitted redemption date or dates, subject to the written order of the Treasurer. The Notes called for redemption shall be redeemed at par, plus accrued interest to the redemption date, plus, if the Treasurer so orders, a premium of not more than 1%. Redemption may be made by lot or pro rata, as shall be determined by the Treasurer.

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(e) With respect to partial redemptions, any portion of a Note outstanding in a denomination larger than the minimum authorized denomination may be redeemed, provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event less than the entire principal amount of a Note is called for redemption, the Registrar or Paying Agent shall, upon surrender of the Note by the owner thereof, authenticate and deliver to the owner a new Note in the principal amount of the principal portion not redeemed.

(f) Notice of redemption shall be by first class mail 30 days prior to the date fixed for redemption, or such shorter time prior to the date fixed for redemption as may be consented to by the holders of all outstanding Notes to be called for redemption. Such notice shall fix the date of record with respect to the redemption if different than otherwise provided in this Resolution. Any defect in any notice shall not affect the validity of the redemption proceedings. Notes so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with a paying agent to redeem the same.

210. Discount. At the option of the Treasurer, the Notes may be offered for sale at a discount not to exceed 2%.

211. Public or Private Sale. The Treasurer may, at the Treasurer's option, conduct a public or private sale of the Notes. After a Public sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of a Public sale shall be as specified in a published Notice of Sale prepared by the Treasurer announcing the principal terms of the Notes and the offering. Alternatively, the Treasurer may, at the Treasurer's option, negotiate a private sale of the Notes as provided in Act 206. If required by law, or if otherwise determined by the Treasurer to be in the best interest of the County, (a) the Notes shall be rated by a national rating agency selected by the Treasurer, (b) a good faith deposit shall be required of the winning bidder, and/or (c) CUSIP numbers shall be assigned to the Notes. If a public sale is conducted or if otherwise required by law or the purchaser of the Notes, the Treasurer shall prepare or cause to be prepared and disseminated an offering memorandum or official statement containing all material terms of the offer and sale of the Notes. Pursuant to any sale of the Notes, the County shall make such filings, shall solicit such information and shall obtain such governmental approvals as shall be required pursuant to any state or federal law respecting back-up income tax withholding, securities regulation, original issue discount or other regulated matter.

212. Execution and Delivery. The Treasurer is authorized and directed to execute the Notes on behalf of the County by manual or facsimile signature, provided that if the facsimile signature is used the Notes shall be authenticated by the Registrar or any tender agent as may be appointed pursuant to Section 801(c). The Notes shall be sealed with the County seal or imprinted with a facsimile of such seal. The Treasurer is authorized and directed to then deliver the Notes to the purchaser thereof upon receipt of the purchase price. The Notes shall be delivered at the expense of the County in such city or cities as may be designated by the Treasurer.

213. Renewal, Refunding or Advance Refunding Notes. If at any time it appears to be in the best interests of the County, the Treasurer, by written order, may authorize the issuance of renewal, refunding or advance refunding Notes. The terms of such Notes, and the procedures incidental to their issuance, shall be set subject to Section 309 and, in appropriate cases, Article X.

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III. SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article III. All references to “Notes” in Article III refer only to Notes issued pursuant to Article III, unless otherwise specified.

302. Date and Maturity. The Notes shall be dated as of their date of issuance or any prior date selected by the Treasurer, and each issuance thereof shall mature on such date not exceeding three years from the date of their issuance as may be specified by written order of the Treasurer.

303. Interest and Date of Record. The Notes shall bear interest payable monthly, quarterly, or semi-annually and at maturity at such rate or rates as may be determined by the Treasurer not exceeding the maximum rate of interest permitted by law on the date the Notes are issued. The date of record shall be not fewer than two nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

304. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. The Notes shall, in the discretion of the Treasurer and consistent with Section 205, either be payable to bearer or be issued in registered form. If issued in registered form, the Notes may be constituted as book-entry securities consistent with Section 208, notwithstanding any contrary provision of Section 308.

305. Denomination and Numbers. The Notes shall be issued in one or more denomination or denominations, as determined by the Treasurer. The Notes shall be numbered from one upwards in such order as the Treasurer determines.

306. Redemption. The authority and obligations of the Treasurer set forth in subsections (b) and (c) of Section 209 (in the case of fixed rate Notes), or Section 404 (in the case of variable rate Notes), as the case may be, shall apply also to the Notes issued under Article III.

307. Sale of Notes. The authority and obligations of the Treasurer set forth in Sections 210 and 211 respecting Fixed Maturity Notes shall apply also to the Notes issued under Article III.

308. Execution and Delivery. The authority and obligations of the Treasurer set forth in Section 212 respecting Fixed Maturity Notes shall also apply to the Notes issued under Article III.

309. Renewal or Refunding Notes.

(a) The Treasurer may by written order authorize the issuance of renewal or refunding Notes (collectively the “Renewal Notes”). Renewal Notes shall be sold on the maturity date of, and the proceeds applied to the payment of debt service on, the Notes to be renewed. The maturities and repayment terms of the Renewal Notes shall be set by written order of the Treasurer.

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(b) In the order authorizing Renewal Notes, the Treasurer shall specify whether the Notes shall be issued in accordance with this Article III, in which event the provisions of Article III shall govern the issuance of the Notes, or whether the Notes shall be issued in accordance with Article II, in which event the provisions of Article II shall govern the issuance of the Notes. The order shall also provide for and shall also govern with respect to:

- (i) the aggregate amount of the Renewal Notes;
- (ii) the date of the Renewal Notes;
- (iii) the denominations of the Renewal Notes;
- (iv) the interest payment dates of the Renewal Notes;
- (v) the maturity or maturities of the Renewal Notes;
- (vi) the terms of sale of the Renewal Notes;

(vii) whether any Renewal Notes issued in accordance with Article II shall be subject to redemption and, if so, the terms thereof; and

(viii) any other terms of the Renewal Notes consistent with, but not specified in, Article II or Article III.

(c) Regardless of whether Renewal Notes need be approved by prior order of the Department of Treasury, the Treasurer, pursuant to Section 89(5)(d) of Act 206, shall promptly report to the Department of Treasury the issuance of any Renewal Notes.

IV. VARIABLE INTEREST RATE

401. Variable Rate Option. At the option of the Treasurer, exercisable by written order, the Notes, whether issued pursuant to Article II or Article III, may be issued with a variable interest rate, provided that the rate shall not exceed the maximum rate of interest permitted by law.

402. Determination of Rate. The order of the Treasurer shall provide how often the variable interest rate shall be subject to recalculation, the formula or procedure for determining the variable interest rate, whether and on what terms the rate shall be determined by a remarketing agent in the case of demand obligations consistent with Section 801(d), and whether and on what terms a fixed rate of interest may be converted to or from a variable rate of interest. Such formula or procedure shall be as determined by the Treasurer, but shall track or float within a specified percentage band around the rates generated by any one or more of the following indices:

(i) Publicly reported prices or yields of obligations of the United States of America;

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(ii) An index of municipal obligations periodically reported by a nationally recognized source;

(iii) The prime lending rate from time to time set by any bank or trust company in the United States with unimpaired capital and surplus exceeding \$40,000,000;

(iv) Any other rate or index that may be designated by order of the Treasurer provided such rate or index is set or reported by a source which is independent of and not controlled by the Treasurer or the County.

The procedure for determining the variable rate may involve one or more of the above indices as alternatives or may involve the setting of the rate by a municipal bond specialist provided such rate shall be within a stated percentage range of one or more of the indices set forth above.

403. Date of Record. The Date of Record shall be not fewer than one nor more than 31 days before the date of payment, as designated by written order of the Treasurer.

404. Redemption. Notwithstanding any contrary provision of subsections (b) and (c) of Section 209, but subject to the last sentence of this Section 404, Notes bearing interest at a variable rate may be subject to redemption by the County and/or put by the holder at any time or times and in any order, as may be determined pursuant to written order of the Treasurer. Notes shall not be subject to redemption more frequently than monthly.

405. Remarketing, Repurchase and Resale.

(a) In the event the Notes issued under this Article IV are constituted as a demand obligation, the interest rate on the Notes shall be governed by, and/or shall be subject to, remarketing by a remarketing agent appointed in accordance with Section 801(c), under the terms of a put agreement employed in accordance with Section 801(d).

(b) The County shall be authorized, consistent with Act 206 and pursuant to order of the Treasurer, to participate in the repurchase and resale of the Notes in order to reduce the cost of, or increase the revenue, attendant to the establishment of the Revolving Fund and the issuance and discharge of the Notes. Any purchase of the Notes pursuant to this subsection (b) shall be made with unpledged monies drawn from revolving funds established by the County in connection with retired general obligation limited tax notes.

V. MULTIPLE SERIES

501. Issuance of Multiple Series. At the option of the Treasurer, exercisable by written order, the Note or Notes issued under Article II, Article III or Article X may be issued in two or more individually designated series. Each series shall bear its own rate of interest, which may be fixed or variable in accordance with Article IV. Various series need not be issued at the same time and may be issued from time to time in the discretion of the Treasurer exercisable by written order. In determining the dates of issuance of the respective series, the Treasurer shall consider, among

JANUARY 23, 2024 REGULAR MEETING

other pertinent factors, the impact the dates selected may have on the marketability, rating and/or qualification for credit support or liquidity support for, or insurance of, the Note or Notes. The Note of each such series shall be issued according to this Resolution in all respects (and the term “Note” or “Notes” shall be deemed to include each series of Notes throughout this Resolution), provided that:

(a) The aggregate principal amount of the Notes of all series shall not exceed the maximum aggregate amount permitted under Section 103;

(b) Each series shall be issued pursuant to Article II or Article III, and different series may be issued pursuant to different Articles;

(c) Each series shall be issued pursuant to Section 502 or Section 503, and different series may be issued pursuant to different Sections;

(d) A series may be issued under Article II for one or more of the annual maturities set forth in Article II with the balance of the annual maturities being issued under Article II or under Article III in one or more other series, provided that the minimum annual maturities set forth in Section 203 shall be reduced and applied pro rata to all Notes so issued; and

(e) The Notes of all series issued pursuant to Article II above shall not, in aggregate, mature in amounts or on dates exceeding the maximum authorized maturities set forth in Section 203.

502. Series Secured Pari Passu. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be secured *pari passu* with the other by the security described in and the amounts pledged by Article VII below. Moreover, such security may, pursuant to further written order of the Treasurer, be segregated in accordance with the following provisions.

(a) The Treasurer may by written order establish separate sub-accounts in the County's 2024 Note Reserve Account for each series of Notes, into which shall be deposited the amount borrowed for the Note Reserve Account for each such series.

(b) The Treasurer may by written order establish separate sub-accounts in the County's 2024 Note Payment Account for each series of Notes, and all amounts deposited in the Note Payment Account shall be allocated to the sub-accounts.

(c)(i) In the event separate sub-accounts are established pursuant to subsection (b) above, and subject to Paragraph (ii) below, the percentage of deposits to the County's 2024 Note Payment Account allocated to each sub-account may be set equal to the percentage that Notes issued in the corresponding series bears to all Notes issued under this Resolution or to any other percentage designated by the Treasurer pursuant to written order; provided that if the various series are issued at different times or if the various series are structured with different maturity dates, (I) sums deposited in the Note Payment Account prior to the issuance of one or more series may upon the issuance of each such series be reallocated among the various sub-accounts established under

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Subsection (b) above to achieve a balance among the sub-accounts proportionate to the designated percentage allocation, and/or (II) deposits to the Note Payment Account may be allocated among the sub-accounts according to the total amount of debt service that will actually be paid from the respective sub-accounts.

(ii) Alternatively, the Treasurer may, by written order, rank the sub-accounts established under Subsection (b) above in order of priority, and specify that each such sub-account shall receive deposits only after all sub-accounts having a higher priority have received deposits sufficient to discharge all (or any specified percentage of) Notes whose series corresponds to any of the sub-accounts having priority.

(d) In the absence of a written order of the Treasurer to the contrary, the amounts in each sub-account established pursuant to this Section 502 shall secure only the Notes issued in the series for which such sub-account was established, until such Notes and interest on such Notes are paid in full, after which the amounts in such sub-account may, pursuant to written order of the Treasurer, be added pro rata to the amounts in the other sub-accounts and thereafter used as part of such other sub-accounts to secure all Notes and interest on such Notes for which such other sub-accounts were created, until paid in full. Alternatively, amounts held in two or more sub-accounts within either the Note Reserve Account or the Note Payment Account may be commingled, and if commingled shall be held *pari passu* for the benefit of the holders of each series of Notes pertaining to the relevant sub-accounts.

503. Series Independently Secured. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be independently secured in accordance with this Section 503.

(a) Each series of Notes shall pertain to one or more taxing units, as designated by the Treasurer pursuant to written order, and no two series of Notes shall pertain to the same taxing unit. A school district, intermediate school district, or community college district extending beyond the boundaries of a city in which it is located may, pursuant to written order of the Treasurer, be subdivided along the boundaries of one or more cities and each such subdivision shall be deemed a taxing unit for purposes of this Section 503.

(b) Separate sub-accounts shall be established in the County's 2024 Tax Payment Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account to only those taxing units designated as being in that series.

(c) In the event Notes are issued for deposit into the Project Account established under Section 701, separate sub-accounts shall be established in the Project Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account only to accounts, sub-accounts and/or taxing units designated as being in the series corresponding to the sub-account from which disbursement is being made.

(d) A separate sub-account shall be established in the County's 2024 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the

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Treasurer under Section 103 or Section 703 with respect to the series. Each sub-account shall secure one and only one series.

(e) A separate sub-account shall be established in the County's 2024 Note Payment Account for each series of Notes. Each sub-account shall be allocated only those amounts described in Section 704 which pertain to the taxing units included in the series corresponding to the sub-account. Chargebacks received from a taxing unit pursuant to Section 905 shall be deposited in the sub-account corresponding to the series in which the taxing unit is included. Amounts held in each sub-account shall secure the debt represented by only those Notes included in the series corresponding to the sub-account, and disbursements from each sub-account may be applied toward the payment of only those Notes included in the series corresponding to the sub-account.

(f) The amounts in each sub-account established pursuant to this Section 503 shall secure only the Notes issued in the series for which such sub-account was established until such Notes and interest on such Notes are paid in full, after which any amounts remaining in such sub-account shall accrue to the County and shall no longer be pledged toward payment of the Notes.

VI. TAXABILITY OF INTEREST

601. Federal Tax. The County acknowledges that the current state of Federal law mandates that the Notes be structured as taxable obligations. Consequently, the Notes shall, subject to Article X, be issued as obligations the interest on which is not excluded from gross income for purposes of Federal income tax.

602. State of Michigan Tax. Consistent with the treatment accorded all obligations issued pursuant to Act 206, interest on the Notes shall be exempt from the imposition of the State of Michigan income tax and the State of Michigan single business tax, and the Notes shall not be subject to the State of Michigan intangibles tax.

603. Change in Federal Tax Status. In the event there is a change in the Federal tax law or regulations, a ruling by the U.S. Department of Treasury or Internal Revenue Service establishes that the Notes may be issued as exempt from Federal income taxes or a change in Michigan law causes the Notes in the opinion of counsel to be exempt from federal income taxes, the Notes may be so issued.

VII. FUNDS AND SECURITY

701. Delinquent Tax Project Account. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2024 Delinquent Tax Project Account (the "Project Account") shall be established by the Treasurer as a separate and distinct fund of the County within its general fund. The Project Account shall receive all proceeds from the sale of the Notes,

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including any premium or accrued interest received at the time of sale. The Project Account shall be held in trust by an escrow agent until the monies therein are disbursed in accordance with this Article VII. The escrow agent shall be a commercial bank, shall be located in Michigan, shall have authority to exercise trust powers, and shall have a net worth in excess of \$25,000,000. The form and content of the agreement between the County and the escrow agent shall be approved by the Treasurer. Subject to the following sentence, monies deposited in the Project Account shall be expended only (i) for the purpose of funding the Tax Payment Account established under Section 702 and (ii) to the extent permitted by Act 206, for the purpose of paying the expenses of the offering of the Notes. In the event the Treasurer by written order so directs, additional funding of the Project Account may be undertaken, and any surplus proceeds remaining in the Project Account after the Treasurer has completed the funding of the Tax Payment Account may be transferred to either the 2024 Note Reserve Account created under Section 703 or the 2024 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2024 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. 2024 Tax Payment Account. The County's 2024 Tax Payment Account (the "Tax Payment Account") is hereby established as a distinct account within the Revolving Fund. The Treasurer shall designate all or a portion of the proceeds of the Notes, not to exceed the amount of Delinquent Taxes, for deposit in the Tax Payment Account. If, however, the proceeds of the Notes are initially deposited in the Project Account pursuant to Section 701, the Treasurer is instead authorized and directed to transfer monies included in the Project Account in accordance with the procedures set forth in Section 701. The County shall apply the monies in the Tax Payment Account to the payment of the Delinquent Taxes or expenses of the borrowing in accordance with Act 206. The allocation of monies from the Tax Payment Account may be made pursuant to a single, comprehensive disbursement or may instead be made from time to time, within the time constraints of Act 206, to particular taxing units as monies are paid into the Tax Payment Account, such that the source of the monies (whether from the County's own funds, from the proceeds of a tax exempt borrowing or from the proceeds of a taxable borrowing) may be traced to the particular taxing unit receiving the funds. Moreover, and regardless of whether multiple series of Notes are issued, the Tax Payment Account may be divided into separate sub-accounts in order to allow the Treasurer to designate which taxing units shall receive borrowed funds and which shall receive funds otherwise contributed by the County.

