

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

APRIL 30, 2019

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM [APRIL 9, 2019](#)
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. AN EMAIL FROM [BROCKTON FELTMAN](#) RESIGNING FROM THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD.
 2. A LETTER FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY REGARDING THE AIR QUALITY DIVISION'S PENDING NEW SOURCE REVIEW [APPLICATION REPORT](#).
 3. A LETTER FROM MARK GREBNER, REGARDING THE DISMISSAL OF A [COMPLAINT](#) AGAINST FORMER COMMISSIONER DEB NOLAN.
 4. RESOLUTION 19-06 FROM THE [CHEBOYGAN COUNTY](#) BOARD OF COMMISSIONERS SUPPORTING HB 4227 THE CREATION OF A COMMITTEE ON MICHIGAN'S MINING FUTURE.
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 5. COUNTY SERVICES COMMITTEE – RESOLUTION TO REVISE THE INGHAM COUNTY [CONTRACT PROCEDURES](#)
 6. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE FARMLAND AND OPEN SPACE PRESERVATION BOARD'S RECOMMENDED SELECTION CRITERIA AND [APPLICATION CYCLE](#) FOR 2019
 7. COUNTY SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE APPROVAL OF THE PRELIMINARY PLAT OF [BERRY FARMS](#)

8. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE [PERMITS](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT
9. COUNTY SERVICES COMMITTEE - RESOLUTION TO ADOPT INGHAM COUNTY OCCUPATIONAL [ILLNESS AND INJURY](#) REPORTING POLICY
10. COUNTY SERVICES COMMITTEE – RESOLUTION TO ADOPT A [SICK LEAVE DONATION](#) POLICY
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION ADJUSTING COMPENSATION FOR VARIOUS APPOINTED [BOARDS AND COMMISSIONS](#)
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION ESTABLISHING COMPENSATION FOR THE INGHAM COUNTY [BOARD OF CANVASSERS](#)
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HUNTINGTON NATIONAL BANK FOR THE FINANCING OF A [VACTOR TRUCK](#)
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ENTER INTO AN AGREEMENT FOR LOCAL AND LONG DISTANCE [PHONE SERVICES](#) FROM GRANITE
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE PURCHASE OF [DARK FIBER](#) FROM ZAYO GROUP
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE PURCHASE OF [CISCO NETWORKING EQUIPMENT](#)
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [TOWER PINKSTER](#) TO PROVIDE ENGINEERING SERVICES FOR BOTH THE FIRE SUPPRESSION AND HUMIDIFICATION SYSTEMS FOR THE FILE STORAGE AND ELECTION ROOMS IN THE HILLIARD BUILDING
18. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [WGI MICHIGAN INC.](#) FOR ARCHITECTURAL & ENGINEERING SERVICES FOR TUCK POINTING THE FRONT TERRACE OF THE HILLIARD BUILDING
19. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #19-082](#) TO APPROVE PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS

20. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE CONTRACTS WITH [RIETH-RILEY](#) CONSTRUCTION COMPANY, INC. FOR ITEMS I & II OF BID PACKET #37-19 AND MICHIGAN PAVING & MATERIALS COMPANY FOR ITEM III OF BID PACKET #37-19 RECYCLING & RESURFACING OF VARIOUS COUNTY PRIMARY AND LOCAL ROADS
21. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE THE PURCHASE OF 2019 SEASONAL REQUIREMENT OF SLAG AND CRUSHED NATURAL [AGGREGATES](#)
22. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION SETTING ENGINEERING CHARGES ON [SPECIAL ASSESSMENT](#) SUBDIVISION STREET RESURFACING PROJECTS
23. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY IN RELATION TO ROAD [RESURFACING PROJECTS](#) FOR LAKE LANSING ROAD FROM HAGADORN ROAD TO SAGINAW HIGHWAY, HAGADORN ROAD FROM LAKE LANSING ROAD TO ITS NORTHERN TERMINUS AT BIRCH ROW DRIVE, AND BIRCH ROW DRIVE FROM HART STREET TO HAGADORN ROAD
24. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO APPROVE MANAGERIAL AND CONFIDENTIAL EMPLOYEE [RECLASSIFICATION](#) LEVELS
25. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO [AMEND PERSONNEL POLICY NO. 107](#): SPECIAL PART-TIME, TEMPORARY OR SEASONAL EMPLOYEE SICK LEAVE POLICY
26. FINANCE COMMITTEE - RESOLUTION TO ADOPT THE 2019 COUNTY [EQUALIZATION REPORT](#) AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS
27. FINANCE COMMITTEE - RESOLUTION DESIGNATING COUNTY [REPRESENTATIVES](#) AT STATE TAX COMMISSION HEARINGS
28. FINANCE COMMITTEE - RESOLUTION AUTHORIZING [ADJUSTMENTS](#) TO THE 2019 INGHAM COUNTY BUDGET
29. HUMAN SERVICES COMMITTEE - RESOLUTION HONORING [SHARON VERHOUGSTRAETE](#)
30. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES -RESOLUTION TO ACCEPT FUNDS FOR THE [HEALTHY START GRANT](#)
31. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE 2019 COUNTY [VETERAN SERVICE GRANT](#)

32. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE [CAPITAL AREA UNITED WAY](#)
33. LAW & COURTS COMMITTEE - RESOLUTION HONORING [LANCE LANGDON](#) FOR HIS YEARS OF SERVICE TO THE COUNTY OF INGHAM AND THE EAST LANSING POLICE DEPARTMENT
34. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO APPROVE THE LETTER OF UNDERSTANDING WITH CAPITOL CITY LABOR PROGRAM ([CCLP](#)) CORRECTIONS UNIT
35. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO CONTINUE SUPPORT SERVICE AGREEMENT WITH [CAROUSEL INDUSTRIES](#) FOR THE JAIL & TRAINING ROOMS AUDIO & VIDEO SYSTEMS
36. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE AN AMENDMENT TO A CURRENT CONTRACT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR [TRANSPORT SERVICES](#) OF SPECIFIC JUVENILES BY SHERIFF'S DEPUTIES
37. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE A CONTRACT WITH [REHMANN CONSULTING](#) TO ASSIST THE FRIEND OF THE COURT, PROSECUTING ATTORNEY, AND INNOVATION & TECHNOLOGY DEPARTMENTS IN IMPLEMENTING THE INDEPENDENT SECURITY AUDIT REQUIREMENT AS SET FORTH IN MICHIGAN OFFICE OF CHILD SUPPORT IV-D MEMORANDUM 2017-011

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

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
April 9, 2019

CALL TO ORDER

Chairperson Crenshaw called the April 9, 2019 Statutory Equalization Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

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

Members Absent: Naeyaert

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Treasurer Eric Schertzing to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Crenshaw asked those present to remain standing for a moment of silence or prayer.

APPROVAL OF THE MINUTES

Commissioner Grebner moved to approve the minutes of the March 26, 2019 meeting. Commissioner Tennis supported the motion.

The minutes were amended as follows:

Commissioner Morgan moved to pay the claims in the amount of \$17,636,138,.51. Commissioner Slaughter supported the motion.

The motion to approve the minutes, as amended, carried unanimously. Absent: Commissioner Naeyaert

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that without objection, a substitute resolution would be added for Agenda Item No. 26.

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

Commissioner Grebner moved that the Resolution Declaring April 28, 2019 as “Workers’ Memorial Day” in Ingham County be considered immediately. Commissioner Schafer supported the motion.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

The motion carried unanimously. Absent: Commissioner Naeyaert

Chairperson Crenshaw stated that the resolution would be added as Agenda Item No. 37.

PETITIONS AND COMMUNICATIONS

A LETTER FROM DENISE K. FERRELL ACKNOWLEDGING THE END OF THE CONTRACT BETWEEN MSU COLLEGE OF NURSING AND THE INGHAM COUNTY HEALTH DEPARTMENT FOR JAIL MEDICAL HEALTH SERVICES. Chairperson Crenshaw placed the letter on file.

