

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
RYAN SEBOLT
DERRELL SLAUGHTER
CHRIS TRUBAC
ERIN GRAHAM
ROBIN NAEYAERT
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, APRIL 5, 2021 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/88652613864>.

Agenda

Call to Order

Approval of the [March 15, 2021](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Capital Area Mentoring Partnership – 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
2. Ingham County Fairgrounds – Resolution to Authorize a Contract with [Xact Excavating](#) at the Ingham County Fairgrounds
3. Facilities Department – Resolution to Authorize an [Amendment to Resolution #21-088](#) to Authorize the Installation Charge for the Temperature Sensors at the Human Services Building
4. Health Department
 - a. Resolution to Authorize the Purchase of Personal Protection Equipment (PPE) [Gloves](#) from Platinum Code
 - b. Resolution to Authorize an Agreement with St. Vincent Catholic Charities [Refugee Services](#)
 - c. Resolution to Authorize an Agreement with [Refugee Development Center](#)
 - d. Resolution to Authorize an Agreement with [Uno Deuce](#) for Development of Videos Promoting COVID-19 Vaccination in Communities of Color
5. Parks Department
 - a. Resolution to Authorize to Extend the Contract with [Comsource, Inc.](#) for Radios at Hawk Island County Park
 - b. Resolution to Authorize a Contract with [Scarlett Excavating](#) to Install a County Purchased Snow Making Tube at Hawk Island County Park
 - c. Resolution to Authorize the Contract with [James Clark Tree Service](#) for Tree Removal at Hawk Island County Park
 - d. Resolution to Authorize [Livery Fees](#) at Burchfield County Park
 - e. Resolution to Authorize a Contract with [Salebien Trucking](#) and Excavating Inc.
 - f. Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage [Agreement TR085](#)

- g. Resolution to Authorize an Agreement with [Soldan's Feeds and Pet Supplies Inc.](#) for Selling Fobs for the Soldan Dog Park
 - h. Staffing [Lifeguards](#) at Ingham County Parks (*Discussion*)
6. Human Services Committee – Resolution to Re-Establish and Change the Composition of the [Environmental Affairs Commission](#)

Announcements
Public Comment
Adjournment

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

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 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

HUMAN SERVICES COMMITTEE

March 15, 2021

Draft Minutes

The meeting was called to order by Chairperson Tennis at 6:30 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Tennis (Ingham County), Sebolt (Ingham County), Slaughter (Ingham County), Trubac (Ingham County), Graham (Ingham County), Naeyaert (Ingham County), and Maiville (Ingham County).

Members Absent: None.

Others Present: Commissioner Peña, Jared Cypher, Linda Vail, Brian Collins, Tim Morgan, Natrenah Blackstock, Noah Hintz, and Michael Tanis.

Approval of the March 1, 2021 Minutes

CHAIRPERSON TENNIS STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE MARCH 1, 2021 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

Removed –

1. Veterans Affairs – Resolution to Authorize a Contract with M3 Marketing Group for the Purpose of Social Media, Outreach, and Engagement

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

2. Health Department
 - a. Resolution to Authorize an Agreement with Granicus for GovDelivery Service
 - b. Resolution to Authorize Amendment #3 to the 2020 – 2021 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
 - d. Resolution to Authorize an Agreement with MSU Health Team Inc. for Psychiatric Services
 - e. Resolution to Accept U.S. Department of Health and Human Services Health Resources and Services Administration Provider Relief Funds
 - f. Resolution to Authorize an Agreement with Ingham Intermediate School District

- g. Resolution to Authorize an Agreement with Delta Dental Foundation
- h. Resolution to Authorize an Agreement with Edge Partnerships for Continuation and Expansion of a Flu Prevention Campaign Plus a Complementary COVID-19 Vaccination Campaign
- i. Resolution to Honor Jane Southwell, RN

3. Parks Department

- a. Resolution to Authorize a Contract with Justice Fence for Supplying and Installing a New Fence at Hawk Island County Park
- b. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Burchfield – McNamara Landing
- c. Resolution to Authorize an Application for a Recreation Passport Program Grant
- d. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island
- e. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Hawk Island Park
- f. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing North
- g. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing North
- h. Resolution to Authorize a Contract with Lopez Concrete Construction, LLC for Concrete Work at Hawk Island County Park
- i. Resolution to Authorize a Contract with LakePro, Inc. for Lake Weed Treatment at Hawk Island County Park and Burchfield County Park
- j. Resolution to Authorize a Contract with Rowe Professional Services Company for Prime Professional Services for Various Projects
- k. Resolution to Authorize a Contract with Landscape Architects and Planners Inc. for Prime Professional Services for Various Projects

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

2. Health Department

- c. Resolution to Authorize an Extension to the Agreement with St. Vincent Catholic Charities

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE RESOLUTION.

Commissioner Sebolt disclosed that he had a relative employed by St. Vincent Catholic Charities.

THE MOTION CARRIED. **Yeas:** Tennis, Slaughter, Trubac, Graham, Naeyaert, Maiville
Nays: Sebolt **Absent:** None

Announcements

None.

Public Comment

Linda Vail, County Health Officer, stated that she wanted to thank the Human Services Committee for their incredible support over the last year. She further stated that she could not do the work she did for this community without them behind her.

Chairperson Tennis stated that he spoke for all of them by saying how much she was appreciated. He further stated that they were lucky to have the best Health Officer in the State of Michigan, and they supported all of her efforts to make sure vaccines were given out to as many people as possible in an efficient manner.

Adjournment

The meeting was adjourned at 6:36 p.m.

APRIL 5, 2021 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

1. Capital Area Mentoring Partnership - 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

This resolution authorizes a contract with Big Brothers Big Sisters Michigan Capital Region (BBBSMCR) for the Capital Area Mentoring Partnership Program (CAMP). The contract will not exceed \$25,000 annually for the time period of January 1, 2020 through December 31, 2021. Funds for this contract are included in the 2021 budget.

2. Ingham County Fairgrounds – Resolution to Authorize a Contract with Xact Excavating at the Ingham County Fairgrounds

This resolution authorizes a contract with Xact Excavating for excavation services at the Ingham County Fairgrounds. The agreement will be for three years with a two-year extension option. Costs will not exceed \$10,000 in year one, \$10,500 in year two, and \$11,000 in year three for excavation services on the Fairgrounds during the off-season and not to exceed \$150 per hour for additional excavation services during the six days of the annual fair. The 2021 budget includes funds for this contract.

3. Facilities Department – Resolution to Authorize an Amendment to Resolution #21-088 to Authorize the Installation Charge for the Temperature Sensors at the Human Services Building

Resolution #21-088 authorized an agreement amendment with Safety Systems Inc. for the monitoring of two additional sensors at the Human Services Building for an additional \$24 per year for the next two years. The Controller approved the installation charge of \$574 but it was not on the resolution. Facilities is requesting the resolution amendment to include authorization of the installation cost. All other terms and conditions set forth in Resolution #21-088 will remain unchanged.