703. 2024 Note Reserve Account. In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2024 Note Reserve Account (the "Note Reserve Account") as a distinct account within the Revolving Fund. After depositing all of the monies to fund the Tax Payment Account pursuant to Section 702, the Treasurer shall next transfer to the Note Reserve Account, either from the Project Account or directly from the proceeds of Notes, any proceeds remaining from the initial issuance of the Notes. In addition, the Treasurer may transfer unpledged monies from other County sources to the Note Reserve Account in an amount which, when added to any other amounts to be deposited in the Note Reserve Account, does not exceed the amount reasonably required for the Notes secured by the Reserve Account or, if less, 20% of the total amount of the Notes secured by the Reserve Account. Except as provided below, all monies in the Note Reserve Account shall be used solely for payment of principal of, premium, if any, and interest on the Notes to the extent that monies required for such payment are not

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available in the County's 2024 Note Payment Account. Monies in the Note Reserve Account shall be withdrawn first for payment of principal of, premium, if any, and interest on the Notes before County general funds are used to make the payments. All income or interest earned by, or increment to, the Note Reserve Account due to its investment or reinvestment shall be deposited in the Note Reserve Account. When the Note Reserve Account is sufficient to retire the Notes and accrued interest thereon, the Treasurer may order that the Note Reserve Account be used to purchase the Notes on the market, or, if the Notes are not available, to retire the Notes when due. If so ordered by the Treasurer, all or any specified portion of the Note Reserve Account may be applied toward the redemption of any Notes designated for redemption in accordance with Section 209.

704. 2024 Note Payment Account.

(a) The County's 2024 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2024 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2024 Note Payment Account, is herein referred to as the "Note Payment Account".) The Treasurer is directed to deposit into the Note Payment Account, promptly on receipt, those amounts described below in Paragraphs (i), (ii), (iv), and (v) that are not excluded pursuant to Subsection (c) below. Furthermore, the Treasurer may, by written order, deposit into the Note Payment Account all or any portion of the amounts described below in Paragraph (iii).

(i) All Delinquent Taxes.

(ii) All statutory interest on the Delinquent Taxes.

(iii) All property tax administration fees on the Delinquent Taxes, net of any amounts applied toward the expenses of this borrowing.

(iv) Any amounts which are received by the Treasurer from the taxing units within the County because of the uncollectability of the Delinquent Taxes.

(v) Any amounts remaining in the Project Account after the transfers to the Tax Payment Account and Note Reserve Account have been made as specified in Sections 702 and 703.

(b) Monies in the Note Payment Account shall be used by the County to pay principal of, premium, if any, and interest on the Notes as the same become due and payable.

(c)(i) The Treasurer may by written order provide that only a portion of the sums described above in Subsection (a) shall be deposited into the Note Payment Account and applied toward the payment of debt service on the Notes, in which event those sums which are withheld from the Note Payment Account shall be deposited into the Tax Payment Account or, pursuant to further order of the Treasurer, applied toward any other purpose consistent with Act 206. The portion of any sums described in Subsection (a) which are withheld from the Note Payment

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Account pursuant to this Subsection shall be determined in accordance with the following Paragraph.

(ii) Prior to the issuance of the Notes, the Treasurer may by written order specify a cut-off date not earlier than March 1, 2024, and only those sums payable to the Note Payment Account and received by the County after the cut-off date shall be applied to the Note Payment Account.

(d) The Treasurer may by written order provide that at such time as sufficient funds shall have been deposited into the Note Payment Account to pay all remaining amounts owed under the Notes the pledge on any additional monies otherwise payable to the Note Payment Account shall be discharged and such monies shall not be deposited into the Note Payment Account or otherwise pledged toward payment of the Notes.

(e) The Treasurer may by written order provide that in the event Notes are issued pursuant to Article III, amounts which would otherwise be included in the Note Payment Account or the Note Reserve Account (or any sub-account therein for a particular series of Notes) shall not include any amounts received by the County prior to the latest maturity date of any series of Notes previously issued under Article II and/or Article III.

705. Limited Tax General Obligation and Pledge.

(a) The Notes shall be the general obligation of the County, backed by the County's full faith and credit, the County's tax obligation (within applicable constitutional and statutory limits) and the County's general funds. The County budget shall provide that if the pledged monies are not collected in sufficient amounts to meet the payments of the principal and interest due on the Notes, the County, before paying any other budgeted amounts, shall promptly advance from its general funds sufficient monies to pay such principal and interest.

(b) In addition, the monies listed below are pledged to the repayment of the Notes and, subject to Section 901, shall be used solely for repayment of the Notes until the principal of, premium, if any, and interest on the Notes are paid in full:

(i) All amounts deposited or earned in any Project Account, until disbursed in accordance with Section 701;

(ii) All net proceeds from the sale of the Notes deposited or earned in the Tax Payment Account, until disbursed in accordance with Section 702;

(iii) All amounts deposited in the Note Payment Account pursuant to Section 704(a);

(iv) All amounts deposited in the Note Reserve Account;

(v) All amounts earned from the investment of monies held in the Notes Payment Account or the Note Reserve Account; and

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(vi) Any supplemental monies placed in the Note Payment Account and drawn in the discretion of the Treasurer from unpledged sums on the revolving funds, which pledge shall be subject to such limitations or exceptions as shall be set forth in the written order of the Treasurer.

(c) If the Notes shall be issued in various series pursuant to Article V, this pledge shall in the case of any independently secured series extend only to monies in accounts or sub-accounts pertaining to the particular series.

(d) If the amounts so pledged are not sufficient to pay the principal and interest when due, the County shall pay the same from its general funds or other available sources. Pursuant to written order of the Treasurer, the County may later reimburse itself for such payments from the Delinquent Taxes collected.

706. Security for Renewal, Refunding or Advance Refunding Notes. Renewal, refunding, or advance refunding Notes shall be secured by all or any portion of the same security securing the Notes being renewed, refunded or advance refunded. The monies pledged in Section 705 for the repayment of the Notes are also pledged for the repayment of the principal of, premium, if any, and interest on any renewal, refunding, or advance refunding Notes issued pursuant to this Resolution, and any such renewal, refunding, or advance refunding Notes shall be the general obligation of the County, backed by its full faith and credit, which shall include the tax obligation of the County, within applicable constitutional and statutory limits.

707. Use of Funds after Full Payment or Provision for Payment. After all principal of, premium, if any, and interest on the Notes have been paid in full or provision made therefor by investments of pledged amounts in direct noncallable obligations of the United States of America in amounts and with maturities sufficient to pay all such principal, premium, if any, and interest when due, any further collection of Delinquent Taxes and all excess monies in any fund or account of the Revolving Fund, and any interest or income on any such amounts, may, pursuant to written order of the Treasurer and subject to Article V, be used for any proper purpose within the Revolving Fund including the securing of subsequent issues of Notes.

VIII. SUPPLEMENTAL AGREEMENTS

801. Supplemental Agreements and Documents. The Treasurer, on behalf of the County, is authorized to enter into any or all of the following agreements or commitments as may, in the Treasurer's discretion, be necessary, desirable or beneficial in connection with the issuance of the Notes, upon such terms and conditions as the Treasurer may determine appropriate:

(a) A letter of credit, line of credit, repurchase agreement, Note insurance, or similar instrument, providing backup liquidity and/or credit support for the Notes;

(b) A reimbursement agreement, revolving credit agreement, revolving credit Note, or similar instrument, setting forth repayments of and security for amounts drawn under the letter of credit, line of credit, repurchase agreement or similar instrument;

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(c) A marketing, remarketing, placement, authenticating, paying or tender agent agreement or dealer agreement designating a marketing, remarketing, authenticating, paying, tender or placement agent or dealer and prescribing the duties of such person or persons with respect to the Notes; and

(d) A put agreement or provision allowing the purchaser of the Notes to require the County to repurchase the Notes upon demand at such times as may be provided in such put agreement or provision.

(e) An agreement to use amounts formerly pledged to other years borrowings as security for the Notes when no longer so pledged.

802. Revolving Credit Notes. If the Treasurer enters into a revolving credit agreement (the “Agreement”) pursuant to Section 801 above, the Agreement may call for the issuance of one or more revolving credit Notes (the “Revolving Credit Notes”) for the purpose of renewing all or part of maturing Note or Notes that have been put pursuant to a put agreement or provision. Such Revolving Credit Notes shall be issued pursuant to Article II or III, as appropriate, and in accordance with the following provisions:

(a) Interest on the Revolving Credit Notes may be payable on maturity, on prior redemption, monthly, bimonthly, quarterly, or as otherwise provided in the Agreement.

(b) The Revolving Credit Notes may mature on one or more date or dates not later than the final maturity date of the Notes, as provided in the Agreement.

(c) The Treasurer may, at the time of the original issuance of the Notes, execute and deliver one Revolving Credit Note in a maximum principal amount not exceeding the lending commitment under the Agreement from time to time in force (and may substitute one such Note in a lesser principal amount for another in the event the lending commitment is reduced), provided that a schedule shall be attached to such Note on which loans and repayments of principal and interest are evidenced and further provided that the making of a loan and the evidencing of such loan on the schedule of any such Note shall constitute the issuance of a renewal Note for the purposes of this Resolution.

IX. MISCELLANEOUS PROVISIONS

901. Expenses. Expenses incurred in connection with the Notes shall be paid from the property tax administration fees collected on the Delinquent Taxes and, if so ordered by the Treasurer, from any earnings on the proceeds of the offering or from other monies available to the County.

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902. Bond Counsel. The Notes (and any renewal, refunding or advance refunding Notes) shall be delivered with the unqualified opinion of Clark Hill PLC, attorneys of Detroit, Michigan, bond counsel chosen by the Treasurer, which selection may, at the option of the Treasurer, be for one or more years.

903. Financial Consultants PFM Financial Advisors LLC, Ann Arbor, is hereby retained to act as financial consultant and advisor to the County in connection with the sale and delivery of the Notes.

904. Complete Records. The Treasurer shall keep full and complete records of all deposits to and withdrawals from each of the funds and accounts in the Revolving Fund and any account or sub-account created pursuant to this Resolution and of all other transactions relating to such funds, accounts and sub-accounts, including investments of money in, and gain derived from, such funds and accounts.

905. Chargebacks. If, by the date which is three months prior to the final maturity date of the Notes, sufficient monies are not on deposit in the Note Payment Account and the Note Reserve Account to pay all principal of and interest on the Notes when due, Delinquent Taxes not then paid or recovered at or prior to the latest tax sale transacted two or more months before the final maturity of the Notes shall, if necessary to ensure full and timely payment on the date of final maturity, be charged back to the local units in such fashion as the Treasurer may determine, and, subject to Article V, the proceeds of such chargebacks shall be deposited into the County's 2024 Note Payment Account no later than five weeks prior to the final maturity of the Notes. This Section 905 shall not be construed to limit the authority of the Treasurer under State law to charge back under other circumstances or at other times.

906. Investments. The Treasurer is authorized to invest all monies in the Project Account, in the Revolving Fund or in any account or sub-account therein which is established pursuant to this Resolution in any one or more of the investments authorized as lawful investments for counties under Act No. 20, Public Acts of 1943, as amended. The Treasurer is further authorized to enter into a contract on behalf of the County under the Surplus Funds Investment Pool Act, Act No. 367, Michigan Public Acts of 1982, as amended, and to invest in any investment pool created thereby monies held in the Project Account, in the Revolving Fund, or in any account or sub-account therein which is established pursuant to this Resolution.

907. Mutilated, Lost, Stolen or Destroyed Notes. In the event any Note is mutilated, lost, stolen, or destroyed, the Treasurer may, on behalf of the County, execute and deliver, or order the Registrar or Paying Agent to authenticate and deliver, a new Note having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen, or destroyed. In the case of a mutilated Note, a replacement Note shall not be delivered unless and until such mutilated Note is surrendered to the Treasurer or the Registrar or Paying Agent. In the case of a lost, stolen or destroyed Note, a replacement Note shall not be delivered unless and until the Treasurer and the Registrar or Paying Agent shall have received such proof of ownership and loss and indemnity as they determine to be sufficient.

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ARTICLE X. TAX-EXEMPT NOTES OR REFUNDING

1001. Refunding of Taxable Debt or Issuance of Tax-Exempt Debt. The County acknowledges that the current state of Federal law precludes the issuance of the Notes as obligations the interest on which is exempt from Federal income tax. However, the County presently contemplates that anticipated amendments to the Internal Revenue Code of 1986 (the “Code”) and/or the Treasury Regulations issued thereunder (the “Regulations”) or a change in Michigan law changing the character of the Notes may in the future permit the issuance of general obligation limited tax Notes on a tax-exempt basis, and, in view of this expectation, the County, through the offices of the Treasurer, shall issue tax-exempt Notes or issue obligations to refund any or all outstanding Notes issued as taxable obligations, at the time, on the terms, and to the extent set forth in this Article X.

1002. Timing of Refunding. The aforementioned refunding obligations (the “Refunding Notes”) shall be issued after the effective date of any change in the Code, Regulations, Internal Revenue Service pronouncements or judicial rulings which, as confirmed by the written opinion of bond counsel, permit the refunding of all or some of the outstanding Notes with proceeds from obligations the interest on which is excluded from gross income for purposes of Federal income tax.

1003. Extent of Refunding. Subject to the other provisions of this Section 1003, the Refunding Notes shall refund all Notes outstanding at or after the effective date of any change in the law described in Section 1002. This Section 1003 shall not, however, be construed to require the refunding of any Note prior to the time such Note may be refunded on a tax-exempt basis, nor shall this Section 1003 be construed to require the refunding of any Note, if that refunding would result in greater cost to the County (including interest expense, professional fees and administrative outlays) than would arise if the Note were to remain outstanding.

1004. Confirmatory Action. Subsequent to any change in the law described in Section 1002, the Board shall convene to consider any terms of the Refunding Notes requiring specific ratification by the Board.

1005. Arbitrage Covenant and Tax Law Compliance. In the event tax-exempt Notes or Refunding Notes are issued pursuant to this Article X, the following covenants shall be observed by the County:

(i) the County will make no use of the proceeds of the Notes or Refunding Notes and will undertake no other intentional act with respect to the Notes or Refunding Notes which, if such use or act had been reasonably expected on the date of issuance of the Notes or Refunding Notes or if such use or act were intentionally made or undertaken after the date of issuance of the Notes or Refunding Notes, would cause the Notes or Refunding Notes to be “arbitrage bonds,” as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”), in the Regulations promulgated under Sections 103 and 148 of the Code or in any successor or supplementary provision of law hereinafter promulgated,

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(ii) the County will undertake all actions as shall be necessary to maintain the Notes or Refunding Notes as obligations the interest on which qualifies for the tax exemption provided by Section 103(a) of the Code, including, where appropriate and without limitation, filing informational returns with the Secretary of Treasury, keeping accurate account of all monies earned in any fund, account or sub-account authorized by this Resolution or any resolution adopted in accordance with Section 1004 above, certifying cumulative cash flow deficits of the County and the local units, and investing any required portion of the gross proceeds of the Notes or Refunding Notes, whether on behalf of the County or the local units, in tax-exempt obligations or State and Local Government Series obligations, and

(iii) the County will make timely payment to the United States of any investment earnings, realized by the County on the gross proceeds of the Notes or Refunding Notes, as may be subject to rebate under Section 148(f) of the Code, and, to the extent required under applicable law or deemed by the Treasurer to be in the best interest of the County pursuant to written order, the County's obligation to make such payment to the United States shall also account for excess investment earnings realized by local units on all or a portion of the gross proceeds distributed to, and held by, the local units pursuant to Section 702.