4. Health Department

- a. Resolution to Authorize the Purchase of Personal Protection Equipment (PPE) Gloves from Platinum Code

This resolution authorizes the bulk purchase of 90 cases of PPE gloves from Platinum Code for an amount not to exceed \$31,775. The cost of this purchase will be covered through the COVID-19 Immunization MI Supplemental grant funding.

- b. Resolution to Authorize an Agreement with St. Vincent Catholic Charities Refugee Services

This resolution authorizes an agreement with St. Vincent Catholic Charities Refugee Services (STVCC) effective April 1, 2021 through September 30, 2021 in an amount not to exceed \$8,400. STVCC will provide phone outreach to 1,294 unduplicated Ingham County residents ages 16 and older to discuss their interest in registering with Ingham County Health Department to get the COVID-19 vaccine. All costs of this agreement are included in grant funds that will be received through Amendment #3 of the comprehensive agreement.

- c. Resolution to Authorize an Agreement with Refugee Development Center

This resolution authorizes an agreement with Refugee Development Center effective April 1, 2021 through September 30, 2021 in an amount not to exceed \$7,032. Refugee Development Center will provide phone outreach to 1,000 unduplicated Ingham County residents ages 16 and older to discuss their interest in registering with Ingham County Health Department to get the COVID-19 vaccine. All costs of this agreement are included in grant funds that will be received through Amendment #3 of the comprehensive agreement.

d. *Resolution to Authorize an Agreement with Uno Deuce for Development of Videos Promoting COVID-19 Vaccination in Communities of Color*

This resolution authorizes an agreement with Uno Deuce effective March 20, 2021 through June 30, 2021 in an amount not to exceed \$6,000 for the development of videos promoting COVID-19 vaccination in communities of color. Funds for this agreement will come from the MDHHS grant.

5. *Parks Department*

a. *Resolution to Authorize to Extend the Contract with Comsource, Inc. for Radios at Hawk Island County Park*

This resolution extends the contract with Comsource for two additional years at the current cost of \$3,360 for eight radios plus an additional \$192 annually for a cell phone application that would allow managers cell phones to act as radios. Funds for this contract are included in the budget.

b. *Resolution to Authorize a Contract with Scarlett Excavating to Install a County Purchased Snow Making Tube at Hawk Island County Park*

This resolution authorizes a contract with Scarlett Excavating for a total amount of \$49,350 from the Parks Departments Operating Fund Balance for the installation of the snow making tube at Hawk Island County Park. Funds for this contract are available in the Parks Department budget.

c. *Resolution to Authorize the Contract with James Clark Tree Service for Tree Removal at Hawk Island County Park*

This resolution authorizes a contract with James Clark Tree Service for an amount not to exceed \$16,400 for hazardous tree removal at Hawk Island County Park. Funds for this contract are available in the Parks Department budget.

d. *Resolution to Authorize Livery Fees at Burchfield County Park*

This resolution authorizes a fee of \$1,000 annually for private canoe/kayak livery services who wish to use the facilities at Burchfield Park for business purposes.

e. *Resolution to Authorize a Contract with Salebien Trucking and Excavating Inc.*

This resolution authorizes a contract with Salebien Trucking and Excavating Inc. for the base bid in the amount of \$27,500 for the demolition and legal disposal of a house at Lake Lansing South County Park. This agreement shall be effective the date of execution through May 28, 2021. Funding for this agreement is available in the Parks Department budget.

f. *Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage Agreement TR085*

This resolution authorizes an amendment to the contract with the City of Lansing to fund Agreement TR085-Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador. The Friends of the Lansing Regional Trails is requesting an amendment to this Agreement for an additional \$20,000 for funding the position from July 1, 2021 to June 30, 2022. Funding for this contract is available in the Trails & Parks Millage.

g. *Resolution to Authorize an Agreement with Soldan's Feeds and Pet Supplies Inc. for Selling Fobs for the Soldan Dog Park*

This resolution renews an existing agreement with Soldan's to sell fobs for the Soldan Dog Park. This will be a five year agreement with an option to renew for an additional three years. The money collected for the fobs is paid back to the county.

6. Human Services Committee – Resolution to Re-Establish and Change the Composition of the Environmental Affairs Commission

This resolution re-establishes the Environmental Affairs Commission (EAC) as an advisory board to the Board of Commissioners. The EAC will be in a position to make recommendations to the Board of Commissioners regarding various initiatives related to sustainability and climate change.

OTHER ITEMS:

5. Parks Department

h. *Staffing Lifeguards at Ingham County Parks (Discussion)*

Agenda Item 1

To: Human Services and Finance Committees

From: Jared Cypher, Deputy Controller

Date: March 25, 2021

Subject: Contract with Big Brothers Big Sisters Michigan Capital Region for the Capital Area Mentoring Partnership Program
For the meeting agendas of April 5 and April 7

BACKGROUND

This resolution authorizes a contract with Big Brothers Big Sisters Michigan Capital Region (BBBSMCR) for the Capital Area Mentoring Partnership program (CAMP). With Support from the County, CAMP will continue to bring in speakers to provide training on a plethora of topics (child trauma, effective communication within matches, human trafficking, runaway prevention, bullying, the importance of the screening process, etc.) to CAMP members, volunteers, and youth within their programs. CAMP will utilize the funds to bring awareness of the program to the community with the purchase of promotional items as well as utilizing quarterly service projects in the community as a platform. CAMP is not yet its own 501(c)3 and is facilitated by Big Brothers Big Sisters Michigan Capital Region.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The contract will not exceed \$25,000 annually for the time period of January 1, 2020 through December 31, 2021. Funds for this contract are included in the 2021 budget.

OTHER CONSIDERATIONS

Capital Area Mentoring Partnership (formerly the Community Coalition of Youth) is a collaboration of mentoring organizations and community resources that focuses on mentoring in the tri-county, serving youth from the age of five years to twenty-five. The collaboration is diverse; organizations offer one-to-one mentoring, group mentoring, services to homeless youth, immigrant children, refugee children, children with disabilities, children involved with the Juvenile Justice System and/or African American young men, etc.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

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

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 included \$25,000 as the County's share of funding for CAMP in the fiscal year 2021.

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, 2020 through December 31, 2021 in an amount not to exceed \$25,000 annually 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.

Agenda Item 2

TO: Board of Commissioners Human Services and Finance Committees
FROM: Lindsey McKeever, Fairgrounds Events Director
DATE: March, 22 2021
SUBJECT: Resolution authorizing a contract with Xact Excavating for excavating services at the Ingham County Fairgrounds

BACKGROUND

The Fairgrounds hosts over 30 horse shows and six days of grandstands attractions annually which require excavation services. The Purchasing Department sought proposals for qualified excavating companies to provide services at the Fairgrounds. The Fair Board recommends moving forward with Xact Excavating. Xact Excavating will charge \$3,000 to move the dirt into the Main Arena for horse shows and \$2,000 to move the dirt out of the arena in year 1, \$3,125 to move the dirt into the arena and \$2,125 out of the arena in year two and \$3,250 to move the dirt into the arena and \$2,250 to move the dirt out of the arena in year three. Additionally, the costs associated with specific equipment are listed below.

Bull Dozer	\$125/hour
Dump truck	\$95/hour
End Loader	\$125/hour
Excavator	\$150/hour
Skid Steer	\$100/hour
Semi	\$110/hour

The prices offered by Xact Excavating are significantly cheaper than the previous contractor and the savings to the Fairgrounds will likely be \$10,000 per year.

ALTERNATIVES

The Fairgrounds could choose a respondent who was more expensive than Xact Excavating.

FINANCIAL IMPACT

The expenses associated with this contract have been budgeted and approved in the 2021 operation budget.

STRATEGIC PLANNING IMPACT

This resolution supports the long term objective providing recreational opportunities.

OTHER CONSIDERATIONS

There are no other considerations at this time.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to allow the Fair to impose fees for special events.

Agenda Item 2

TO: Lindsey McKeever, Fairgrounds Event Director
FROM: James Hudgins, Director of Purchasing
DATE: January 20, 2021
RE: Memorandum of Performance for RFP No. 2-21 Excavation and Dirt Moving Services for the Ingham County Fairgrounds

Per your request, the Purchasing Department sought proposals from experienced and qualified excavators for the purpose of providing excavation and dirt moving services at the Ingham County Fairgrounds events for a period of three (3) years with an option to renew the contract for an additional two-year period.

The scope of work as directed by the Fairgrounds Event Director includes, but is not limited to, installing and removing horse arena footing/dirt annually in the Main Arena, and constructing and supporting annual grandstand events (motocross jumps, tractor pulls, and demolition derby track) at the Ingham County Fair.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	33	16
Vendors responding	5	0

A summary of the vendors' costs is located on the next page.

A preconstruction meeting is required prior to commencement of work when construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

**INGHAM COUNTY PURCHASING DEPARTMENT
RECORD OF POST BID ADDENDUM 1**

PACKET #2-21 EXCAVATION AND DIRT MOVING SERVICES FOR THE INGHAM COUNTY FAIRGORUNDS

Vendor Name	XACT EXCAVATING	JARED A BEDUHN EXCAVATING	SALEBIEN TRUCKING & EXCAVATING	CENTRAL EXCAVATING LLC	MKC GROUP INC
YEAR 1					
Cost to move the dirt into the arena each time it is required	\$3,000.00	\$4,800.00	\$14,899.00	\$16,250.00	\$23,100.00
Cost to move the dirt out of the arena each time it is required	\$2,000.00	\$4,800.00	\$14,899.00	\$13,000.00	\$23,100.00
YEAR 2					
Cost to move the dirt into the arena each time it is required	\$3,125.00	\$5,200.00	\$16,389.00	\$17,100.00	\$24,000.00
Cost to move the dirt out of the arena each time it is required	\$2,125.00	\$5,200.00	\$16,389.00	\$13,650.00	\$24,000.00
YEAR 3					
Cost to move the dirt into the arena each time it is required	\$3,250.00	\$5,600.00	\$18,028.00	\$18,000.00	\$25,000.00
Cost to move the dirt out of the arena each time it is required	\$2,250.00	\$5,600.00	\$18,028.00	\$14,300.00	\$24,800.00
3 YEAR TOTAL / INTO & OUT OF	\$15,750.00	\$31,200.00	\$98,632.00	\$92,300.00	\$144,000.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH XACT EXCAVATING
AT THE INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the Ingham County Fairgrounds hosts over thirty horse shows and hosts six days of grandstand events annually; and

WHEREAS, the excavation services required to execute the preparation of the facilities to host said events in a safe and professional manner is one of a highly skilled nature; and

WHEREAS, after careful review of bids, the Fair Board recommends the contract be awarded to Xact Excavating who submitted the most qualified bid in the amount of \$10,000 in year one, \$10,500 in year two, and \$11,000 in year three for excavation services on the Fairgrounds during the off-season and not to exceed \$150 per hour for additional excavation services during the six days of the annual fair; and

WHEREAS, the funds for this contract are included in the Ingham County Fairgrounds operational budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract for three years, effective July 1, 2021, with an additional two year extension option to Xact Excavating, 22333 T Drive N Olivet, Michigan 49076 for excavation services at the Ingham County Fairgrounds at a cost not to exceed \$10,000 in year one, \$10,500 in year two, and \$11,000 in year three for excavation services on the Fairgrounds during the off-season and not to exceed \$150 per hour for additional excavation services during the six days of the annual fair.

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.

Agenda Item 3

TO: Board of Commissioners, Human Services, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: March 23, 2021

RE: Resolution to Authorize an Amendment to Resolution 21-088 to Authorize the Installation Charge for the Temperature Sensors at the Human Services Building

For the meeting agendas of: April 5, 6 & 7

BACKGROUND

Resolution #21-088 authorized an agreement amendment with Safety Systems Inc. for the monitoring of two additional sensors at the Human Services Building for an additional \$24.00 per year for the next two years. The Controller approved the installation charge of \$574.00 but it was not on the resolution. We are requesting the resolution amendment to include authorization of the installation cost. All other terms and conditions set forth in Resolution #21-088 will remain unchanged.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #21-088 TO
AUTHORIZE THE INSTALLATION CHARGE FOR THE TEMPERATURE SENSORS
AT THE HUMAN SERVICES BUILDING**

WHEREAS, Resolution #21-088 authorized an amendment to an agreement with Safety Systems Inc. for monitoring two additional temperature sensors at the Human Services Building for an additional \$24.00 per year for the next two years; and

WHEREAS, the installation charge of \$574.00 was approved by the Controller but was not included in Resolution #21-088.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #21-088 to authorize the installation charge of \$574.00 for Safety Systems, Inc. for two additional temperature sensors at the Human Services Building.

BE IT FURTHER RESOLVED, that all other terms and conditions set forth in Resolution #21-088 are unchanged.

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

Agenda Item 4a

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 16, 2021
SUBJECT: Resolution Authorizing Bulk Purchase of Personal Protective Equipment (PPE) Supplies
For the meeting agendas of April 5, and April 7, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to purchase 90 cases of PPE gloves from Platinum Code in an amount not to exceed \$31,775. ICHHD uses gloves daily in our seven medical clinics and has activated three mass vaccination clinics that also use gloves while administering the COVID-19 vaccine. This has resulted in a significant increase in our glove usage. By purchasing in bulk, ICHHD will maintain a necessary supply in the most cost-effective way.