(iv) the Treasurer shall be directed to take such actions and to enter into such agreements and certifications, on behalf of the County, as the Treasurer shall deem necessary or appropriate to comply with the foregoing covenants.

1006. Undertaking to Provide Continuing Disclosure. If necessary, this Board of Commissioners, for and on behalf of the County of Ingham, hereby covenants and agrees, for the benefit of the beneficial owners of the Notes to be issued by the County, to enter into a written undertaking (the "Undertaking") required by Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form as approved by the Underwriter of the Notes. The Undertaking shall be enforceable by the beneficial owners of the Notes or by the Underwriter on behalf of such beneficial owners (provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the County's obligations hereunder and under the Undertaking), and any failure by the County to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Notes.

The County Treasurer or other officer of the County charged with the responsibility for issuing the Notes shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the County's Undertaking.

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After consideration of the borrowing resolution presented earlier this day with regard to Act 206 of the Public Acts of 1893, as amended (“Act 206”), and in respect of such borrowing resolution, the resolution set forth below was offered by Commissioner Grebner and seconded by Commissioner Peña.

RESOLUTION AUTHORIZING 2024 ADMINISTRATIVE FUND

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses.

JANUARY 23, 2024 REGULAR MEETING

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for each such resolution was as follows:

AYES: Cahill, Celentino, Grebner, Johnson, Lawrence, Maiville, Morgan, Pawar, Peña, Polsdofer, Schafer, Tennis, and Trubac.

NAYS: None.

ABSTAIN: None.

ABSENT: Ruest and Sebolt.

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

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

Commissioner Morgan clarified that this resolution required a roll call vote.

The motion to adopt the resolution carried unanimously via roll call vote. Absent: Commissioners Ruest and Sebolt.

A sufficient majority having voted therefor, the two resolutions appearing above were adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Ingham County Board of Commissioners, that such resolutions were duly adopted at a regular meeting held on the 23rd day of January, 2024, and that notice of such meeting was given as required by law.

Barb Byrum, Clerk of the INGHAM
County Board of Commissioners

[SEAL]

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**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 16**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING TRICIA WARE

RESOLUTION #24 – 015

WHEREAS, Tricia Ware has dedicated thirty years of exemplary service to Ingham County Health Department (ICHHD) where she began her career in August of 1994 as a Medical Assistant Technician; and

WHEREAS, Tricia has demonstrated outstanding commitment as a Medical Assistant, progressing through roles such as CHR II, CHR IV, Front office Supervisor, Community Health Center (CHC) Manager, and CHC Operations Manager; and

WHEREAS, Tricia has played a crucial role in overseeing front office processes, medical records, referrals, and the implementation of state and federal guidelines; and

WHEREAS, Tricia has significantly contributed to the configuration and development of the first Ingham Community Health Center (ICHC) electronic scheduling system, enhancing scheduling processes; and

WHEREAS, Tricia has been instrumental in the establishment of centralized call centers, referrals, and the configuration of Electronic Health Record (EHR) systems; and

WHEREAS, Tricia has collaborated with Michigan State University to integrate the Early Learning Curriculum for first year medical students to participate in a Medical Assistant rotation throughout the ICHC network; and

WHEREAS, Tricia partnered with the Lansing Intermediate School District, contributing to the development of medical assistant internships for students throughout the ICHC network; and

WHEREAS, as CHC Manager, Tricia provided selfless guidance and leadership not only to her direct staff, but to fellow CHC Managers and Administration; and

WHEREAS, as CHC Manager, Tricia's kind, thoughtful, and knowledgeable approach to leadership directly contributed to the success of staff and fellow leaders which then positively contributed to the quality of patient care; and

WHEREAS, Tricia consistently embodied and exemplified the Ingham CHC Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Tricia Ware's three decades of dedicated service, leadership, and innovative contributions to ICHD as well as her positive impact on Ingham County's well-being.

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BE IT FURTHER RESOLVED, that the Board wishes her well in this new chapter of her life and wishes her continued success in all of her future endeavors.

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

Adopted as a part of the consent agenda.

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**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 17**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO FURTHER AMEND RESOLUTION #22-515 TO CREATE THE
OPIOID LITIGATION ADVISORY PANEL**

RESOLUTION #24 – 016

WHEREAS, Resolution #22-515 created the Opioid Litigation Advisory Panel consisting of 13 members: the Human Services Committee Chair, the Law & Courts Committee Chair, the Controller/Administrator, the Budget Director, the Human Resources Director, the Ingham County Health Officer, the Ingham County Sheriff, the Ingham County Prosecutor, the Ingham County Public Defender, a representative of the Circuit Court – Family Division, a representative of Community Mental Health, someone representing treatment services (Dr. Jeanne Kapenga), and a representative of the 55th District Court; and

WHEREAS, the first amendment, Resolution #23-331, expanded the Panel to include an additional six members; and

WHEREAS, it is necessary to further amend the resolution to allow the Human Services Committee Chair to appoint a designee from the Human Services Committee to serve in the Chair's stead.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #22-515 to allow the Human Services Chair the option to appoint a designee from the Human Services Committee to the Opioid Litigation Advisory Panel.

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 18**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CREATION OF A COMMUNITY HEALTH WORKER -
PATHWAYS TO HOUSING POSITION**

RESOLUTION #24 – 017

WHEREAS, Ingham County Health Department (ICHD) wishes to create a grant-funded and grant-limited full-time *Community Health Worker (CHW) – Pathways to Housing* position, a United Auto Workers (UAW) - Grade E (2024 Salary Range \$40,195.44 to \$47,911.34) to support clients with housing needs effective January 24, 2024 through September 30, 2024; and

WHEREAS, funding for the *Community Health Worker – Pathways to Housing* position has been approved through a Good Housing=Good Health grant from the Michigan Department of Health and Human Services (MDHHS) for the 2023-24 program year in an amount up to \$66,852, accepted through Resolution #23-339; and

WHEREAS, housing is a social determinant of health and a need that many clients struggle to meet and navigate, and housing is one of four priority areas in the region’s Community Health Improvement Plan; and

WHEREAS, the entirety of salary and fringes will be covered by the grant through September 30, 2024 and was previously approved through Resolution #23-339; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize creating a *Community Health Worker – Pathways to Housing* full-time position a United Auto Workers (UAW) - Grade E (2024 Salary Range \$40,195.44 to \$47,911.34), effective January 24, 2024 through September 30, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creating a *Community Health Worker – Pathways to Housing* full-time position, a United Auto Workers (UAW) - Grade E (2024 Salary Range \$40,195.44 to \$47,911.34) effective January 24, 2024 through September 30, 2024.

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

JANUARY 23, 2024 REGULAR MEETING

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
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 THE COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #24 – 018

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to Community Mental health (CMH) in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2024 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,614,924 with CMH for services provided to Ingham County residents for the period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the Health Services Millage.

BE IT FURTHER RESOLVED, that funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

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

JANUARY 23, 2024 REGULAR MEETING

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties

Proposal for the Continued Use of Ingham County Health Services Millage to Close Gaps in
Ingham County's Behavioral Health Care System

FY2024

Summary of proposal: This proposal requests the continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

Context and Need: Following the significant State General Fund reduction (2/3 of the funds formerly provided to CMHA-CEI) and the implementation of the Healthy Michigan Plan in 2015, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) realized growing service gaps resulting from significantly lower State General Fund dollars. While some of these gaps have been reduced through Ingham County Millage Funding and other federal, state, and local sources that CMHA-CEI has pursued, they persist and at the same time, community need for behavioral health services continues to increase. In FY23 we continued to see the impact of the pandemic and traumatic events such as the Michigan State University Shooting that shook our entire community.

These gaps include:

- Individuals who are uninsured which must be covered by scarce state general fund dollars or local dollars within CMHA-CEI's budget in order to maintain in service.
- Individuals with "spend down" Medicaid eligibility, which means they become eligible for Medicaid benefits only after meeting a large monthly spend-down amount.
- Those with severe, chronic, and urgent specialized mental health treatment needs (crisis stabilization, community living supports or skill-building services, residential care, case management, etc.) not covered by any other coverage plan.
- Reductions in SUD State Block Grant funds have impacted access to SUD services for uninsured individuals.

Please note in the FY23 Summary of Services included below there is an explanation regarding lower utilization of Health Millage funds due to Public Health Emergency that were still in place related to the pandemic. In light of continued demand for services and the end of the public health emergency that now requires individuals to re-enroll in Medicaid on an annual basis, we anticipate many individuals will once again become uninsured and we will see increased utilization of Health Millage funding in FY24.

JANUARY 23, 2024 REGULAR MEETING

Proposed Essential Services to close gaps in Ingham County:

Crisis Services: The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit: This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents. In effort to meet the growing need for crisis stabilization services in our service area and to reduce the need for scarce psychiatric hospital placements in situational crisis, CMHA-CEI has expanded adult and youth Urgent Care Services as part of the Crisis Services continuum, launched youth mobile crisis available 24/7 and initiated adult mobile crisis services. These services provide immediate intensive support to individuals and families in order to intervene, stabilize, and connect them to longer term resources for ongoing care.

The community's Assessment and Referral Team: This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

The community's urgent care and intensive home-based treatment program for at-risk children, youth, and their families: This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMHA-CEI offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic respite services, training and coaching, school liaison services, and referral network linkages.

A spectrum of community-based treatment teams for vulnerable populations: These multidisciplinary teams, made up of mental health therapists/case managers, psychiatrists, nurses, mental health workers/consumer services specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports to **adults in a variety of settings with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults with intellectual/developmental disabilities.**

Psychiatric care and outpatient therapy for children and adults with moderate to serious mental health needs: This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and adults. These services (along with CMHA-CEI's 24/7 psychiatric crisis services unit) provide the community's mental health safety net.

Substance Use Disorder Treatment for Adults: State Block Grant funds have been drastically cut, reducing access to detox, outpatient, and residential care for uninsured individuals.

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Psychiatric inpatient care: CMHA-CEI pays all psychiatric inpatient claims on all uninsured individuals admitted to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH’s State General Fund revenues, **CMHA-CEI has limited funds to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

Cost of proposed services in FY2024:	\$1,614,924
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Estimated number of Ingham County residents meeting the millage criteria who will be served: 1,000* Please note, the number of residents served with funds are variable from year to year based on the intensity of eligible individual’s service needs and the cost of those services.
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FY23 Summary of Services:

In total in FY23 CMHA-CEI served 9,006 Ingham County Residents. This is a 2.5% increase from FY22 and a 29% increase from FY21. In FY23 Millage dollars were used to help support services to 408 eligible Ingham County residents*. The table below provides an overview of services, costs, and numbers of Ingham County residents served utilizing Ingham County Millage dollars in FY 23. **It is important to note that numbers of individuals served and the amount charged to the millage continues to be lower for FY23 than had been the pre-pandemic norm. This was due to the ongoing temporary federal emergency measures implemented by Michigan Department of Health and Human Services put into place during the pandemic that allowed individuals to automatically remain on Medicaid and reduced the monthly spend-down expense required before individuals qualify for Medicaid.** This has now ended, and we expect to return to normal levels of Millage Spending in FY24.

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Category	Amount	Individuals*
24/7 Psychiatric Crisis Services and Inpatient Screening		
Crisis Intervention	\$531.85	3
Assessment and Treatment Planning		
Assessments	\$16,844.19	18
Community-Based Mental Health Treatment and Supports		
Assertive Community Treatment (ACT)	\$468.14	1
Clubhouse Psychosocial Rehabilitation Programs	\$23,936.77	1
Targeted Case Management	\$3,278.88	1
Therapy (mental health)	\$1,304.52	1
Families Forward Children's Services		
Family Training	\$28,055.04	2
Home Based Services	\$7,357.08	2
Community Services for Developmentally Disabled		
Community Living Supports	\$31,476.86	40
Health Services	\$3,366.02	11
Personal Care in Licensed Specialized Residential Setting	\$408.59	1
Psychiatric and Residential Care		
Medication Administration	\$9,416.18	13
Residential Services	\$233,423.81	203
Room and Board	\$81,622.97	98
Psychiatric Inpatient	\$85,989.97	12
Total	\$527,479.97	408*

*Individuals may be duplicate if receiving services in multiple categories.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 20**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS FROM TR081 TO TR061 FOR THE
EMERGENCY PURCHASE OF ASBESTOS ABATEMENT AT LAKE LANSING PARK SOUTH
RESTROOM**

RESOLUTION #24 – 019

WHEREAS, the Ingham County Board of Commissioners approved the contract with Laux Construction January 2023 (Resolution #23-026) for improvements to Lake Lansing Park South; and

WHEREAS, during the demolition of the restroom, asbestos was found resulting in an emergency purchase for abatement; and

WHEREAS, the Ingham County Parks Department is requesting \$14,990 of remaining unused contingency funds from 228-62800-967000-TR081 be transferred to 228-62800-967000-TR061 for the asbestos abatement at Lake Lansing South.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to transfer \$14,990 from 228-62800-967000-TR081 to 228-62800-967000-TR061.

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Trubac, Ruest **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Polsdofer, Lawrence, Johnson, Maiville
Nays: None **Absent:** Tennis **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 21**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT FEES FOR FOOD TRUCK VENDORS THAT PARTICIPATE IN
COUNTY SPONSORED EVENTS AT THE INGHAM COUNTY PARKS**

RESOLUTION #24 – 020

WHEREAS, the Ingham County Board of Commissioners set various fees for county services in Resolution #02-155; and

WHEREAS, the Ingham County Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees; and

WHEREAS, the Ingham County Board of Commissioners approved Resolution #22-266 approving fees be evaluated on a three-year rotation by Committee; and

WHEREAS, the Parks Department’s next fee review is scheduled for 2025; and

WHEREAS, the Parks Department would like to propose a set of fees for food truck vendors; and

WHEREAS, the food truck fee would be advantageous to the Parks Department to streamline the process and collection of fees, as well as increase access to available food truck vendors in short-term situations; and

WHEREAS, the food truck vendor will be required to adhere to any government policies and guidelines required by law, possess required insurances, and follow facility policies and guidelines; and

WHEREAS, food truck vendors may be required to submit proof of insurance and Health Department Certifications.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following food truck vendor fees for Parks sponsored events:

- \$40 fee for less than 4 hours
- \$75 fee for any session longer than 4 hours per day

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.

JANUARY 23, 2024 REGULAR MEETING

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Trubac, Ruest **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SPICER GROUP, INC. FOR
PRIME PROFESSIONAL SERVICES FOR PREPARATION AND SUBMITTAL OF A TAP GRANT
AND PRELIMINARY ENGINEERING FOR THE HOLT TO MASON TRAIL**

RESOLUTION #24 – 021

WHEREAS, Spicer Group, Inc. recently completed the Holt to Mason Feasibility Study, Phase 2, which was adopted by the Ingham County Board of Commissioners in August 2023 (Resolution #23-328); and

WHEREAS, the study determined the most feasible route for the proposed trail to cross over the limited access right-of-way of US-127 is at Howell Road; and

WHEREAS, in order to close the gap in funding, the Ingham County Parks would like to apply for a Michigan Department of Transportation (MDOT) Transportation Alternatives Program (TAP) grant; and

WHEREAS, the Parks Department recommends prime professional services for grant preparation and submittal, preliminary engineering, final engineering, bidding phase, and construction phase; and

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

WHEREAS, Spicer Group, Inc., is on the MiDeal Extended Purchasing Program (Contract #00899) (Expiration Date: April 16, 2025); and

WHEREAS, that there is \$253,000 available in line item 228-62800-818000-TR114; and

WHEREAS, the Ingham County Parks Department recommends Spicer Group, Inc. for prime professional services for preparation and submittal of a TAP grant and preliminary engineering for the Holt to Mason Trail.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Spicer Group, Inc. for grant preparation and submittal, preliminary engineering, final engineering, bidding phase, and construction phase for an amount not to exceed \$230,000, effective upon execution for a period of three years.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$23,000 (10%) to cover any additional work items, expenditure of which must be mutually agreed upon in writing between the Parks Director (or designee) and Spicer Group, Inc. before work on such work items is begun.