ALTERNATIVES

ICHHD obtained quotes from 3 separate vendors. Platinum Code was the lowest quote.

FINANCIAL IMPACT

The purchase of 90 cases of gloves is not to exceed \$31,775. The cost of this agreement will be covered through the COVID-19 Immunization MI Supplemental grant funding.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support authorizing the bulk purchase of 90 cases of PPE gloves from Platinum Code for an amount not to exceed \$31,775.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF PERSONAL PROTECTION EQUIPMENT
(PPE) GLOVES FROM PLATINUM CODE**

WHEREAS, Ingham County Health Department (ICHD) wishes to purchase 90 cases of PPE gloves from Platinum Code in an amount not to exceed \$31,775; and

WHEREAS, ICHD uses gloves daily in our seven medical clinics and has activated three mass vaccination clinics that also use gloves while administering the COVID-19 vaccine; and

WHEREAS, this has resulted in a significant increase in our glove usage; and

WHEREAS, by purchasing in bulk, ICHD will maintain a necessary supply in the most cost effective way; and

WHEREAS, ICHD obtained three quotes from multiple vendors and recommends using Platinum Code for our bulk purchase of gloves to be used at all medical clinics and vaccination sites; and

WHEREAS, funds are available from the COVID-19 Immunization MI Supplemental grant award; and

WHEREAS, the Health Officer recommends purchasing 90 cases of PPE gloves from Platinum Code in an amount not to exceed \$31,775.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the purchase of PPE gloves from Platinum Code in an amount not to exceed \$31,775.

BE IT FURTHER RESOLVED, that the total cost will be paid from the COVID-19 Immunization MI Supplemental grant award.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 18, 2021
SUBJECT: Authorization to Enter Agreement with St. Vincent Catholic Charities
For the meeting agendas of April 5, and April 7, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with St. Vincent Catholic Charities (STVCC) in an amount not to exceed \$8,400, effective April 1, 2021 through September 30, 2021. STVCC will provide phone outreach to 1,294 unduplicated Ingham County residents ages 16 and older to discuss their interest in registering with Ingham County Health Department to get the COVID-19 vaccine. Calls will offer to register individuals age 16 and older via the ICHHD registration form and/or schedule vaccination appointments. STVCC will also inquire about any concerns that people in the home age 16 and older may have about receiving the COVID-19 vaccine. In addition, STVCC will be available to provide up to 50 hours of on-call interpretation services for individuals needing language assistance at mass vaccination or pop-up vaccination events.

ALTERNATIVES

Refugee Development Center (RDC) also provides this type of education and outreach to refugees and newcomers in Ingham County. ICHHD wishes to enter into a separate contract with RDC for outreach to a separate group of 1,000 unduplicated refugees and newcomers presently being served by that organization. Individuals that STVCC will contact are a separate group from those that RDC will contact.

FINANCIAL IMPACT

This agreement will cost up to \$8,400, all costs of this agreement are included in grant funds that will be received through Amendment #3 of the comprehensive agreement.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with St. Vincent Catholic Charities Refugee Services effective April 1, 2021 through September 30, 2021 in an amount not to exceed \$8,400.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ST. VINCENT
CATHOLIC CHARITIES REFUGEE SERVICES**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with St. Vincent Catholic Charities (STVCC) in an amount not to exceed \$8,400, effective April 1, 2021 through September 30, 2021; and

WHEREAS, STVCC will provide phone outreach to 1,294 unduplicated Ingham County residents ages 16 and older to discuss their interest in registering with Ingham County Health Department to get the COVID-19 vaccine; and

WHEREAS, calls will offer to register individuals age 16 and older via the ICHD registration form and/or schedule vaccination appointments; and

WHEREAS, STVCC will also inquire about any concerns that people in the home age 16 and older may have about receiving the COVID-19 vaccine; and

WHEREAS, in addition, STVCC will be available to provide up to 50 hours of on-call interpretation services for individuals needing language assistance at mass vaccination or pop-up vaccination events; and

WHEREAS, this agreement will cost up to \$8,400, and all costs of this agreement are included in grant funds that will be received through Amendment #3 of the comprehensive agreement; and

WHEREAS, the Health Officer recommends entering into an agreement with STVCC in an amount up to \$8,400 for phone outreach and in-person interpreter support related to COVID-19 vaccination, effective April 1, 2021 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with STVCC from April 1, 2021 to September 30, 2021 in an amount up to \$8,400 for phone outreach and in-person interpreter support related to COVID-19 vaccination.

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

TO: Board of Commissioners Humans Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 18, 2021
SUBJECT: Resolution to Authorize an Agreement with Refugee Development Center
For the Meeting Agendas of April 5 and April 7, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter an agreement with Refugee Development Center (RDC) to assist with outreach efforts related to the COVID-19 vaccine, in an amount not to exceed \$7,032 effective April 1, 2021 through September 30, 2021. RDC will provide phone outreach to 1,000 unduplicated Ingham County residents/refugees ages 16 and older to discuss their interest in registering with ICHHD to get the COVID-19 vaccine. Calling residents will notify those who have not yet been vaccinated that if they are a patient through our Community Health Centers (CHCs), they can make an appointment to get vaccinated, can receive assistance with scheduling appointments, and can be notified of their vaccine appointment date and time administered at Forest CHC. RDC staff will also offer to register individuals age 16 and older via the ICHHD registration form and/or schedule vaccination appointments, and inquire about any concerns that people in the home age 16 and older may have about getting vaccinated. In addition to phone outreach, RDC will also provide interpreters to individuals needing language assistance at mass vaccination or pop-up vaccination events.

ALTERNATIVES

St. Vincent Catholic Charities (STVCC) Refugee Services also provides this type of education and outreach to refugees and newcomers in Ingham County. ICHHD wishes to enter into a separate contract with STVCC for outreach to a separate group of 1,300 unduplicated refugees and newcomers presently being served by that organization. Individuals that STVCC will contact are a separate group from those that RDC will contact.

FINANCIAL IMPACT

ICHHD will pay RDC up to \$7,032. All costs of this agreement will be covered by grant funds authorized in Amendment #3 of the Comprehensive agreement with Michigan Department of Health and Human Services (MDHHS).