JANUARY 23, 2024 REGULAR MEETING

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: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SPICER GROUP, INC. FOR PRIME PROFESSIONAL SERVICES FOR IMPROVEMENTS AT LAKE LANSING PARK NORTH

RESOLUTION #24 – 022

WHEREAS, Spicer Group, Inc. has been working with the Ingham County Parks who have been awarded 3 Michigan Department of Natural Resources Grants on proposed boardwalk and trail improvements at Lake Lansing Park North; and

WHEREAS, the Parks Department recommends prime professional services for the topographical survey, design development, bidding phase, grant administration, and construction administration; and

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

WHEREAS, Spicer Group, Inc., is on the MiDeal Extended Purchasing Program (Contract #00899) (Expiration Date: April 16, 2025); and

WHEREAS, that there is \$151,690 available in line item #228-62800-967000-TR088 and \$99,770 available in line item #228-62800-967000-TR102; and

WHEREAS, the Ingham County Parks Department recommends Spicer Group, Inc. for prime professional services for the topographical survey, design development, bidding phase, grant administration, and construction administration for improvements at Lake Lansing Park North.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Spicer Group, Inc. for the topographical survey, design development, bidding phase, grant administration, and construction administration for improvements of Phase 2 and 3 trail improvements at Lake Lansing Park North for an amount not to exceed \$228,600, effective upon execution for a period of two years.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$22,860 (10%) to cover any additional work items, expenditures of which must be mutually agreed upon in writing between the Parks Director (or designee) and Spicer Group, Inc. before work on such work items is begun.

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

JANUARY 23, 2024 REGULAR MEETING

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE FY23 – 24 EMERGING THREATS
MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN
SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE
MASTER AGREEMENT**

RESOLUTION #24 – 023

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and Ingham County have entered into a FY23 – 24 Emerging Threats Agreement authorized through Resolution #23-338; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a revised agreement with the Michigan Department of Health and Human Services for the delivery of Emerging Threats Services under the Comprehensive Agreement Process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a revised FY23 - 24 Emerging Threats Agreement with MDHHS for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that the total amount of the Emerging Threats Comprehensive Agreement shall increase from \$1,460,045 to \$1,570,045, an increase of \$110,000.

BE IT FURTHER RESOLVED, that the increase in funds consists of the following specific changes to the budget:

COVID Workforce Development: increase of \$110,000 from \$0.00 to \$110,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2024 Budget in order to implement this resolution.

JANUARY 23, 2024 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Medical Health Officer, Adenike Shoyinka, or her designee, is authorized to submit the 2023-2024 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-586 AUTHORIZING AN AGREEMENT WITH
MSU HEALTH CARE, INC FOR PEDIATRIC PHYSICIAN SERVICES**

RESOLUTION #24 – 024

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to amend Resolution #23-586 to include a 3.0% rate increase in the second, optional year of the agreement; and

WHEREAS, Resolution #23-586 authorized an agreement with MSU Health Care, Inc for Pediatric Physician Services for an annual amount not to exceed \$1,300,000, with an option to renew for one year; and

WHEREAS, with the 3.0% rate increase, the total annual amount of the second, optional year will not exceed \$1,300,000; and

WHEREAS, the current agreement is set to expire on December 31, 2023; and

WHEREAS, the financial impact of this amendment is \$35,041.05, assuming the option to renew is exercised, and will be covered by billable services; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #23-586 effective January 1, 2024 through December 31, 2024 in an amount not to exceed \$35,041.05.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-586 effective January 1, 2024 through December 31, 2024 in an amount not to exceed \$35,041.05.

BE IT FURTHER RESOLVED, that the agreement shall be effective January 1, 2024 through December 31, 2024, with an option to renew for one year.

BE IT FURTHER RESOLVED, that with the 3.0% rate increase, the total annual amount of the second, optional year will not exceed \$1,300,000.

BE IT FURTHER RESOLVED, that if the option to renew is exercised, the cost of this amendment will not exceed \$35,041.05 and will be covered by billable services.

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

JANUARY 23, 2024 REGULAR MEETING

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SUBCONTRACTS AWARDING 13 MINI-GRANTS TO ADDRESS
COVID-19 RELATED INEQUITIES AND RISK FACTORS AMONG BLACK, INDIGENOUS AND
PEOPLE OF COLOR**

RESOLUTION #24 – 025

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into subcontracts to award 13 mini-grants to community partners in an amount not to exceed \$163,104.01, effective December 1, 2023 through May 31, 2024 through the Regional Health Equity Council; and

WHEREAS, the mini-grants will be used to address COVID-19-related inequities and risk factors among Black, Indigenous, and People of Color (BIPOC); and

WHEREAS, these mini grantees were selected from a pool of applicants by the Regional Health Equity Council; and

WHEREAS, the mini-grants are funded by a grant from the Michigan Public Health Institute (MPHI) and the Michigan Department of Health and Human Services (MDHHS) accepted through Resolution #23-510; and

WHEREAS, mini-grantees and subcontract amounts are:

Ingham Health Plan Corporation -\$4,972.50
North Star Birthing Services, LLC - \$14,400
YMCA of Metropolitan Lansing - \$6,000
East Side Community Action Center - \$7,500
Union Missionary Baptist Church - \$13,000
Lansing Latino Health Alliance - \$13,400
L-Town Jubilee - \$13,000
Jane Kramer ((individual) for Sugar Smart Coalition) - \$16,000
LMTS Community Outreach Center - \$15,000
Lansing Community Development Incorporation - \$16,000
Northwest Lansing Healthy Communities Initiative d/b/a Northwest Initiative - \$14,531.51
Punks with Lunch Lansing - \$14,500,
The Firecracker Foundation - \$14,800; and

WHEREAS, upon acceptance of the resolution and full execution of the sub-contracts, 80% of the award will be available, the remaining installment (20% or \$70,000) is contingent upon its availability when the ICHD's contract with the MPHI/MDHHS is amended, approved by the Board of Commissioners and fully executed; and

JANUARY 23, 2024 REGULAR MEETING

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into subcontracts with MPHI and MDHHS in an amount not to exceed \$163,104.01, effective December 1, 2023 through May 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts to award 13 mini-grants to community partners regrating funds from the MPHI and MDHHS in an amount not to exceed \$163,104.01, of which an additional installment (20% or \$70,000) shall be available contingent upon a contract amendment with the MPHI/MDHHS and its subsequent approval by the Board of Commissioners and final execution, effective December 1, 2023 through May 31, 2024.

BE IT FURTHER RESOLVED, that mini-grantees and subcontract amounts are:

- Ingham Health Plan Corporation -\$4,972.50
- North Star Birthing Services, LLC - \$14,400
- YMCA of Metropolitan Lansing - \$6,000
- East Side Community Action Center - \$7,500
- Union Missionary Baptist Church - \$13,000
- Lansing Latino Health Alliance - \$13,400
- L-Town Jubilee - \$13,000
- Jane Kramer ((individual) for Sugar Smart Coalition) - \$16,000
- LMTS Community Outreach Center - \$15,000
- Lansing Community Development Incorporation - \$16,000
- Northwest Lansing Healthy Communities Initiative d/b/a Northwest Initiative - \$14,531.51
- Punks with Lunch Lansing - \$14,500,
- The Firecracker Foundation - \$14,800.

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

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

Commissioner Tennis disclosed that the YMCA of Metropolitan Lansing was a member of the Michigan YMCA State Alliance, which was a client of theirs.

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

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 27**

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 SUBAGREEMENTS WITH THE CAPITAL AREA
HEALTH ALLIANCE AND TCB CONSULTING, LLC**

RESOLUTION #24 – 026

WHEREAS, Ingham County Health Department (ICHD) wishes to subcontract \$150,600 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, 2023 through May 31, 2024; and

WHEREAS, this initiative was approved through Resolution #23-510; and

WHEREAS, the funding will be used to support continuation of a Regional Health Equity Council which will 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 \$143,900 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 \$6,700, to provide training and support group facilitation;
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, upon acceptance of the resolution and full execution of the sub-agreements, 80% of the award will be available, the remaining installment (20% or \$70,000) is contingent upon its availability when the ICHD's contract with the MPHI/MDHHS is amended, approved by the Board of Commissioners and fully executed; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into agreements with CAHA, in an amount not to exceed \$143,900, and with TCB Consulting, LLC, in an amount not to exceed \$6,700, effective October 1, 2023 through May 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with CAHA, in an amount not to exceed \$143,900, and with TCB Consulting, LLC, in an amount not to exceed \$6,700 effective October 1, 2023 through May 31, 2024.

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BE IT FURTHER RESOLVED, that the funding will be used to support continuation of a Regional Health Equity Council which will address health inequities and social determinants of health in Ingham County.

BE IT FURTHER RESOLVED, that upon acceptance of the resolution and full execution of the sub-agreements, 80% of the award will be available, an additional installment (20% or \$70,000) shall be available contingent upon a contract amendment with the MPHI/MDHHS and its subsequent approval by the Board of Commissioners and final execution.

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH SOUTHEASTERN MICHIGAN HEALTH ASSOCIATION TO ACT AS THE FIDUCIARY/PAYEE FOR AGENCY FUNDING

RESOLUTION #24 – 027

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Southeastern Michigan Health Association (SEMHA) to act as a Medicaid Outreach Match Partner effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$1,246,418; and

WHEREAS, ICHD has partnered with Wayne Children’s Healthcare Access Program (WCHAP, now SEMHA) since 2014, acting as a Medicaid Match Partner whereby SEMHA offers a pediatric medical home implementation program; and

WHEREAS, SEMHA coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, SEMHA provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services; and

WHEREAS, SEMHA sustainability is dependent upon receiving Medicaid Outreach Matching funds; and

WHEREAS, as the fiduciary/payee of SEMHA funds, ICHD will:

1. Receive funds from SEMHA up to \$608,209 for Medicaid Eligible expenses.
2. Receive funds from SEMHA in the amount of \$30,000 for administrative support.
3. Set up a system to provide an initial payment to SEMHA and subsequent reimbursements.
4. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds
5. Perform on-site monitoring of SEMHA.
6. Forward any required reports as provided by SEMHA; and

WHEREAS, SEMHA will:

1. Provide quarterly financial reports of all expenses.
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up to date on any changes in funding; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from SEMHA in an amount not to exceed \$608,209, and whereby ICHD will serve as the fiduciary/payee effective October 1, 2023 through September 30, 2024; and

JANUARY 23, 2024 REGULAR MEETING

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from SEMHA in an amount not to exceed \$30,000, whereby ICHD will provide administrative support effective October 1, 2023 through September 30, 2024; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the execution of an agreement with SEMHA not to exceed \$1,246,418.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from SEMHA in an amount not to exceed \$638,209, whereby ICHD will serve as the fiduciary/payee effective October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from SEMHA in an amount not to exceed \$30,000, whereby ICHD will provide administrative support effective October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement, with SEMHA for an amount not to exceed \$1,246,418.

BE IT FURTHER RESOLVED, that ICHD has partnered with WCHAP (now SEMHA) since 2014, acting as a Medicaid Match Partner whereby SEMHA offers a pediatric medical home implementation program.

BE IT FURTHER RESOLVED, that SEMHA coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible.

BE IT FURTHER RESOLVED, that SEMHA provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services.

BE IT FURTHER RESOLVED, that as the fiduciary/payee of SEMHA funds, ICHD will:

1. Receive funds from SEMHA up to \$608,209 for Medicaid Eligible expenses.
2. Receive funds from SEMHA in the amount of \$30,000 for administrative support.
3. Set up a system to provide an initial payment to SEMHA and subsequent reimbursements.
4. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds
5. Perform on-site monitoring of SEMHA.
6. Forward any required reports as provided by SEMHA; and

BE IT FURTHER RESOLVED, that SEMHA will:

1. Provide quarterly financial reports of all expenses.
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up to date on any changes in funding.

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

JANUARY 23, 2024 REGULAR MEETING

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: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH BIG BROTHERS BIG SISTERS MICHIGAN CAPITAL REGION TO PROVIDE ADMINISTRATIVE OVERSIGHT AND PROGRAMMING LEADERSHIP TO THE CAPITAL AREA MENTORING PARTNERSHIP PROGRAM

RESOLUTION #24 – 028

WHEREAS, the Ingham County/City of Lansing Youth Violence Prevention Coalition since renamed the Community Coalition for Youth (CCY) was established in 1994 by former Mayor David Hollister and former Ingham County Board of Commissioners Chairperson, Jean McDonald, in response to a dramatic increase in youth violence and delinquency in Ingham County during the 1990's; and

WHEREAS, CCY adopted a comprehensive strategy to advance youth mentoring to close educational opportunity and achievement gaps to increase high school graduation and post-secondary completion rates, prevent and reduce violence and delinquency, and provide opportunities for civic engagement, entrepreneurship, and career and professional development to support the next generation of parents and leaders; and

WHEREAS, the structure to further mentoring for Ingham County youth was formed by CCY and is called the Capital Area Mentoring Partnership (CAMP); and

WHEREAS, previously this contract was held by Capital Area United Way (CAUW) and in 2014 was transitioned to Big Brothers Big Sisters Michigan Capital Region; and

WHEREAS, the Ingham County budget includes funding for CAMP in the fiscal year 2024.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract with Big Brothers Big Sisters Michigan Capital Region for the period January 1, 2024 through December 31, 2024 in an amount not to exceed \$23,750 as Ingham County's share of funding to provide administrative oversight and programmatic leadership for the CAMP.

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 30**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR
LAWYER GUARDIAN AD LITEM REPRESENTATION**

RESOLUTION #24 – 029

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide Lawyer Guardian Ad Litem representation for children in neglect and abuse cases; and

WHEREAS, the Circuit Court Juvenile Division, to reduce cost for attorney fees and provide consistent and efficient legal services for children, has contracted with specialized Lawyers Guardian Ad Litem; and

WHEREAS, the 2024 Budget approved by the Board of Commissioners, authorizes funds to contract with specialized attorneys to provide legal representation; and

WHEREAS, the specialized attorneys are selected by the judiciary based on exceptional qualifications, such as good standing with the State Bar of Michigan, familiarity with this specific area of law and a well-known reputation for zealously advocating for their clients; and

WHEREAS, the Circuit Court Family Division caseloads are weighted equally; and

WHEREAS, it is recommended that Attorney Michael Staake continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Judge Lisa McCormick at a rate not to exceed \$48,222.54 a year for calendar year 2024; and

WHEREAS, it is recommended that Attorney Kaitlin Fish continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Judge Richard J. Garcia at rate not to exceed \$48,222.54 for calendar year 2024; and

WHEREAS, it is recommended that Attorney Michael Van Huysse continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Judge Shauna Dunnings at rate not to exceed \$48,222.54 for calendar year 2024; and

WHEREAS, it is recommended that Attorney Kaitlin Fish shall begin providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Judge Morgan Cole at rate not to exceed \$48,222.54 for calendar year 2024; and

WHEREAS, the Circuit Court Juvenile Division received a grant from the Michigan Department of Health and Human Services to increase the quality of legal representation for neglect and abuse cases; and

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WHEREAS, the grant from the Michigan Department of Health and Human Services allows the Circuit Court Juvenile Division to distribute funds to a Lawyer Guardian Ad Litem for training, legal research, and collateral and vertical case representation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Staake for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Lisa McCormick at a rate of \$4,018.54 a month, not to exceed \$48,222.54 for calendar year 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Kaitlin Fish for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Richard J. Garcia at a rate of \$4,018.54 a month, not to exceed \$48,222.54 for calendar year 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Van Huysse for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Shauna Dunnings at a rate of \$4,018.54 a month, not to exceed \$48,222.54 for calendar year 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Kaitlin Fish for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Morgan Cole at a rate of \$4,018.54 a month, not to exceed \$48,222.54 for calendar year 2024.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide web based legal research and court rules at a rate not to exceed \$2,000 per attorney per calendar year as budgeted in the Michigan Department of Health and Human Services grant.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide additional payments to Attorney Michael Staake, Attorney Kaitlin Fish, and Attorney Michael Van Huysse, not to exceed \$132,928 for calendar year 2024, for vertical and collateral case representation on neglect and abuse cases as budgeted in the Michigan Department of Health and Human Services grant.

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

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer
Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 31**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE RENEWAL OF PROQA MEDICAL SOFTWARE LICENSES
AND SUPPORT FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER**

RESOLUTION #24 – 030

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

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of Priority Dispatch's Emergency Medical Dispatch ProQA Program, under Resolution #14-081, and ProQA continues to be used for all medical calls received; and

WHEREAS, a quote for the renewal of eight (8) licenses and four (4) training licenses for ProQA Medical software licenses, service, and support for April 1, 2024 through March 31, 2025 has been provided by Priority Dispatch at a cost of \$12,600.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of ProQA Medical software licenses, service, and support for an amount not to exceed \$12,600 with Priority Dispatch, as outlined by the Proposal/Sales quotation, #Q-71507.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$12,600 from 9-1-1 Fund for the total cost of this purchase.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign a software services support agreement with Priority Dispatch consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer

Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville

Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 32**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL FOR SCHEDULING
SOFTWARE/SERVICES FOR THE 9-1-1 CENTER**

RESOLUTION #24 – 031

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

WHEREAS, Ingham County Board of Commissioners approved under Resolution #22-042 the purchase of software and services with Pace Scheduler in January of 2022 and the renewal of those services for 2023 with Resolution #23-072; and

WHEREAS, the Ingham County 9-1-1 Center has been satisfied with the program and continued improvements being made; and

WHEREAS, the yearly contract with Pace Scheduler includes service, training, support, and upgrades for a 12-month term from March 7, 2024 to March 6, 2025, at a cost of \$4,800; and

WHEREAS, Pace Scheduler is offering an additional year of service, training, support, and upgrades at no increase in rate, \$4,800 for March 7, 2025 to March 6, 2026, when total payment is paid upfront; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of \$9,600 from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund for the costs associated with continuing to utilize Pace Scheduler Software and Services from March 7, 2024, to March 6, 2026.

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

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer
Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 33**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CREATION OF AN ADVANCE PEACE
RESOURCE NAVIGATION PROGRAM SPECIALIST**

RESOLUTION #24 – 032

WHEREAS, Ingham County Health Department (IChD) wishes to create a full-time Advance Peace Resource Navigation Program Specialist position, a United Auto Workers (UAW) Grade F (2024 salary range of \$42,469.01 to \$50,645.23), for a total cost of \$131,939 effective January 24, 2024 through February 28, 2025 with the possibility of continuation; and

WHEREAS, funding for the Advance Peace Resource Navigation Program Specialist position has been approved through the United States (US) Department of Justice (DOJ) for the Fiscal Year 2023-2025 Byrne Justice Assistance (BJA) project approved through Resolution #23-411; and

WHEREAS, the entirety of salary and benefits will be covered by the BJA project in an amount totaling \$131,939, effective January 24, 2024 through February 28, 2025 with the possibility of continuation; and

WHEREAS, the Advance Peace Resource Navigation Program Specialist will assist the Neighborhood Change Agents (NCAs) and support the program's fellows by connecting them to specific health programs and community resources designed to meet the needs connected to Social Determinants of Health (SDOH); and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize creating a full-time Advance Peace Resource Navigation Program Specialist, position, a UAW Grade F (2024 salary range of \$42,469.01 to \$50,645.23), for a total cost of \$131,939 effective January 24, 2024 through February 28, 2025 with the possibility of continuation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes creating a full-time Advance Peace Resource Navigation Program Specialist position, a UAW Grade F (2024 salary range of \$42,469.01 to \$50,645.23), for a total cost of \$131,939 effective January 24, 2024 through February 28, 2025 with the possibility of continuation.

BE IT FURTHER RESOLVED, that funding for the Advance Peace Resource Navigation Program Specialist position has been approved through the US DOJ for the Fiscal Year 2023-2025 BJA project authorized through Resolution #23-411.

BE IT FURTHER RESOLVED, that the entirety of salary and benefits will be covered by the BJA project in an amount totaling \$131,939, effective January 24, 2024 through February 28, 2025 with the possibility of continuation.

JANUARY 23, 2024 REGULAR MEETING

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

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer
Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 01/16/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-087 WITH MICHIGAN PUBLIC HEALTH
INSTITUTE FOR ADMINISTRATIVE SUPPORT TO OPERATE THE LANSING/INGHAM
PEACEMAKER FELLOWSHIP ®**

RESOLUTION #24 – 033

WHEREAS, Ingham County Health Department wishes to amend Resolution #23-087, (the Year 2 Local Operator contract) with Michigan Public Health Institute (MPHI) for administrative support to operate the Lansing/Ingham Peacemaker Fellowship® in an amount not to exceed \$471,751, an increase of \$170,000, effective March 1, 2023 through February 29, 2024; and

WHEREAS, on February 28, 2023, the Board of Commissioners approved Resolution #23-087 authorizing MPHI to provide administrative support and operate the Lansing/Ingham Peacemaker Fellowship® for Year 2; and

WHEREAS, these additional funds will provide for travel and registrations, for staff conferences and training, and will provide the Peacemaker Fellowship ® LifeMAP Allowances and Horizon-Building Journeys; and

WHEREAS, this program helps build and sustain local community capacity to interrupt gun violence, saves lives and reduces the life-altering trauma experienced by people living in the impacted communities, and reduces trauma for the service providers who support them; and

WHEREAS, this contract will be eligible for renewal for Year 3 based upon performance in Year 2; and

WHEREAS, funds for this amended agreement will not exceed \$170,000 and are covered by the operating budget already approved through Resolution #23-087; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with MPHI for administrative support to operate the Lansing/Ingham Peacemaker Fellowship® in an amount not to exceed \$471,751, an increase of \$170,000, effective March 1, 2023, through February 29, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI for administrative support to operate the Lansing/Ingham Peacemaker Fellowship® in an amount not to exceed \$471,751, an increase of \$170,000, effective March 1, 2023, through February 29, 2024.

BE IT FURTHER RESOLVED, that on February 28, 2023, the Board of Commissioners approved Resolution #23-087 authorizing MPHI to provide administrative support and operate the Lansing/Ingham Peacemaker Fellowship® for Year 2.

JANUARY 23, 2024 REGULAR MEETING

BE IT FURTHER RESOLVED, that these additional funds will provide for travel and registrations, for staff conferences and training, and will provide the Peacemaker Fellowship ® LifeMAP Allowances and Horizon-Building Journeys.

BE IT FURTHER RESOLVED, that this program helps build and sustain local community capacity to interrupt gun violence, saves lives and reduces the life-altering trauma experienced by people living in the impacted communities, and reduces trauma for the service providers who support them.

BE IT FURTHER RESOLVED, that this contract will be eligible for renewal for Year 3 based upon performance in Year 2.

BE IT FURTHER RESOLVED, that funds for this amended agreement will not exceed \$170,000 and are covered by the operating budget already approved through Resolution #23-087.

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.

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer
Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

**ADOPTED – JANUARY 23, 2024
AGENDA ITEM NO. 35**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PUBLIC HEALTH
INSTITUTE FOR ADMINISTRATIVE SUPPORT TO OPERATE YEAR THREE OF THE
LANSING/INGHAM PEACEMAKER FELLOWSHIP ®**

RESOLUTION #24 – 034

WHEREAS, the Ingham County Health Department wishes to enter into an agreement with Michigan Public Health Institute (MPHI) for Administrative Support to Operate the Lansing/Ingham Peacemaker Fellowship® Year 3 in an amount not to exceed \$513,339, effective March 1, 2024 through February 28, 2025; and

WHEREAS, the program helps build and sustain local community capacity to interrupt gun violence, saving lives and reducing the life-altering trauma experienced by people living in the impacted communities and by the service providers who support them; and

WHEREAS, on February 28, 2023, the Board of Commissioners approved Resolution #23-087 authorizing MPHI to provide administrative support and operate the Lansing/Ingham Peacemaker Fellowship® for Year 2; and

WHEREAS, during Year 2 MPHI demonstrated: 1. strong leadership and understanding of the implementation and management requirements of the Advance Peace (AP) Lansing Peacemaker Fellowship, 2. a commitment to maintaining strategy fidelity in its hiring, training, and staff deployment, and 3. an ability to identify, secure, and manage large multi-year funding amounts to support the AP Lansing strategy; and

WHEREAS, MPHI has created a broad communications and advocacy campaign to support the AP Lansing strategy and partnership for expanded ecosystem building; and

WHEREAS, funds under this agreement will be used by MPHI to serve as the AP Lansing Local Operator which includes staffing the project and providing administrative support in addition to providing opportunities for leadership and organizational development, coaching, technical support, and training to build long-term local capacity for program succession; and

WHEREAS, AP National is unaware of any other community-based local organizations within Lansing with the required bandwidth to implement, manage, and secure requisite resources required by the AP Lansing strategy to be sustained over multiple years; and

WHEREAS, the funds for this agreement are included within the secured Year 3 of the Advance Peace Lansing budget and will not exceed \$513,339; and

JANUARY 23, 2024 REGULAR MEETING

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with MPHI for administrative support to operate the Lansing/Ingham Peacemaker Fellowship® in an amount not to exceed \$513,339, effective March 1, 2023 through February 28, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with MPHI for administrative support to operate the Lansing/Ingham Peacemaker Fellowship® in an amount not to exceed \$513,339, effective March 1, 2023 through February 28, 2025.

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.

LAW & COURTS: Yeas: Polsdofer, Trubac, Johnson, Maiville, Schafer
Nays: None **Absent:** Lawrence, Celentino, Cahill **Approved 01/11/2024**

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar
Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Sebolt, Lawrence, Maiville
Nays: None **Absent:** Tennis, Polsdofer, Johnson **Approved 01/17/2024**

Adopted as a part of the consent agenda.

JANUARY 23, 2024 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Lawrence moved to reappoint Vincent Hall and to appoint Rahma Rizk to the Community Health Center Board. Commissioner Tennis supported the motion.

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

Commissioner Lawrence moved to reappoint Stacey Mason to the Women's Commission. Commissioner Peña supported the motion.

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

Commissioner Lawrence moved to appoint Rawley Van Fossen to the Land Bank Board. Commissioner Peña supported the motion.

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

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Johnson stated they would be going to Phoenix, Arizona for the Local Government 2030 Convention on Thursday, January 25, 2024 and Friday, January 26, 2024 to represent Ingham County. Commissioner Johnson further read from a press release regarding the event.

Commissioner Schafer stated the County Conservation District was having their annual tree sale. Commissioner Schafer further stated she had about 40 spruces coming and encouraged those present to get online and support the Conservation District.

Commissioner Peña stated, in recognition of Black History Month, they would like to thank those present that attended the Martin Luther King Jr. lunch, including Commissioners Tennis, Johnson, and Pawar. Commissioner Peña further stated they wanted to take a moment to honor their father, who was one of the fellows that helped to escort James Meredith to school in Mississippi in the 1960's, though they had not mentioned it and Commissioner Peña was not aware until recently, and stated they would like to make a point of that in the record.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$29,373,272.29. Commissioner Grebner supported the motion.

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

Adjournment

The meeting was adjourned at 6:52 p.m.



**EATON COUNTY DEPARTMENT OF CONSTRUCTION CODES &
PLANNING AND ZONING**
1045 INDEPENDENCE BLVD.
CHARLOTTE, MI 48813
(517) 543-3689 Fax: (517) 543-9924



**NOTICE OF
PUBLIC HEARING COMMENT PERIOD AND PUBLIC HEARING
EATON COUNTY MASTER PLAN**

January 23, 2024

The Eaton County Planning Commission recently completed an update to the County Master Plan. This is a notice of the initiation of the 63-day review period and public hearing for the draft plan in accordance with Section 41 and 43 of the Michigan Planning Enabling Act.

Consistent with the notice of intent to plan, a copy of the draft plan is available for review on the county's website here: <https://www.eatoncounty.org/618/Master-Plan>.

Comments should be submitted to:

Master Plan Comments
Eaton County Planning Commission
1045 Independence Boulevard
Charlotte, MI 48813

Emailed comments may also be submitted to bmiller@eatoncounty.org.

The public hearing on the Master Plan is scheduled for April 23, 2024 at 6:00 p.m. in the Eaton County Board of Commissioners Room, 1045 Independence Boulevard, Charlotte MI 48813.

Please contact Brandy Miller, Planning and Zoning Administrator/Code Enforcement Officer at the Eaton County Department of Construction Codes & Planning and Zoning if you have any questions concerning this notice or the plan. Brandy can be reached at bmiller@eatoncounty.org or by calling (517) 543-3689.

Becky Bennett

From: Chris Trubac
Sent: Wednesday, January 31, 2024 3:40 PM
To: Becky Bennett
Subject: Zoo and Parks board resignations

Hi Becky,

As we previously discussed, I am writing to confirm that I will be stepping down from my role as an appointed commissioner on the Potter Park Zoo Board and the Parks and Recreation Commission. It has been a pleasure serving on both.

Thank you,

Chris Trubac
Ingham County Commissioner
District 3 | Delhi Township

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING APPOINTMENTS TO THE HISTORICAL COMMISSION

RESOLUTION #24 -

WHEREAS, the Ingham County Historical Commission has several vacancies; and

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

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

Robert Shelton, 550 Beacon Lake Drive, Apt. 1, Mason, 48854
Jeffrey Charnley, 3720 Woods Road, Leslie, 49251

to the Historical Commission for terms expiring December 31, 2026.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE WOMEN'S COMMISSION

RESOLUTION #24 -

WHEREAS, the Ingham County Women's Commission has several vacancies; and

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

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

Amy Broers, 1325 Lenore Avenue, Lansing, 48910

to the Women's Commission for a term expiring December 31, 2026.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 02/06/2024**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SET A PUBLIC HEARING ON REPAIR ALTERNATIVES FOR LAKE LANSING
LEVEL CONTROL STRUCTURE**

RESOLUTION #24 -

WHEREAS, the Board of Commissioners issued a contract for engineering analysis of the scope of repairs needed to the Lake Lansing level control structure to Spicer Group per Resolution #23-356 on August 22, 2023; and

WHEREAS, Spicer Group filed its report with the Ingham County Drain Commissioner on December 29, 2023, where it is posted on the Drain Commissioner's page of the County website; and

WHEREAS, numerous persons, and the Lake Lansing Property Owners Association would like to respond to the report and to provide input as to the design, method, and cost of the repairs; and

WHEREAS, the Drain Commissioner is interested in hearing this public response before giving the Board of Commissioners his advice and believes such a hearing would be in the public interest; and

WHEREAS, the Board of Commissioners is interested in exploring alternatives for management of the needed repairs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby determines that a public hearing shall be set for February 20, 2024 at 6:00 PM in Conference Room A of the Human Services Building, 5303 S. Cedar, Lansing, Michigan before the County Services Committee of the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Drain Commissioner shall provide notice of the public hearing to the public by causing notice to be published in a newspaper of general circulation in the County before the date set for the public hearing, and by posting the notice on the County website, and on such websites as are willing, such as the Meridian Township website and that of the Lake Lansing Property Owners Association.