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Refugee Development Center effective April 1, 2021 through September 30, 2021 in an amount not to exceed \$7,032.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH REFUGEE DEVELOPMENT CENTER

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Refugee Development Center (RDC) to assist with outreach efforts related to the COVID-19 vaccine, in an amount not to exceed \$7,032 effective April 1, 2021 through September 30, 2021; and

WHEREAS, RDC will provide phone outreach to 1,000 unduplicated Ingham County residents/refugees ages 16 and older to discuss their interest in registering with ICHD to get the COVID-19 vaccine; and

WHEREAS, calling residents will notify those who have not yet been vaccinated that if they are a patient through our Community Health Centers (CHCs), they can make an appointment to get vaccinated, can receive assistance with scheduling appointments, and can be notified of their vaccine appointment date and time administered at Forest CHC; and

WHEREAS, RDC staff will also offer to register individuals age 16 and older via the ICHD registration form and/or schedule vaccination appointments, and inquire about any concerns that people in the home age 16 and older may have about getting vaccinated; and

WHEREAS, in addition to phone outreach, RDC will also provide interpreters to individuals needing language assistance at mass vaccination or pop-up vaccination events; and

WHEREAS, ICHD will pay RDC in an amount not to exceed \$7,032, and all costs of this agreement will be covered by grant funds authorized in Amendment #3 of the Comprehensive agreement with Michigan Department of Health and Human Services (MDHHS); and

WHEREAS, the Health Officer recommends entering into an agreement with RDC effective April 1, 2021 through September 30, 2021 in an amount not to exceed \$7,032 for phone outreach and in-person interpreter support related to COVID-19 vaccination.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with RDC from April 1, 2021 to September 30, 2021 in an amount not to exceed \$7,032 for phone outreach and in-person interpreter support related to COVID-19 vaccination.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: March 18, 2021
SUBJECT: Resolution to Authorize Agreement with Uno Deuce for the Development of Videos Promoting COVID-19 Vaccination in Communities of Color
For meeting agendas of April 5 and April 7, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Uno Deuce for the filming and editing of 10-12 short videos specifically designed to decrease COVID-19 vaccine hesitancy, particularly in communities of color. The Ad Council has found that 58% of Black people and 40% of Hispanic people have hesitancy (resistance or skepticism) around vaccination compared to 37% of white people. Local BIPOC (Black, Indigenous and People of Color) partners and residents, with whom ICHHD has been meeting weekly, agree that vaccine hesitancy is especially problematic in their communities. The videos will highlight up to ten people individually, and footage from these videos will be used to produce two longer videos suitable for paid advertising and social media. ICHHD was awarded a grant from the Michigan Department of Health & Human Services (MDHHS) to fight the COVID-19 pandemic (Account # 221-60055-01156). The \$6,000 to support this project will come from these grant funds. This work builds in part upon a previous video project produced by Uno Deuce with ICHHD's Community Health Centers (CHCs).

ALTERNATIVES

ICHHD could seek to enter into an agreement with a new vendor but would then be unable to easily build upon work created for the Ingham Community Health Centers.

FINANCIAL IMPACT

The amount of this agreement will not exceed \$6,000. These funds will come from the MDHHS grant (Account #221-60055-01156).

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communication, Goal B.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorize an agreement with Uno Deuce effective March 20, 2021 through June 30, 2021 in an amount not to exceed \$6,000 for the development of videos promoting COVID-19 vaccination in communities of color.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH UNO DEUCE FOR DEVELOPMENT OF VIDEOS PROMOTING COVID-19 VACCINATION IN COMMUNITIES OF COLOR

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Uno Deuce for the development of videos promoting COVID-19 vaccination in communities of color effective March 20, 2021 through June 30, 2021 in an amount not to exceed \$6,000; and

WHEREAS, the Ad Council has found that 58% of Black people and 40% of Hispanic people have hesitancy around the COVID-19 vaccination compared to 37% of white people; and

WHEREAS, local BIPOC (Black, Indigenous and People of Color) partners and residents, with whom ICHHD meets weekly, agree that vaccine hesitancy is especially problematic in their communities; and

WHEREAS, Uno Deuce previously worked with the Ingham Community Health Centers to create videos about the COVID-19 vaccine and new videos can build upon these; and

WHEREAS, Uno Deuce will film and edit 10-12 short videos specifically designed to decrease COVID-19 vaccine hesitancy, particularly in communities of color; and

WHEREAS, the agreement with Uno Deuce will not exceed \$6,000; and

WHEREAS, the project will be entirely funded by a grant ICHHD was awarded from Michigan Department of Health & Human Services (MDHHS) to fight the COVID-19 pandemic; and

WHEREAS, the Health Officer recommends authorizing an agreement with Uno Deuce in an amount not to exceed \$6,000 effective March 20, 2021 through June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with Uno Deuce for the development of videos promoting COVID-19 vaccination within communities of color in an amount not to exceed \$6,000 effective March 20, 2021 through June 30, 2021.

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

Agenda Item 5a

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Exercising option to extend contract with Comsource, Inc for an additional two years
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

Board of Commissioner Resolution #18-154 authorized a contract with Comsource, Inc. for the use of eight radios for three years and an option to renew for an additional two years. We are requesting to exercise the option to extend this contract for an additional two years. Comsource, Inc. has agreed to honor the current cost of \$3,360 for the eight radios. Staff would also like to add the annual cost of \$192 to provide for a cell phone application that would allow the managers cell phones' to also act as radios.

ALTERNATIVES

Due to communication being vital within the parks, there are no other alternatives.

FINANCIAL IMPACT

This resolution requests \$3,552.00. There are funds available as detailed below:

Contract	Line Item Project #	Beginning Allocation	Current Balance	Original Requested Amount	Additional Amount Requested	Remaining Balance
Cmsource	208-75600-818000	\$3,360	\$6,360	\$3,360	\$192	\$2,808

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this Resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution authorizing the two-year extension to the original contract with Comsource, Inc.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE TO EXTEND THE CONTRACT WITH COMSOURCE, INC.
FOR RADIOS AT HAWK ISLAND COUNTY PARK**

WHEREAS, Resolution #18-154 authorized a contract with Comsource, Inc. for the use of eight radios for three years and an option to renew for an additional two years; and

WHEREAS, the Ingham County Parks is requesting to exercise the option to extend this contract for an additional two years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes to extend the contract for two additional years at the current cost of \$3,360 for eight radios plus an additional \$192 annually for a cell phone application that would allow managers cell phones to act as radios.

BE IT FURTHER RESOLVED, that the terms of the Agreement will extend to June 10, 2023.

BE IT FURTHER RESOLVED, that the funds are available in line item 208-75600-81800.

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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Contract with Scarlett Excavating
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for installing a County purchased snow making tube at Hawk Island County Park. The Evaluation Committee recommends that a contract be awarded to Scarlett Excavating.

ALTERNATIVES

Due to excessive corrosion on the existing snow making pipe infrastructure, it has become necessary to replace the existing snow making pipe. The alternative is to not complete the project.

FINANCIAL IMPACT

This resolution requests authorization to use the Parks 208 fund balance. There are funds available to do this project in the Parks Department 208 fund balance and we are requesting a transfer of \$49,350.00 from the Parks Department 208 fund balance into line item 208-75600-818000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Scarlett Excavating.

TO: Timothy Morgan, Parks Director
 FROM: James Hudgins, Director of Purchasing
 DATE: March 6, 2021
 RE: Memorandum of Performance for RFP No. 37-21 Installation of Snow Making Tube

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors to enter into a contract for the purpose of installing a County-purchased snow making tube at Hawk Island County Park.

The scope of work includes, but is not limited to, excavating a trench to a depth defined by local code; boring under existing asphalt path in order to connect County-purchased piping through wall of snow making pump house to the snowmaking pump; and, providing fill trench with one foot of fill sand on all sides of new pipe prior to backfilling with existing spoils.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	61	23
Vendors responding	2	0

Summary of the vendors' costs.

Vendor Name	Local Pref	Install Snow Making Tube Total Cost
Scarlett Excavating	No, Lansing (Clinton County) MI	\$49,350.00
Rumsey and Sons Inc.	No, Dimondale MI	\$56,666.64

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process. If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SCARLETT EXCAVATING TO INSTALL
A COUNTY PURCHASED SNOW MAKING TUBE AT HAWK ISLAND COUNTY PARK**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for installing a County purchased snow making tube at Hawk Island County Park; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Scarlett Excavating.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Scarlett Excavating for a total amount of \$49,350.00 from the Parks Departments Operating Fund Balance for the installation of the snow making tube at Hawk Island County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 31, 2021.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes \$49,350.00 from the Parks Department 208 fund balance for the project and that the Controller/Administrator is authorized to transfer \$49,350.00 from the Parks Department 208 fund balance into line item 208-75600-818000.

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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Contract with James Clark Tree Service
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

The Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for hazardous tree removal at Hawk Island County Park. Staff recommends that a contract be awarded to James Clark Tree Service.

ALTERNATIVES

Due to the age and condition of some trees within Hawk Island County Park it has become necessary to remove the hazardous trees. The alternative is to not complete the project.

FINANCIAL IMPACT

There are funds available in line item project numbers 21P01 as detailed below:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Hawk Island Hazard Tree Removal and Reforestation 208-75200-97400-21P01	\$25,000.00	\$25,000.00	\$16,400.00	\$8,600.00

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with James Clark Tree Service.

Agenda Item 5c

TO: Timothy Morgan, Parks Director
FROM: James Hudgins, Director of Purchasing
DATE: March 23, 2021
RE: Memorandum of Performance for RFP No. 52-21 Tree Removal at Hawk Island County Park.

Proposals were sought from qualified and experienced vendors for the removal of approximately forty (40) poplar trees located on the east side of the park entry driveway, one (1) maple tree located at the base of the snow tubing hill and thirty five (35) various caliper trees surrounding the maintenance building within Hawk Island County Park.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	7	4
Vendors responding	4	3

A summary of the vendors' costs:

Vendor	Local Preference	Cost
James Clark Tree Service	Yes, Holt MI	\$16,400.00
Upper Cut Tree Service	Yes, Williamston MI	\$18,250.00
J & D Logging	No, Charlotte MI	\$18,500.00
Harper Hill Forestry Products LLC	Yes, Mason MI	\$20,200.00

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONTRACT WITH JAMES CLARK TREE SERVICE
FOR TREE REMOVAL AT HAWK ISLAND COUNTY PARK**

WHEREAS, the Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for hazardous tree removal at Hawk Island County Park; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to James Clark Tree Service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorized entering into a contract with James Clark Tree Service, effective the date of execution through October 31, 2020, in an amount not to exceed \$16,400 for hazardous tree removal at Hawk Island County Park.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000-21P01 for the project.

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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Livery Fees at Burchfield Park
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

Park staff is proposing a livery fee be implemented for any business wishing to use Burchfield County Park river access for their boat livery business.

ALTERNATIVES

Allow boat livery businesses to operate at no charge through a written agreement and proof of insurance.

FINANCIAL IMPACT

This could offer a new source of revenue for the Ingham County Parks. The proposed fee is \$1,000 per year.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user- friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural, and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE LIVERY FEES AT BURCHFIELD COUNTY PARK

WHEREAS, the Ingham County Board of Commissioners authorizes a livery fee be implemented at Burchfield County Park; and

WHEREAS, park staff and the Park Commission recommend fees for livery services provided by canoe/kayak livery for profit businesses.

THEREFORE BE IT RESOLVED, that effective upon passage of this resolution by the Ingham County Board of Commissioners an annual livery fee is established at Burchfield County Park in the amount of \$1,000 for the use of Burchfield Park facilities by for-profit canoe/kayak liveries.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Contract with Salebien Trucking and Excavating Inc.
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced demolition vendors for the purpose of entering into a contract for the demolition and legal disposal of a house at Lake Lansing South County Park. The bids were evaluated by the Purchasing Department and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Salebien Trucking and Excavating Inc. for the base bid \$27,500.

ALTERNATIVES

The condition of the house has deteriorated to the point where the cost to repair it exceeds what we would be willing to put into it to maintain it as a rental option. The Park Commission approved this approach. The demolition would create more green space within the park for other types of recreation and facilities.

FINANCIAL IMPACT

There are funds available in line item 208-75200-976000-20P01 as detailed below:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Lake Lansing South Rental House Demolition #20P01	\$20,000	\$18,150	\$18,150	\$0

The remainder of the cost in the amount of \$9,350 will come from the Parks Department 208 fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Salebien Trucking and Excavating Inc.

Agenda Item 5e

TO: Timothy Morgan, Parks Director
FROM: James Hudgins, Director of Purchasing
DATE: February 19, 2021
RE: Memorandum of Performance for RFP No. 1-21 Lake Lansing South County Park Rental House Demolition and Disposal Services

Per your request, the Purchasing Department sought proposals from qualified and experienced demolition vendors for the purpose of entering into a contract for the demolition and legal disposal of a house at Lake Lansing South County Park.

Vendor shall comply with Michigan Occupational Safety and Health Administration, Occupational Safety and Health Administration, Environmental Protection Act and Asbestos Hazard Emergency Response Act.

Debris shall be disposed of in a manner acceptable by the Michigan Department of Environmental Quality for Solid Waste Management and all other applicable governmental regulating agencies. Materials are to be re-used and/or recycled as much as possible instead of deposited into a landfill.

The scope of work includes, but is not limited to, obtaining all necessary licenses and permits, providing all necessary labor and equipment, fencing, barricading, dust control, in addition to submitting all waste manifest and landfill receipts for all debris and material.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	66	21
Vendors responding	3	0

A summary of the vendors' costs:

Vendor Name	Local Pref	Total Bid
Salebien Trucking and Excavating Inc.	No, Dundee, MI	\$27,500.00
Bolle Contracting	No, St. Clare, MI	\$30,860.00
MKC Group Inc.	No, Bay City, MI	\$68,777.00

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SALEBIEN TRUCKING
AND EXCAVATING INC.**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced demolition vendors for the purpose of entering into a contract for the demolition and legal disposal of a house at Lake Lansing South County Park; and

WHEREAS, the County desires for the materials to be reused and/or recycled as much as possible instead of deposited into a landfill; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Salebien Trucking and Excavating Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Salebien Trucking and Excavating Inc. for the base bid in the amount not to exceed \$27,500 for the demolition and legal disposal of a house at Lake Lansing South County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through May 28, 2021.