BE IT FURTHER RESOLVED, that following the public hearing on February 20, 2024, a public comment period shall be open and not close sooner than 5:00 p.m. on Friday, April 5, 2024.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF COMMITMENT AND SUPPORT FOR THE
BRIDGE INVESTMENT PROGRAM GRANT FOR THE
MICHIGAN DEPARTMENT OF TRANSPORTATION
STATEWIDE LOCAL AGENCY BRIDGE BUNDLE PROGRAM**

RESOLUTION #24 -

WHEREAS, the Michigan Department of Transportation (MDOT) has undertaken an initiative to address the needs of Michigan's local bridge conditions through an innovative delivery method known as "bridge bundling;" and

WHEREAS, MDOT reached out to the County Road Association of Michigan (CRA) and the Michigan Municipal League (MML) to work together on such an initiative for the benefit of their mutual communities, and in the interest of public safety and the Michigan taxpayers; and

WHEREAS, MDOT has identified funding through a U.S. Department of Transportation Bridge Investment Program (BIP) grant for the Statewide Local Agency Bridge Bundle Program and has screened and selected a number of local bridges from a statewide review for inclusion in same; and

WHEREAS, the Road Department has agreed to the inclusion of the bridge replacement at Hagadorn Road over Mud Creek (SN 3876) in the Statewide Local Agency Bridge Bundle Program, with associated planned work, at no cost to the Road Department up to the budgeted project funding amount; and

WHEREAS, the Road Department understands that the work as planned will be undertaken in a contract to be let and awarded by MDOT with project overage costs the responsibility of the Road Department if the project exceeds the budgeted amount, as defined in a future agreement between Ingham County and MDOT; and

WHEREAS, MDOT will redistribute any excess funding equally to those local agencies who were required to contribute overage funding, as allowed by funding requirements once all planned bridge packages are completed; and

WHEREAS, the Road Department acknowledges that any requests to add or include work to the Statewide Local Agency Bridge Bundle Program identified by MDOT to be either maintenance-related, a betterment or non-structural improvement to the planned scope shall only be undertaken subject to the approval of MDOT and at 100% Road Department cost, except for widening for non-motorized transportation purposes supported by approved local or regional master plans developed in a manner consistent with applicable federal and state requirements; and

WHEREAS, the Road Department acknowledges that neither MDOT nor its third-party agents, contractors or consultants are assuming any ownership or responsibility for the future operation or maintenance of improvements constructed in connection with the Statewide Local Agency Bridge Bundle Program; and

WHEREAS, both parties agree that if there are any performance warranties, as part of the project, MDOT will oversee said warranted work, during the warranty period; and

WHEREAS, the Road Department agrees to perform long-term, life-cycle maintenance of the improvements made to its bridge included in the Statewide Local Agency Bridge Bundle Program in accordance with sound principles of asset management upon completion of the work; and

WHEREAS, the Road Department has designated an employee representative (CHAMPION) to serve as a point person for the agency with the necessary authority and resources to act and direct its staff and third-party agents to facilitate coordination of its portion of the Statewide Local Agency Bridge Bundle Program with MDOT; and

WHEREAS, the Road Department hereby acknowledges that MDOT and its consultants have the appropriate authority to act on its behalf in the planning, design, construction and administration of the Statewide Local Agency Bridge Bundle Program, while allowing Road Department staff input during design and reasonable access during construction to perform its own observations and inspections if desired; and

WHEREAS, the Road Department agrees to support implementation of the Statewide Local Agency Bridge Bundle Program consistent with the attached “Responsibilities of Local Agency Champions”; and

WHEREAS, the Road Department acknowledges and agrees that none of its direct or indirect costs incurred in connection with its participation in the Statewide Local Agency Bridge Bundle Program shall be reimbursable by MDOT or FHWA; and

WHEREAS, the County on behalf of the Road Department, has been requested by MDOT to provide a resolution of support and commitment for the U.S. Department of Transportation BIP grant for the Statewide Local Agency Bridge Bundle Program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners agrees to support implementation of the Statewide Local Agency Bridge Bundle Program to help facilitate the overall goal of improving local bridge conditions in Michigan.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

EXHIBIT A
RESPONSIBILITIES OF LOCAL AGENCY CHAMPIONS

The Ingham County Board of Commissioners agrees to support its designated CHAMPION* and other staff to take the following actions as necessary on behalf of the Road Department to participate in the Statewide Local Agency Bridge Bundle Program:

1. Review and sign environmental permit applications on behalf of the agency, being developed and prepared by MDOT or its consultants on its behalf;
2. Allow MDOT representatives to perform preliminary engineering work on site (surveying, scoping, etc.) and assisting with any routine traffic controls needed;
3. Respond in a timely manner or within deadlines established by MDOT to requests from MDOT or its consultants for relevant data or input on engineering plans or other the Statewide Local Agency Bridge Bundle Program related documents;
4. Issue permits (right-of-way occupancy, trucking, etc.) to MDOT's contractor within deadlines established by MDOT at no cost under uniform or near-uniform conditions as other agencies with the Statewide Local Agency Bridge Bundle Program bridges;
5. Meet MDOT, its consultants, regulatory agency representatives or contractor to review site conditions and discuss planned actions and impacts, such as detour routes, work zone safety and maintenance of traffic requirements;
6. Assist MDOT with identifying detour route(s), including coordinating with adjacent jurisdictions if the detour impacts neighboring roads, with the understanding that the Road Department will be responsible for any over and above routine maintenance costs and liability associated with damages to the detour route, and the contractor will be responsible for any liability costs associated with traffic controls;
7. Develop and implement an actionable plan to facilitate fulfillment of future life-cycle maintenance responsibilities of the completed improvement consistent with sound principles of asset management;
8. Take administrative actions such as executing cost share agreements, as necessary, to support the Statewide Local Agency Bridge Bundle Program budget, quality and schedule goals;
9. Its designated CHAMPION, on behalf of the Road Department, shall lead with support from MDOT and its consultant team, in local public meetings or stakeholder engagement (as needed) to support efforts to inform the public of the program and local impacts;
10. Take additional actions deemed necessary by FHWA to support successful implementation of the Statewide Local Agency Bridge Bundle Program.

*designated Road Department employee representative to serve as a point person for the agency with necessary authority and resources to act and direct its staff and third-party agents to facilitate coordination of its portion of the Statewide Local Agency Bridge Bundle Program with MDOT.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING JAMES HUDGINS, JR. ON THE
EVENT OF HIS RETIREMENT**

RESOLUTION #24 -

WHEREAS, James Hudgins Jr., began his career with Ingham County as the Purchasing Director on June 12, 2000; and

WHEREAS, as the Director of Purchasing, Jim was responsible for procurement of goods, services, and construction; along with supervision of the Copy Center and courier services for the County; and

WHEREAS, Jim paid impeccable attention to detail as he worked diligently to ensure that all aspects of the purchasing policies and procedures were adhered to by the various departments when purchasing goods and services and that the bidding process was conducted with integrity and equitably; and

WHEREAS, recognizing the use of taxpayer dollars for purchases, he strived to ensure that the County was receiving the best quality products and services for each dollar spent; and

WHEREAS, Jim's dedication, knowledge, and years of experience as Purchasing Director has proven to be of great value to many elected officials and employees of Ingham County; and

WHEREAS, during Jim's tenure with Ingham County, he oversaw several major purchasing projects which include the 9-1-1 Center, the Animal Control & Shelter, demolition of the Grandstands at the Fair, and the Ingham County Justice Complex; and

WHEREAS, on February 14, 2024, after more than 23 years of dedicated service to Ingham County, James Hudgins, Jr. will be retiring from his position as Purchasing Director.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors James Hudgins, Jr. for over 23 years of dedicated service as the Ingham County Purchasing Director and for his dedication and commitment to the County of Ingham and its citizens.

BE IT FURTHER RESOLVED, that the Board of Commissioners congratulates James Hudgins Jr. on his retirement and wishes him the best in future endeavors.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE HOUSING TRUST FUND (HTF) COMMITTEE TO
UPDATE AND ADMINISTER DOWN PAYMENT ASSISTANCE PROGRAM, AS NEEDED**

RESOLUTION #24 -

WHEREAS, the Ingham County Commissioners, through the passage of Resolution #23-494, approved the Down Payment Assistance (DPA) policy; and

WHEREAS, the Housing Trust Fund (HTF) Committee budgeted no more than \$450,000 for DPA to eligible recipients and to cover program administration costs; and

WHEREAS, due to the dynamic nature of the housing market and fluctuating requirements associated with mortgage lending, down payment requirements, policy changes, and flexible funding requirements are projected to be required to get the funds to the buyers with the greatest need; and

WHEREAS, in order to streamline the assistance process and avoid delays, the HTF Committee will need to make policy adjustments, and issue individual payments for buyers as needed; and

WHEREAS, the HTF Committee will track and oversee administration of the DPA Program, not to exceed the total of \$450,000 designated for DPA awards and administration.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners grant the HTF Committee authority to update the DPA policy as needed, and issue funds to recipients.

BE IT FURTHER RESOLVED, that the Ingham County Treasurer, serving as the HTF chairperson, has the authority to approve agreements utilizing mortgage documents approved by the County Attorney.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-492 AUTHORIZING
COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING IMPROVING
LOCAL LIVABILITY PROGRAM APPLICATION**

RESOLUTION #24 -

WHEREAS, Michigan State Housing Development Authority (MSHDA) has initially approved a commitment of \$500,000 in funding for Ingham County through the Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program; and

WHEREAS, the Ingham County Board of Commissioners (the Board) authorized the application for CDBG/CHILL Program funds through Resolution #23-492, detailing that proposed projects would complement efforts to make physical improvements to out-county and rural residential neighborhoods through single family housing redevelopment and homeowner-occupied improvement projects for low-to-moderate income homeowners; and

WHEREAS, the proposed reconstruction/resale activities on the identified site in the City of Leslie managed by the Ingham County Land Bank has been determined to be ineligible for CDBG funds because the recently demolished structure was not previously a residential site; and

WHEREAS, the proposed homeowner improvement projects described in the application are eligible for CDBG funds and consistent with the community development plan as described in the application; and

WHEREAS, by increasing the total CDBG funds going toward direct homeowner improvement project costs to \$410,000, with up to 18% going towards program administration (\$90,000), the total request for \$500,000 is consistent with the request submitted in the application; and

WHEREAS, more than 100 properties in need of substantial home improvement services have been identified through programming administered by Capital Area Housing Partnership (CAHP) and Capital Area Community Services (CACS), with at least 20 properties within non-entitlement areas eligible for CDBG/CHILL Program funds; and

WHEREAS, through Resolution #23-125, the Board approved an allocation of \$1.5 million for homeowner occupied housing repair and rehab programming administered by CAHP and CACS to provide local match for homeowner improvement project activities; and

WHEREAS, beneficiaries of CDBG/CHILL Program activities will be limited to individuals with incomes at or below 80% of the area median income (AMI); and

WHEREAS, no project costs will be incurred prior to a formal invitation to submit the application, official notice of an award, completion of required environmental review procedures, and formal written authorization to incur costs is received from the MSHDA.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an update to the program activities described in the CDBG/CHILL Program Application.

BE IT FURTHER RESOLVED, that the County Treasurer is authorized to amend the application, and sign and submit payment requests.

BE IT FURTHER RESOLVED, that the County Housing Trust Fund Coordinator is authorized to serve as the Certifying Officer who will oversee grant administration and the environmental review process.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the application, attachments, the Grant Agreement, and all amendments, after approval as to form by the County Attorney, if deemed necessary.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A CONTINGENCY FUND FOR HOUSING TRUST FUND
COMPETITIVE GRANT PROJECTS**

RESOLUTION #24 -

WHEREAS, the Ingham County Commissioners, through the passage of Resolution #23-276, approved \$2 million in Housing Trust Fund (HTF) 2023 competitive grant program funds to six entities in Ingham County for low income housing projects; and

WHEREAS, Commonwealth Development Corporation of America, a grant recipient in the amount of \$250,000 for the El Shabazz Senior Housing project failed to receive State funding so therefore will not receive the \$250,000 in HTF funding; and

WHEREAS, due to the dynamic nature and fluctuating costs associated with developing housing projects, change orders for additional funding are projected to be required for a number of the remaining projects; and

WHEREAS, in order to streamline the funding process and avoid project delays, a contingency fund for the HTF 2023 competitive grant project change orders is recommended; and

WHEREAS, this contingency fund can be funded through the \$250,000 remaining from the defunct El Shabazz project.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves the creation of a HTF 2023 competitive grant program contingency fund utilizing the \$250,000 from the El Shabazz project to fund anticipated change orders.

BE IT FURTHER RESOLVED, that the Ingham County Treasurer, serving as the HTF chairperson, has the authority to approve change orders utilizing the Ingham County Corporation Counsel approved Contract Change Order form.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest
Nays: Schafer **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CHANGE THE SITE OF A HOUSING TRUST FUND PROJECT

RESOLUTION #24 -

WHEREAS, the Ingham County Board of Commissioners, in Resolution #23-390 allocated funds to provide gap financing for five organizations and contractors for the new construction or rehabilitation of seven single-family houses; and

WHEREAS, these funds were allocated from American Rescue Plan (ARP) funds allocated to the Ingham County Housing Trust Fund (HTF); and

WHEREAS, the resolution authorized an allocation of \$90,000 to Business Credit Coaching and Consulting LLC (the Contractor) to assist in the construction of a new home on the vacant lot owned by the Ingham County Land Bank and located at 836 Dornell Street in Lansing; and

WHEREAS, as a result of the 2023 tax foreclosure process the contractor has identified a different site, 323 S. Hayford Street in Lansing, now owned by the Ingham County Land Bank, where rehabilitation of an existing structure may be completed for the same cost on a much faster schedule; and

WHEREAS, the contractor has more experience with extensive rehabilitations such as required for 323 S. Hayford Street than it does with new structure construction and has requested that the funds previously allocated be available instead for the rehabilitation of this property; and

WHEREAS, the rehabbed single-family home will be sold to income eligible buyers at or below 80% of Area Median Income, and meet all established HTF funding requirements; and

WHEREAS the Housing Trust Fund Committee has reviewed the contractor's proposal and recommends approval of the request.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves amending the project list contained in Resolution #23-390, Table A, to change "836 Dornell St" to "323 S Hayford St."

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: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest
Nays: Schafer **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CREATE A HOUSING TRUST FUND GRANTS ADMINISTRATOR POSITION
IN THE TREASURER'S OFFICE**

RESOLUTION #24 -

WHEREAS, the Ingham County Board of Commissioners have identified affordable housing as a barrier to home ownership for many residents of Ingham County; and

WHEREAS, Resolution #21-398 created the Housing Trust Fund Committee to develop policies and procedures for the implementation of a housing trust fund to ensure fair and equitable access to funding; and

WHEREAS, the Housing Trust Fund Committee has adopted a Strategic Plan to address a variety of housing quality and affordability issues within Ingham County; and

WHEREAS, Resolution #22-211 allocated \$9,000,000 in American Rescue Plan funds to the Ingham County Housing Trust Fund; and

WHEREAS, the Housing Trust Fund has applied for and intends to apply for additional public and private grant funds to supplement the American Rescue Plan funds; and

WHEREAS, the American Rescue Plan funds and other grant funds each require reporting by the Housing Trust Fund as well as monitoring and reporting of activities by subrecipients and subcontractors that have been allocated funds by the Board of Commissioners; and

WHEREAS, proper handling of these funds and acquisition of other funds would be enhanced by dedicating a staff member to grant compliance, administration, and application; and

WHEREAS, the Housing Trust Fund Committee has by resolution requested creation of this position; and

WHEREAS, the Housing Trust Fund Grants Administrator position will be classified as an ICEA PRO Level 06 (salary range \$55,572.35 to \$66,728.37); and

WHEREAS, the Housing Trust Fund Grants Administrator position will be funded through funds allocated to the Housing Trust Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the creation of a Housing Trust Fund Grants Administrator position under the direction of the County Treasurer.

BE IT FURTHER RESOLVED, that the Controller/Administrator will ensure that the position is eligible for American Rescue Plan funding.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget transfers and changes to the Approved Position List as authorized by this resolution.

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH FACILITIES 360 FOR
CARPET CLEANING SERVICES AT SEVERAL INGHAM COUNTY FACILITIES**

RESOLUTION #24 -

WHEREAS, the carpet and flooring throughout the buildings need to be routinely professionally cleaned; and

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

WHEREAS, the Facilities Department recommends an agreement with Facilities 360, who submitted the lowest responsive and responsible proposal of \$28,360 for the carpet cleaning services at several Ingham County facilities for a one-year term with an annual renewal option for a three year period; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Facilities 360, 35150 West Michigan Ave., Wayne, Michigan, 48184, for carpet cleaning services at several Ingham County Facilities for a one-year term in the amount of \$28,360 with an annual renewal option for a period of three years.

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: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RENEWAL OF SUPPORT FROM CORE TECHNOLOGY

RESOLUTION #24 -

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

WHEREAS, ongoing support is critical to ensuring that we have no disruption of service to our law enforcement personnel; and

WHEREAS, the current contract expired on December 30, 2023; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize payment of the invoice for the renewal of support from Core Technology in the amount not to exceed \$10,632.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Innovation and Technology Department's LOFT Fund #636-25820-932050.

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

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR
HOT MIX ASPHALT MIXTURES**

RESOLUTION #24 -

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

WHEREAS, the Purchasing Department recently released Invitation for Bid #8-24 and received competitive bid proposals for the purchase of HMA with a trucking option for a period of one (1) year; and

WHEREAS, bids for HMA Mixtures 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 for HMA Mixtures 13A, 4EML, 36A and with McKearney Asphalt & Sealing Inc. for HMA Mixture Batch Plant 36A (Winter Grade); and

WHEREAS, the Road Department 2024 budget includes sufficient funds to cover the cost associated with the purchase of Hot Mix Asphalt with optional trucking.