BE IT FURTHER RESOLVED, there is \$18,150 is available in line item 208-75200-976000-20P01 for the project.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$9,350 from the Parks Department fund balance to cover the remainder of the cost of the project.

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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Amendment to the City of Lansing Agreement TR085
 For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

Ingham County Board of Commissioners Resolution #20-028 authorized entering into a contract with the City of Lansing to fund Agreement TR085- Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador. FLRT is requesting an amendment to this Agreement for an additional \$20,000 for funding the position from July 1, 2021 to June 30, 2022 as detailed in Exhibit A.

ALTERNATIVES

The Park Commission approved this approach at their March 22, 2021 meeting.

FINANCIAL IMPACT

The financial impact from this request will be an additional \$20,000 from the Trails and Parks Millage Fund balance.

Project	Line Item Project #	Beginning Allocation	Requested Additional Amount	Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted)
Volunteer Trail Ambassador	TR085	\$15,000	\$20,000	\$6,798,215.27

The full detailed report of the trails and park millage project status is available online:
http://parks.ingham.org/trails_and_parks_millage/awards.php.

If applicable, we would request funding from the American Rescue Plan Dollars.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

See attached letter from the Friends of the Lansing Regional Trails– Exhibit A.

If applicable, we would request funding from the American Rescue Plan Dollars.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing an amendment to the Agreement with the City of Lansing.

Exhibit A

Ingham County Board of Commissioners
Ingham County Parks Commission
Attn: Tim Morgan, Nicole Wallace
Re: Friends of the Lansing Regional Trails
Trail Ambassador Agreement Amendment

Dear Mr. Morgan and Ms. Wallace,

The Friends of the Lansing Regional Trails requests an amendment to contract #TRO85, for additional funding to help FLRT support the Trail Ambassador position. Ingham County has helped FLRT support this position throughout the first 5 rounds of trail funding. FLRT did not apply for funding in round 6. We at FLRT felt we could support this Trail Ambassador position ourselves through advertising revenue derived from the signage program. Due the slower than expected rollout of the signage project, this advertising program and the revenue that we projected to earn has been extremely limited. And the covid pandemic has negatively impacted fundraising. We still believe that FLRT will eventually be able to support the great work of our Trail Ambassador program as the pandemic recedes.

FLRT hereby requests \$20,000 to fund the Trail Ambassador program for the period starting July 1, 2021 to June 30, 2022, which represents the time frame covered by the 6th round of funding.

Our Trail Ambassador program benefits the entire countywide trail system in many ways. Regular trail cleanups beautify the trails and encourage volunteers to participate with us. Newsletters and social media campaigns coordinated by the Trail Ambassador promote trail awareness and build support in the community for our trails. Events coordinated by the Trail Ambassador bring out participation from all over the County and are extremely popular. FLRT and the Trail Ambassador helped pass the millage renewal in 2020.

We at FLRT are very grateful for all the support Ingham County has shown us in the past. We hope you continue this support through the pandemic.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Brogan". The signature is fluid and cursive, with a large initial "P" and "B".

Paul Brogan

President

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING
TRAILS AND PARKS MILLAGE AGREEMENT TR085**

WHEREAS, Board of Commissioners Resolution #20-028 authorized entering into a contract with the City of Lansing for Agreement TR085 Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador; and

WHEREAS, FLRT is requesting an amendment to Agreement TR085 for additional funding in the amount of \$20,000 for the time period from July 1, 2021 to June 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to Agreement TR085 Friends of the Lansing Regional Trails Volunteer Trail Ambassador with the City of Lansing for additional funding in the amount of \$20,000 from the Trails and Parks Millage fund balance for the time period from July 1, 2021 to June 30, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$20,000 from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR085.

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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Contract with Soldan's Feeds and Pet Supplies, Inc.
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

A contract with Soldan's Feeds and Pet Supplies, Inc. was approved by a short form which authorizes them to sell fob cards for access to Soldan Dog Park at its local stores. The current contract expires May 1, 2021. This request is to extend the contract five (5) more years, with an option to renew for an additional three (3) years at the expiration of the five year contract.

ALTERNATIVES

Patrons would have less locations to purchase fobs and this could reduce revenue.

FINANCIAL IMPACT

There is no payment to Soldan's Feeds and Pet Supplies, Inc. for this service. The money collected for the FOBs is paid back to the county.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the contract with Soldan's Feeds and Pet Supplies, Inc.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SOLDAN'S FEEDS AND
PET SUPPLIES INC. FOR SELLING FOBS FOR THE SOLDAN DOG PARK**

WHEREAS, the County operates Soldan Dog Park in the City of Lansing and sells passes known as fob cards that allow registered guests to access the Dog Park; and

WHEREAS, the Contractor has indicated a desire and a willingness to sell fob cards for access to Soldan Dog Park at its local stores.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an Agreement with Soldan's Feeds and Pet Supplies Inc. for selling fob cards to Soldan Dog Park.

BE IT FURTHER RESOLVED, that the term of this Agreement shall continue for a period of five (5) years, through the 1st of May, 2026 at which this Agreement shall terminate, unless the County exercises the option to renew this Agreement for an optional additional three (3) years.

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.

TO: Board of Commissioners Human Services
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Staffing lifeguards at Ingham County Parks
For the meeting agenda of 4/5/21 Human Services Committee

BACKGROUND

The swimming beaches at Burchfield County Park, Hawk Island County Park, and Lake Lansing South County Park along with the Hawk Island Splash Pad were closed from Memorial Day until July 1, 2020 due to COVID-19 and reopened July 2, 2020 to September 7, 2020 with swim at your own risk posted. The Ingham County Parks are proposing having lifeguards beginning Memorial Day weekend through Labor Day during the hours of 12:00pm-8:00pm, seven days a week, providing there is lifeguard staff coverage. During off hours and when there are no available lifeguards to staff, beaches would be posted as swim at your own risk.

ALTERNATIVES

The alternative is to continue with the posted swim at your own risk and not hire any lifeguards.

FINANCIAL IMPACT

If the proposed recommendation was accepted, Burchfield Park would need additional lifeguard hours as they only had lifeguards on the weekends in prior years. There would need to be an additional \$15,000 to pay for the additional lifeguard hours. There are funds available in line item 208-75300-652000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A.1(g) - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this approach at their March 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend direction and guidance of the above matter.