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

Rieth-Riley Construction located at 4150 South Creyts Road, Lansing, Michigan 48917 for HMA Mixtures 13A, 4EML, and 36A

McKearney Asphalt & Sealing Inc. located at 16501 South US 27 Hwy, Lansing, Michigan 48906 for HMA Mixture Batch Plant 36A (Winter Grade)

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #8-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Rieth Riley Construction and McKearney Asphalt & Sealing Inc. 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: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR
EMULSIFIED ASPHALTS**

RESOLUTION #24 -

WHEREAS, the Road Department annually purchases approximately 445,000 gallons of emulsified asphalt for road maintenance and construction operations; and

WHEREAS, the Purchasing Department recently released Invitation for Bid #9-24 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 accept bids from all three vendors; and

WHEREAS, the Road Department recommends a purchase order with Asphalt Materials, Inc. for AE-90, CM-300, and Pug Mill Services; and

WHEREAS, the Road Department recommends a purchase order with Michigan Paving and Materials for Low Track Bond Coat and AE-90; and

WHEREAS, the Road Department recommends a purchase order with Bit-Mat Products of Michigan for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal; and

WHEREAS, the Road Department 2024 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 for AE-90, CM-300, and Pug Mill Services

Michigan Paving and Materials located at 1950 Williams Street, Alma, Michigan 48801 for Low Track Bond Coat and AE-90

Bit-Mat Products of Michigan located at PO box 428, Ashley, Indiana 46705 for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #9-24.

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: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE FUNDING FOR
BROADBAND STATE MAPPING CHALLENGE CITIZEN OUTREACH**

RESOLUTION #24 -

WHEREAS, the Michigan High-Speed Internet Office (MIHI) is responsible for the distribution of \$1.6 billion in federal Broadband Equity Access and Deployment (BEAD) Program funding; and

WHEREAS, the BEAD Program grant application process will open in the summer of 2024; and

WHEREAS, BEAD funding will only be available to unserved and underserved (less than 100/20 Mbps) locations as determined by State broadband availability maps; and

WHEREAS, the accuracy of these maps can be challenged through a formal 30-day challenge process; and

WHEREAS, in order to maximize citizen participation in the challenge process, Merit Network has developed outreach materials and developed a website to log challenges and perform speed tests; and

WHEREAS, a not to exceed amount of \$7,500 is requested from the 2024 Contingency Fund for outreach materials and distribution costs.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves an expenditure not to exceed \$7,500 from the 2024 Contingency Fund for broadband outreach materials and distribution costs.

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

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: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #22-559 APPROVING AGREEMENTS WITH
COMMUNITY MENTAL HEALTH AND LJ TRUMBLE BUILDERS, LLC., FOR THE
RENOVATIONS TO FAMILIES FORWARD SPACE AT THE HUMAN SERVICES BUILDING**

RESOLUTION #24 -

WHEREAS, Resolution #22-559 approved an agreement with LJ Trumble Builders, LLC., for the renovations to the Families Forward space at the Human Services Building; and

WHEREAS, the contingency needs to be increase by \$53,000 to \$103,000 for unforeseen circumstances; and

WHEREAS, the Facilities Department recommends amending Resolution #22-559 to increase the contingency amount for a total not to exceed amount of \$1,200,000; and

WHEREAS, Community Mental Health (CMH) will reimburse Ingham County up to \$700,000 through the new lease agreement; and

WHEREAS, funds for this project are available as follows:

Ingham CIP carpet; \$200,000

Ingham CIP CMH renovations: \$500,000

Ingham General Fund reserves: \$200,000

CMH building revolving fund; \$300,000; and

WHEREAS, the \$53,000 will come from Ingham General Fund reserves.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #22-559 to increase the contingency amount by \$53,000 for the renovations to the Families Forward space at the Human Services building with LJ Trumble Builders LLC., for a not to exceed amount of \$1,200,000 which include a \$103,000 contingency.

BE IT FURTHER RESOLVED, that Ingham County Board of Commissioners authorizes amending the ten-year lease agreement with CMH for the Families Forward space at the Human Services Building to increase by \$53,000 for a total amount not to exceed \$700,000 over the term of the agreement.

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

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 02/05/2024**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer
Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-542 APPROVING THE
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES SPACE RENOVATIONS
AT THE HUMAN SERVICES BUILDING**

RESOLUTION #24 -

WHEREAS, Resolution #23-542 approved an agreement with Moore Trosper Construction Co., for the renovations to the Michigan Department of Health and Human Services (MDHHS) at the Human Services Building; and

WHEREAS, the Facilities Department was requested by MDHHS to increase the contingency amount of \$100,000 to \$162,440 to utilize the full 10% contingency allowance on Ingham County projects; and

WHEREAS, the Facilities Department recommends amending the resolution to increase the contingency amount to \$162,400 which will increase the not to exceed amount to \$1,786,840.02; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #23-542 to increase the contingency amount by \$62,400 for the renovations to the MDHHS space at the Human Services Building with Moore Trosper Construction Co., for a not to exceed amount of \$1,786,840.02 which includes a contingency of \$162,440.

BE IT FURTHER RESOLVED, that the lease with the State of Michigan for the Michigan Department of Health and Human Services space at the Human Services Building is hereby amended by an amount not to exceed \$1,786,840.02 to reimburse Ingham County for costs associated with this project.

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

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

COUNTY SERVICES: Yeas: Peña, Celentino, Grebner, Sebolt, Pawar, Ruest, Schafer

Nays: None **Absent:** None **Approved 02/06/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A GRANT FOR THE DEVELOPMENT OF A
SUSTAINABILITY ACTION PLAN**

RESOLUTION #24 -

WHEREAS, the Ingham County Environmental Affairs Commission has identified a need to develop a Sustainability Action Plan for Ingham County; and

WHEREAS, the development of a Sustainability Action Plan is crucial for addressing environmental concerns and promoting sustainable practices within Ingham County; and

WHEREAS, the plan will guide the Ingham County Environmental Affairs Commission in fulfilling its duties and responsibilities; and

WHEREAS, with the support of the Ingham County Environmental Affairs Commission, the Environmental Sustainability Manager submitted an application for \$200,000 to Representative Penelope Tsernoglou for funding through the State of Michigan's Department of Labor and Economic Opportunity Community Enhancement Grant program to develop a Sustainability Action Plan for Ingham County; and

WHEREAS, the application to develop a Sustainability Action Plan was funded under State of Michigan Public Acts 119 of 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby accepts the funding for the development of a Sustainability Action Plan from the Community Enhancement Grant program administered by the Michigan Department of Labor and Economic Opportunity in the amount of \$200,000.

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

BE IT FURTHER RESOLVED, that the 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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RESCIND RESOLUTION #23-543 AND REBID THE
DECONSTRUCTION OF THE HOOP HOUSE**

RESOLUTION #24 -

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

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

WHEREAS, the Fairgrounds currently floods during heavy rainstorms; and

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

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

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

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

WHEREAS, RFP #47-23 was published in order to obtain a qualified contractor at a competitive rate to deconstruct the hoop house; and

WHEREAS, Freedom Construction and Consulting, LLC was chosen as the contractor for recommendation to the Ingham Board of Commissioner; and

WHEREAS, Resolution #23-543 authorized Freedom Construction and Consulting, LLC to remove the hoop house at a total cost of \$94,000; and

WHEREAS, after further consideration, the Fair Board and management agree that seeking alternate bids providing the opportunity for the winning proposal to assume ownership of the Hoop House building materials after removal may result in the project costing \$0.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners rescinds Resolution #23-543.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Purchasing Department to issue an RFP to deconstruct the hoop house with the opportunity for the winning proposal to assume ownership of the building materials.

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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE PARKS DEPARTMENT
2024 CAPITAL IMPROVEMENT BUDGET**

RESOLUTION #24 -

WHEREAS, within the current 2024 Parks Capital Improvement (CIP) budget, two zero-turn electric lawnmowers are scheduled to be replaced; and

WHEREAS, the Parks Department were to begin the transition to carbon neutrality as a priority of the Parks Department as well as the Board of Commissioners; and

WHEREAS, currently commercial grade electrical zero-turn mowers are not at the technological level to withstand mowing large grassy areas for many hours; and

WHEREAS, due to the need to replace current aging mowers, the Parks Department is requesting an alteration of the previously approved Capital expenditure; and

WHEREAS, the Parks Department is requesting the ability to purchase three gas powered zero-turn mowers; and

WHEREAS, there are no additional funds required.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the Ingham County Parks Department 2024 CIP budget, to include the purchase of three gas powered zero-turn lawnmowers in place of the originally authorized two zero-turn electric lawnmowers.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDS FROM DELTA DENTAL FOUNDATION TO PURCHASE
NEW DENTAL OPERATORY CHAIRS FOR FOREST COMMUNITY HEALTH CENTER**

RESOLUTION #24 -

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to accept \$100,000 in funding from the Delta Dental Foundation, effective January 1, 2024 through December 31, 2024; and

WHEREAS, as Forest CHC continues to offer expanded dental services, the existing dental chairs are aging and near the end of their life cycle; and

WHEREAS, these funds will be used to purchase new dental operatory chairs for Forest CHC; and

WHEREAS, there is no cost associated with this resolution; 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 funds from the Delta Dental Foundation to purchase new dental operatory chairs for Forest CHC, effective January 1, 2024 through December 31, 2024 in an amount totaling \$100,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funding from the Delta Dental Foundation to purchase new dental operatory chairs for Forest CHC, effective January 1, 2024 through December 31, 2024 in an amount totaling \$100,000.

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

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-268 WITH EPIVIDIAN TO INCLUDE
CHORUS DATA ANALYTICS SERVICES FOR HIV DISEASE MANAGEMENT**

RESOLUTION #24 -

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to amend Resolution #23-268 with Epividian to include the CHORUS data analytics service specific to HIV disease management, effective January 1, 2024 through September 30, 2024 for an amount not to exceed \$22,653; and

WHEREAS, Epividian provides an analytics program entitled CHORUS and Ryan White Data Service (RWDS); and

WHEREAS, CHORUS exports electronic health record (EHR) data, interprets and classifies medical data in the EHR to deliver disease management to HIV providers, and delivers population reporting and more; and

WHEREAS, Epividian continues to help ICHD's CHCs improve data accuracy, patient care delivery, and reduce clerical errors; and

WHEREAS, the current agreement allows Epividian to integrate data from ICHD's CHCs' EHRs to a secured, federal clinical data system for patients in the Ryan White Program; and

WHEREAS, the total cost of this amendment will be \$22,653 and will be covered by HIV Care Coordination funding; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending the agreement with Epividian, authorized by Resolution #23-268 to include the CHORUS data analytics service, effective January 1, 2024 through September 30, 2024 for an amount not to exceed \$22,653.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the agreement with Epividian, authorized by Resolution #23-268 to include the CHORUS data analytics service, effective January 1, 2024 through September 30, 2024 for an amount not to exceed \$22,653.

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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest
Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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
2024 MICHIGAN MARIHUANA OPERATION AND OVERSIGHT GRANT**

RESOLUTION #24 -

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 Marihuana Act in an amount totaling \$25,488, effective January 1, 2024, through September 15, 2024; and

WHEREAS, the Michigan Legislature has appropriated funds for the 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 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, ICHD previously received this grant in 2019, 2020, 2021, 2022, and 2023 (through Resolutions #19-115, #20-070, #21-128, #22-143, and #23-109); and

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

WHEREAS, ICHD seeks to engage in activities such as providing education to adolescents, patients, caregivers and community members through targeted advertising and 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 about the risks associated with marijuana use during pregnancy and breastfeeding
- Increase perception of risk for adolescent marijuana use
- Measure the self-reported use of marijuana; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with LARA to accept funds in an amount totaling \$25,488, effective January 1, 2024, to September 15, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting a grant agreement with 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 \$25,488 effective January 1, 2024, to September 15, 2024.

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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE
NURSE FAMILY PARTNERSHIP NATIONAL SERVICE OFFICE**

RESOLUTION #24 -

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Nurse Family Partnership (NFP) National Service Office effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$50,000; and

WHEREAS, the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program supports pregnant people and parents with young children who live in communities that face greater risks and barriers to achieving positive maternal and child health outcomes; and

WHEREAS, families choose to participate in home visiting programs, and partner with health, social service, and child development professionals to set and achieve goals that improve their health and well-being; and

WHEREAS, this contract will allow ICHHD to continue providing NFP Home Visiting Services to low-income, first time mothers in Ingham County; and

WHEREAS, this NFP agreement will be supported with MIECHV grant money provided in partnership with Michigan Department of Health and Human Services (MDHHS), and previously approved through the FY23-24 Comprehensive Agreement via Resolution #23-339; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with the NFP National Service Office effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$50,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the NFP National Service Office effective October 1, 2023 through September 30, 2024 in an amount not to exceed \$50,000, to continue providing NFP Home Visiting Services to low-income, first time mothers in Ingham County.

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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #2 TO THE 2023–2024 MASTER AGREEMENT
WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE
DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE COMPREHENSIVE AGREEMENT**

RESOLUTION #24 -

WHEREAS, the responsibility from protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2023-2024 Master Agreement authorized through Resolution #23-339; and

WHEREAS, MDHHS has proposed Amendment #2 to adjust grant funding levels and clarify agreement procedures; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize Amendment #2.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #2 to the 2023-2024 Master Agreement with MDHHS for the delivery of public health services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of Agreement shall be October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding shall increase from \$7,267,051 to \$9,111,392 for a total increase of \$1,844,341.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

- Breast & Cervical Cancer Control Coordination: decrease of (\$55,781) from \$55,781 to \$0
- Children’s Special Health Care Services (CSHCS) Outreach & Advocacy: increase of \$39,089 from \$177,676 to \$216,765
- Environment, Great Lakes and Energy (EGLE) Drinking Water and Onsite Wastewater Management: increase of \$38,249 from \$162,375 to \$200,624
- Family Planning Services: increase of \$230,281 from \$261,887 to \$492,168
- Food Essential Local Public Health Services (ELPHS): increase of \$222,606 from \$285,173 to \$507,779

- HIV Ryan White Part B MAI: increase of \$4,787 from \$20,000 to \$24,787
- MDHHS - ELPHS: increase of \$10,706 from \$1,041,852 to \$1,052,558
- Nurse Family Partnership: increase of \$300,000 from \$588,300 to \$888,300
- Oral Health - Kindergarten Assessment: increase of \$30,000 from \$67,273 to \$97,273
- Public Health Emergency Preparedness 10/1-6/30: increase of \$35,475 from \$113,318 to \$148,793
- Regional Perinatal Care System: increase of \$380,681 from \$100,000 to \$480,681
- Social Determinants of Health (SDOH) Planning: increase of \$58,333 from \$25,000 to \$83,333
- SEAL! Michigan Dental Sealant: increase of \$5,000 from \$50,000 to \$55,000
- Sexually Transmitted Infection Control: increase of \$85,000 from \$38,621 to \$123,621
- Child Adolescent Health Construction - East Lansing High School (ELHS): increase of \$283,731 from \$0 to \$283,731.
- Public Health Infrastructure: increase of \$176,184 from \$0 to \$176,184.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2024 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Dr. Adenike Shoyinka, MD, MPH, or her designee, is authorized to sign and submit Amendment #2 to the 2023-2024 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #23-058 WITH WALGREENS TO ADD PHARMACY #15438, PHARMACY #15443, PHARMACY #16280, AND PHARMACY #16287 TO THE 340B DISCOUNT PROGRAM

RESOLUTION #24 -

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend Resolution #23-058 with Walgreens to add additional specialty pharmacy locations, effective upon approval; and

WHEREAS, these specialty pharmacy locations include Pharmacy #15438, Pharmacy #15443, Pharmacy #16280, and Pharmacy #16287; and

WHEREAS, Pharmacy #15438 is located at 41460 Haggerty Circle South, Canton, MI 48188; and

WHEREAS, Pharmacy #15443 is located at 10530 John W. Elliot Dr., Ste. 100, Frisco, TX 75033; and

WHEREAS, Pharmacy #16280 is located at 10530 John W. Elliot Dr., Ste. 100, Frisco, TX 75033; and

WHEREAS, Pharmacy #16287 is located at 130 Enterprise Drive, Pittsburgh, PA 15275; and

WHEREAS, the 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use; and

WHEREAS, Public Law #102-585 states that the Veterans Health Care Act of 1992 codified as Section 340B of the Public Health Service Act, limits the amount that manufactures may charge covered entities; and

WHEREAS, the 340B program offers opportunities to purchase discounted drugs for use during the patient visit, for dispensing from a covered entity owned pharmacy, or via contract arrangement with a retail pharmacy; and

WHEREAS, ICHD's CHCs currently participate in the 340B program only for the purchase of drugs administered as part of a patient visit; and

WHEREAS, there is no cost to participate in this agreement; and

WHEREAS, this agreement will generate \$500,000 in annual savings, based on the volume of existing patients who presently receive prescription medications from Walgreen's Pharmacies #15438, #15443, #16280 and #16287; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #23-058 with Walgreens to add Pharmacy #15438, Pharmacy #15443, Pharmacy #16280, and Pharmacy #16287, effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #23-058 with Walgreens to add Pharmacy #15438, Pharmacy #15443, Pharmacy #16280, and Pharmacy #16287, effective upon approval.