SECTION IV: LIMITED GUARDING

Some beach operations may opt for a combination of guarded and unguarded operations. This decision may be based on bather loads, availability of qualified staff, budget, history of the facility, known hazards, drop-offs and other conditions, activities that take place at the facility, seasonal fluctuations, and other operational considerations. After considering these many various factors, your agency may decide to use a limited guarding system to maximize the availability of your water resource to the public. Some ways this may occur are:

- Guarding from Memorial Day to Labor Day but allowing swimming before Memorial Day and after Labor Day
- Guarding from 10 am-6 pm, with swimming allowed from 8 am-8 pm.
- Having more than one swimming beach in the same park but not guarding them all (e.g., guarding the day use beach but not the campground beach).
- Having swimming beaches at more than one park but not using guards at each beach.
- Guarding weekends and holidays only.
- Designating a guarded portion of a beach (e.g., having 3,000 feet of lakefront but only 1,500 feet of guarded swim area).
- Guarding special events or pre-arranged group outings.

The above are only meant as examples. Your hours of operation may be different and you may have additional concerns while planning for the safe operation of your facility.

IV.1 SIGNAGE

Public education is one of the most important components of using a limited guarding system. Local media outlets, cable TV, newsletters, fliers, school visits, and "Friends Of" groups can all be used

to help your local visitors use your swim areas in a safe manner. Everyone may not have access to these sources of information; therefore, it is important that you provide signage explaining your operations. The decision to swim with or without a lifeguard is up to each visitor, but they need to be able to understand when guards are or are not available in order to make an informed decision.

Signs should be provided in at least three locations:

- At the entrance(s) to the park
- In the parking lot or entrance to the swim area
- On the beach

If you have gate attendants, they should know the hours during which lifeguards are on duty so they can answer questions. Whenever possible, international symbols should be incorporated into the signage and requirements of the Americans with Disabilities Act should be taken into consideration.

Some suggestions for signage include:

- Swim in Designated Areas Only.
- No Lifeguard on Duty.
- Swim at Your Own Risk.
- Adult Supervision Recommended. [Used during unguarded times.]
- Lifeguard on Duty 10 am-6 pm. Beach Hours 8 am-8 pm. Swim at Your Own Risk.
- Typical Guarded Hours 10 am -6 pm.
- Currently Un-Guarded. [With the "Un" removable.]
- Beach Guarded Weekends and Holidays only. All Other Times Swim at Your Own Risk.
- Lifeguards Provided in Designated Areas Only.
- No Swimming After Dark or During Rainstorms.

Rules signs for your park, such as hours of operation, alcohol usage, fees, etc., should be posted separately from signage for your limited lifeguarding system.

Whenever possible, international symbols should be incorporated into the signage and requirements of the Americans with Disabilities Act should be taken into consideration.

TO: Human Services and County Services Committees

FROM: Jared Cypher, Deputy Controller

DATE: March 23, 2021

SUBJECT: Resolution to Re-Establish and Change the Composition of the Environmental Affairs Commission
For the meeting agendas of April 5 and April 7

BACKGROUND

The Human Services Committee directed the Controller’s Office to prepare a resolution re-establishing the Environmental Affairs Commission. Originally established in 1995, the Environmental Affairs Commission was tasked to examine and make environmental improvement recommendations regarding County-owned and maintained properties. The Commission no longer meets.

In 2020, with the passing of Resolution #20-301 declaring a climate emergency in Ingham County, the Ingham County Board of Commissioners has recognized the reduction of greenhouse gas emissions and the implementation of renewable energy for county operations as a top priority. The Environmental Affairs Commission will make recommendations to the Board of Commissioners on the implementation of programming designed to reduce energy usage. The Commission will also make recommendations to the Board of Commissioners of other countywide initiatives to promote sustainability and reduce greenhouse gas emissions. The Commission will also explore issues of environmental justice in Ingham County to ensure that the needs of vulnerable populations including ethnic minorities, children, seniors, individuals with pre-existing conditions, and low-income individuals are duly considered and effectively represented during the transition to carbon neutrality.

The Commission will consist of seven (7) members who shall be appointed by the Board of Commissioners, and the members shall include: (1) a representative of municipal government, (2) a representative with a background in forestry or natural resources, (3) a representative from the Ingham County Health Department, (4-5) two representatives with a background in sustainability and energy use, (6-7) , two members of the public. A county commissioner will also serve as a liaison.

ALTERNATIVES

Ingham County could continue to pursue reductions in energy use and greenhouse gas emissions under the current structure, but would lack the advice and expertise that this commission will bring.

FINANCIAL IMPACT

There is no direct financial impact.

STRATEGIC PLANNING IMPACT

This resolution addresses the County’s overarching long-term objective of “promoting environmental protection, smart growth, and conservation”.

OTHER CONSIDERATIONS

A RFP is currently being drafted for a countywide energy and greenhouse gas audit for all county owned facilities. The Environmental Affairs Commission should review and provide input on the RFP before it is released.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RE-ESTABLISH AND CHANGE THE COMPOSITION OF THE ENVIRONMENTAL AFFAIRS COMMISSION

WHEREAS, Resolution #95-58 established the Environmental Affairs Commission to examine and make environmental improvement recommendations regarding County-owned and maintained properties; and

WHEREAS, the Environmental Affairs Commission no longer meets; and

WHEREAS, a long-term objective of Ingham County's strategic plan is promoting environmental protection, smart growth, and conservation; and

WHEREAS, the Ingham County Board of Commissioners has recognized the reduction of greenhouse gas emissions and the implementation of renewable energy for county operations as a top priority; and

WHEREAS, the Human Services Committee of the Ingham County Board of Commissioners recommends the re-establishment of the Environmental Affairs Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners re-establishes the Environmental Affairs Commission.

BE IT FURTHER RESOLVED, that the Commission will make recommendations to the Board of Commissioners on the implementation of programming designed to reduce energy usage.

BE IT FURTHER RESOLVED, that the Commission will also make recommendations to the Board of Commissioners of other countywide initiatives to promote sustainability and reduce greenhouse gas emissions.

BE IT FURTHER RESOLVED, that the Commission will also explore issues of environmental justice in Ingham County to ensure that the needs of vulnerable populations including ethnic minorities, children, seniors, individuals with pre-existing conditions, and low-income individuals are duly considered and effectively represented during the transition to carbon neutrality.

BE IT FURTHER RESOLVED, that the Commission will consist of seven (7) members who shall be appointed by the Board of Commissioners, and the members shall include: (1) a representative of municipal government, (2) a representative with a background in forestry or natural resources, (3) a representative from the Ingham County Health Department, (4-5) two representatives with a background in sustainability and energy use, (6-7), two members of the public.

BE IT FURTHER RESOLVED, that a County Commissioner shall serve as a liaison to the Commission, and shall be appointed by the Board of Commissioners after nomination by the Board Chairperson.

BE IT FURTHER RESOLVED, that the Commission will work with the County's Facilities Department and other appropriate staff and report annually to the Board of Commissioners.