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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #23-582 WITH NEXTGEN® HEALTHCARE INFORMATION SYSTEMS, INC. TO PURCHASE THE MEDICATION INVENTORY CONTROL SYSTEM SOLUTION

RESOLUTION #24 -

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to amend Resolution #23-582 with NextGen® Healthcare Information Systems, Inc. to include the NextGen® Medication Inventory Control System (MICS) solution, for an annual amount not to exceed \$30,000 plus a one-time implementation fee of \$7,000, effective upon approval; and

WHEREAS, NextGen® MICS is an electronic health record (EHR) barcode reader that streamlines the administration documentation of immunizations and inventory for end users; and

WHEREAS, this solution instantly collects inventory or vaccine data and populates key fields improving clinical workflow, while optimizing patient safety and reducing financial waste; and

WHEREAS, the cost for this solution includes an annual amount of \$30,000 plus a one-time implementation fee of \$7,000, and will be covered by 340B revenue; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending the agreement with NextGen® Healthcare Information Systems, Inc. authorized by Resolution #23-582 to include the NextGen® Medication Inventory Control System (MICS) solution, for an annual amount of \$30,000, plus a one-time implementation fee of \$7,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the agreement with NextGen® Healthcare Information Systems, Inc. authorized by Resolution #23-582 to include the NextGen® Medication Inventory Control System (MICS) solution, for an annual amount of \$30,000 plus a one-time implementation fee of \$7,000.

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

BE IT FURTHER RESOLVED, that the Chairperson of the 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: Cahill, Tennis, Trubac, Peña, Pawar, Ruest

Nays: None **Absent:** Morgan **Approved 02/05/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI COUNTY OFFICE ON AGING
FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #24 -

WHEREAS, the growth of the 60 and over population throughout the country, including regional, state and county areas, is impacting the services Tri County Office on Aging (TCOA) delivers; and

WHEREAS, more than 57,000 seniors (age 60+) live in Ingham County, thousands lack the financial means to fully care for themselves; and

WHEREAS, many seniors in Ingham County have multiple chronic conditions that make everyday living difficult; and

WHEREAS, as of May 31, 2020, there were almost 200 older adults in Ingham County on wait lists to receive essential services such as assistance with bathing and other personal care, homemaking chores (including snow removal), and respite programs for caregivers; and

WHEREAS, the millage will help reduce waitlists that are expected to rise dramatically with the rapid growth of the older population; and

WHEREAS, in August 2020 the electorate authorized a countywide elder services millage level of 30/100 (.30) of one mill for a period of four years (2020-2023) to be used for the purpose of authorizing funding to eliminate wait lists and expand critical services such as in-home care, meals on wheels, and crisis services to support the growing population of persons age sixty (60) and older residing in Ingham County; and

WHEREAS, TCOA has submitted a proposal to Ingham County to use Elder Services Millage dollars to fund a comprehensive array of essential services to Ingham County residents age 60 and older; and

WHEREAS, funds from the Elder Services Millage are included in the County's 2023 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$2,704,224 with Tri-County Office on Aging (TCOA) for services provided to Ingham County residents for the period of January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

BE IT FURTHER RESOLVED, that funds will be utilized by TCOA for Elder Services Millage eligible services as provided in the attached proposal.

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

HUMAN SERVICES: Yeas: Cahill, Tennis, Morgan, Peña, Pawar

Nays: None **Absent:** Ruest, Trubac **Approved 01/22/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville

Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

YEAR 2024
SERVICES TO BE PROVIDED BY THE CONTRACTOR.

The Contractor shall provide a comprehensive array of services to Ingham County residents aged 60 and older including:

- a) Managing and operating Home Delivered Meals (commonly known as Meals on Wheels) and Congregate (Senior) Dining Sites, providing meals to address food insecurity and meet the nutritional and social needs of the growing population of older adults. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act.
- b) Providing individuals with In-Home Services and supports depending on the need, designed to provide or enhance their independence and avoid the need for residential/skilled nursing living arrangements. Supports can include personal care (such as assistance with bathing and dressing) homemaking services, grocery shopping assistance, and respite support for persons caring for older adults. Priority will be given to individuals currently on the Tri County Office on Aging's (TCOA's) wait lists and others who may not meet the nursing facility level of care determination but are at risk of health decline or lack of independence without support.
- c) Supplying Chore Services such as snow removal, yard work, and weatherization to enhance safety and enable older adults to remain living in a safe independent environment.
- d) Supporting Healthy Aging and Wellness Activities such as healthy living classes for persons with diabetes and other chronic conditions, caregiver workshops, and other opportunities to engage older adults in the community to promote socialization and prevent isolation, depression, and worsening chronic conditions.
- e) Providing Crisis Services and gap filling supports through financial or other assistance in addressing utility shut offs and safe housing-related expenses (emergency shelter, fumigation, eviction prevention, property tax assistance, etc.) and other immediate needs such as bus passes for low-income seniors in imminent danger of losing independence. Assistance may be available for caregivers to meet one-time, emerging needs in support of the older adult.
- f) Supplying gap-filling support to meet the Non-Covered Medical needs of low-income older adults to prevent serious health crises. Expenses may include prescription medications, dental/oral health care, durable medical equipment (i.e. walkers, shower benches), and hearing aids that are not covered through Medicare or other means. Non-emergency medical transport can be arranged for those awaiting approval for transportation services through Medicaid or Medicare.

- g) Managing and operating Information & Assistance Services to community members with questions about available programs and services, or those who otherwise do not know where to turn. These community members may be seniors, adults with disabilities or the family and friends that support them. The questions or circumstances may be straight forward and result in a simple referral or exchange of information, or they may be more complex, requiring significant time and follow-up. Services may include the support of a Community Resource Navigator who has specific training, knowledge of community resources, and background in working with older adults who have chronic health and emotional needs who are not connected to any other supports and have immediate needs.
- h) Connecting low income and underserved individuals and their families to Legal Services to provide legal protection, advocacy and representation in the areas of elder abuse, public benefits, senior justice and elder rights. Services also include the Long-Term Care Ombudsman who advocates for the health, safety and rights of persons in nursing and other care facilities and may also include the education of local law enforcement and other key organizations and community partners on elder abuse.
- i) Ten percent of the funds received under this agreement shall be used to pay for the staffing, overhead and other associated costs for the additional administration of the millage.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE REACTIVATION OF LAW ENFORCEMENT POSITION FOR
VILLAGE OF WEBBERVILLE COVERING CURRENT AND FUTURE SERVICE AGREEMENTS**

RESOLUTION #24 -

WHEREAS, the Ingham County Sheriff's Office and the Village of Webberville have restored the law enforcement services agreement from 40 hours of coverage, Resolution #22-618, to 80 hours of coverage, Resolution #23-515; and

WHEREAS, Resolution #23-515 did not request the accompanying Sheriff's Office Law Enforcement Deputy position to fulfill the two-year period, beginning January 1, 2024 through December 31, 2025, with an option to extend the agreement an additional one-year period through December 31, 2026; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves restoration of the Sheriff's Office Law Enforcement Deputy position eliminated due to Resolution #22-618.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make any necessary budget adjustments and changes to the position allocation list consistent with this resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson and the Sheriff to sign all necessary contract documents consistent with this resolution upon review and approval as to form by the County Attorney.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACTUAL AGREEMENT BETWEEN THE
INGHAM COUNTY SHERIFF'S OFFICE AND STRYKER TO PURCHASE AUTOMATED
EXTERNAL DEFIBRILLATORS**

RESOLUTION #24 -

WHEREAS, the Ingham County Sheriff's Office (ICSO) is responsible for maintaining thirty automated external defibrillators (AED's); and

WHEREAS, AEDs are a lifesaving tool used to help those experiencing sudden cardiac arrest; and

WHEREAS, the AEDs are utilized at the Ingham County Justice Complex, Veterans Memorial Courthouse, ICSO patrol vehicles, as well as at the Sheriff's Office substations in Delhi Twp and the Village of Webberville; and

WHEREAS, the Sheriff's Office also maintains three training AED's, which are used to help train its staff on their proper use; and

WHEREAS, the majority of the Sheriff's Office AEDs were manufactured in 2008; and

WHEREAS, the American Hospital Association's Estimated Useful Lives of Depreciable Hospital Assets lists the average life expectancy of an AED at five years; and

WHEREAS, the purchase of new AED's would also require new defibrillation electrodes, as the electrodes that are currently used would not be compatible with the new AED's; and

WHEREAS, a group of ICSO staff have researched several AED's and have concluded that the LIFEPAK CR2 would best suit our needs moving forward; and

WHEREAS, *Stryker* is a company that distributes LIFEPAK products; and

WHEREAS, several greater Lansing area Fire/EMS departments have moved toward a 10 year leasing program with *Stryker*, whereby they receive 40% off of AEDs and 50% off of accessories; and

WHEREAS, *Stryker* has extended this discount to Ingham County for the purchase of AEDs and accessories; and

WHEREAS, *Stryker* has been awarded a contract through Savvik Buying Group, which is a Public Safety Group Purchasing Organization with over 15,000+ agency members; and

WHEREAS, *Stryker's* publicly awarded vendor contract with Savvik Buying Group meets Ingham County's competitive bidding requirement for piggybacking on a cooperative purchasing agreement; and

WHEREAS, the funding for this contact was approved as part of a 2024 Strategic Planning Initiative Fund Request; and

WHEREAS, the necessary funds exist within the Ingham County Sheriff's Office budget to make this purchase; and

WHEREAS, this contract would serve to support the objectives of the County's 5-year strategic plan by providing Deputies with access to emergency medical equipment that would be used during their efforts to provide lifesaving care; thereby promoting the well-being and quality of life for the residents of Ingham County.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase thirty LIFEPAK CR2 AED's, thirty defibrillation electrodes, and three LIFEPACK CR2 training AEDs from *Stryker*, in the amount of \$54,320.16.

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.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PROJECT AGREEMENT WITH BLUEWATER TECHNOLOGIES TO UPGRADE EMERGENCY OPERATIONS CENTER TECHNOLOGY

RESOLUTION #24 -

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management received pass through grant funds from the FY2021 and FY2022 Homeland Security Grant Programs (HSGP); and

WHEREAS, the Ingham County Board of Commissioners previously accepted the FY2021 and FY 2022 HSGP grant funds via Resolutions 21-645 and 22-532; and

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

WHEREAS, the Ingham County Sheriff's Office and Office of Emergency Management utilizes the Emergency Operations Center (EOC) for training, exercising, and activations in the event of a disaster; and

WHEREAS, upgrading the EOC technology is intended to enhance and optimize the functionality and reliability of the workspace; and

WHEREAS, Ingham County previously contracted with Bluewater Technologies to provide the technology hardware and software for the Ingham County Justice Complex; and

WHEREAS, Bluewater provided a quotation identifying the intended hardware, software, and programming upgrades; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal; and

WHEREAS, the total expenditure quotation for this proposal is \$55,105.26.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Project Agreement with Bluewater Technologies for \$55,105.26 to expand and upgrade the EOC technology utilizing funding from the FY2021 and FY2022 Homeland Security Grant Program Funding.

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

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #23-429 TO INCREASE PER DIEM RATES FOR
VARIOUS RESIDENTIAL PLACEMENTS**

RESOLUTION #24 -

WHEREAS, the Ingham County Circuit Court Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, the Ingham County Commissioners approved residential placement for juveniles with various providers through the passage of Resolution #23-429; and

WHEREAS, after further discussions with three of the providers; Abraxas, Ottawa County, and Sequel/Woodward, it was found that their projected per diems exceeded the previously approved amounts; and

WHEREAS, the Juvenile Division has adequate funding for the increase in per diems for these three providers; and

WHEREAS, the revised per diem list is attached to this resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to Resolution #23-429 to increase the per diem rates for Abraxas, Ottawa Count, and Sequel/Woodward per the attached rate schedule for the time period of October 1, 2023 through September 30, 2026.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Private Institution line item within the Child Care Fund.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Ingham County Circuit Court – Juvenile Division
Residential Placements

PLACEMENT NAME	PER DIEM RATES
Abraxas Academy	Not to exceed \$811.20
Abraxas 1	Not to exceed \$674.51
Ottawa County Youth Facility	Not to exceed \$375.00
Sequel/Woodward	Not to exceed \$325.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT WITH
VARIOUS RESIDENTIAL PLACEMENTS**

RESOLUTION #24 -

WHEREAS, the Ingham County Circuit Court Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, the Ingham County Circuit Court Juvenile Division would like to enter into three-year contracts with various residential treatment facilities for the purpose of providing treatment intervention to adjudicated delinquent youth; and

WHEREAS, entering into three-year contracts allows for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Ingham County Circuit Court Juvenile Division conducts ongoing examination of the treatment facilities to ensure services are being delivered appropriately and effectively; and

WHEREAS, a list of residential placement facilities and per diem's can be found attached to this resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the attached list of residential treatment facilities for the care and treatment services of Court adjudicated youth not to exceed the per diems listed in the same attachment for the time period of October 1, 2023 through September 30, 2026.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Private Institution line item within the Child Care Fund.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

Ingham County Circuit Court – Juvenile Division
Residential Placements

PLACEMENT NAME	PER DIEM RATES
Abraxas Leadership Development Center	Not to exceed \$677.54
Abraxas Youth Center	Not to exceed \$699.57
Abraxas Ohio	Not to exceed \$674.97
Bethany Christian Services	Not to exceed state rate, current rate is \$426.42
Summit Academy	Not to exceed \$490.04
New Outlook Academy	Not to exceed \$471.89

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH RESOLUTION SERVICES CENTER OF
CENTRAL MICHIGAN TO SUPPORT SMALL CLAIMS WORK**

RESOLUTION #24 -

WHEREAS, Resolution Services Center of Central Michigan (RSCCM) is a Community Dispute Resolution Program through the State Court Administrator's Office (SCAO) providing services in the areas of mediation, facilitated dialogues, restorative practices, juvenile diversion, and mediation/restorative training; and

WHEREAS, with the onset of the COVID-19 stay-at-home order, RSCCM responded to requests from the courts in the County to assist with the backlog of small claim cases by developing a referral process for accepting small claims cases, contacting parties, facilitating all cases remotely, and providing outcome information back to the referring courts; and

WHEREAS, these services have proven valuable to both the courts and the parties they serve and the demand for these services is expected to continue into the future; and

WHEREAS, RSCCM submitted a budget request of \$13,000, for 2024, which is included in the 2024 Adopted Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Resolution Services Center of Central Michigan for small claims case assistance at the 55th District Court in the amount of \$13,000 for the time period of January 1, 2024 through December 31, 2024.

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

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #23-244 TO REFLECT THE AWARDED FUNDING AMOUNTS FROM THE STATE GRANT UNDER PA511 FOR FY 2023-2024 FOR VARIOUS PROGRAMMING WITH SUBCONTRACTORS OUTLINED HEREIN

RESOLUTION #24 -

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

WHEREAS, the Community Corrections Advisory Board (CCAB) approved the Funding Application and Plan for FY 2023-2024; and

WHEREAS, the final awarded amount from the State of Michigan differed from the requested amount by a reduction of \$5,230; and

WHEREAS, pursuant to the FY 2023-2024 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending Resolution #23-244 and further authorizes entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2023-2024 in the amount of \$343,452 (a reduction of \$5,230) in CCAB Plans and Services and Administration funds for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2023 through September 30, 2024 with Prevention and Training Services for MRT Change Groups for a revised cost not to exceed \$26,500; with Prevention and Training Services for Domestic Violence Intervention Groups for a revised cost not to exceed \$31,903; with TRI-CAP for Opioid Specific Program services for a revised cost not to exceed \$29,582; with CEI-CMH for Relapse Prevention and Recovery services for a not to exceed \$71,918; with Northwest Initiative - ARRO for the CHOICES program services for a revised cost not to exceed \$45,000; and with Judicial Services Group. Ltd. for electronic monitoring services for Pretrial defendants for a not to exceed amount of \$9,317.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA Pro 06 salary grade not to exceed \$26,197.

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

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

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

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Maiville, Schafer
Nays: None **Absent:** None **Approved 02/01/2024**

FINANCE: Yeas: Grebner, Morgan, Tennis, Sebolt, Lawrence, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 02/07/2024**