A LETTER FROM THE LANSING REGIONAL CHAMBER OF COMMERCE REGARDING THE CHAMBER'S 2019 ADVOCACY PRIORITIES. Chairperson Crenshaw placed the letter on file.

A NOTICE OF PUBLIC INFORMATION MEETING FOR THE EAST LANSING DOWNTOWN DEVELOPMENT AUTHORITY. Chairperson Crenshaw placed the notice on file.

LIMITED PUBLIC COMMENT

Erin Pavloski, Mid-Michigan Cooperative Invasive Species Management Area (MM-CISMA) Regional Invasive Species Coordinator, addressed the Board of Commissioners on the importance of addressing Michigan Oak Wilt, an invasive fungal disease affecting Michigan oak trees. She stated that, while there were fortunately only a few reported cases of Oak Wilt in Ingham County, it was still important to care because it could spread at any time, killing oak trees quickly and impacting wildlife and having negative implications for the economy as well.

Ms. Pavloski stated that preventative actions included pruning oaks during the lowest risk period, which was December-February and also covering any wounded oaks with latex paint. She further stated that MM-CISMA workshops on invasive species and forest health were upcoming and information for those events could be found on the MM-CISMA website and the Mid-Michigan Cooperative Invasive Species Management Area Facebook page.

Michelle Beloskur, Ingham Conservation District (ICD) Executive Director, stated that the ICD had been trying to raise awareness on Oak Wilt for years. She provided an overview of past workshops that included speakers and activities surrounding Oak Wilt.

Ms. Beloskur stated there was an Ingham County Invasive Species Landowner Workshop on Wednesday, May 22nd, from 6:30-8:00 p.m. at the Ingham Conservation District in Mason. She further stated that there was an annual spring stream monitoring to track waterway health, as well as the micro plastics pollution detection and mitigation pilot program they have in the City of Williamston.

Ms. Beloskur stated that Health Department and the ICD would be hosting tire collection events on May 11, 2019 and June 1, 2019.

George Orban, Arts Council of Greater Lansing Board Member, provided information on the importance of arts and culture. He thanked Ingham County for its continued support.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

Dick Dobias, Ingham County resident, addressed the Board of Commissioners regarding a Delhi Township drainage assessment on his property for \$3,415. He stated that there had to be a better way to appeal the assessment than paying almost \$1,000 in court fees.

Judge Wanda Stokes, 30th Circuit Court Judge, delivered an update on the Circuit Court. She stated that she had been in the Court for just slightly over 3 months and just had the first review from SCAO.

Judge Stokes stated that the Court had no cases taken under advisement and that older cases were moving forward and should be resolved. She further stated she would like to have a Specialty Court in Mason, and there were grants available for this purpose so it would not cost anything.

Judge Stokes stated that she wanted direction and feedback from the Board of Commissioners to start a Specialty Court here that would be meaningful in the Mason Courthouse. She further stated she expected to have her final staff member in place by the end of April.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items, with the exception of Agenda Item No. 15. Commissioner Schafer supported the motion.

The motion carried unanimously. Absent: Commissioner Naeyaert

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

Items voted on separately are so noted in the minutes.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 2**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION IN HONOR OF THE 2019 STATE ARBOR DAY CELEBRATION

RESOLUTION # 19 – 133

WHEREAS, Arbor Day was first celebrated in 1872 to promote conservation efforts and has become a cherished and respected tradition in Michigan; and

WHEREAS, Arbor Day is a time to celebrate trees and their importance in our lives and represents an opportunity to emphasize that tree planting is an important personal demonstration of stewardship; and

WHEREAS, Arbor Day helps remind Ingham County residents that healthy natural resources are vital and that each of us can play a role in ensuring the quality of life in our community; and

WHEREAS, the Board of Commissioners wishes to recognize the outstanding efforts of all involved with the success of Arbor Day including the Michigan Arbor Day Alliance, Michigan Forestry and Park Association, the Michigan Department of Natural Resources Forest, Mineral and Fire Management Division, and City of Lansing's Parks & Recreation and Forestry Division; and

WHEREAS, the 2019 State Arbor Day Celebration will take place Friday, April 26, 2019 at Potter Park Zoo.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby endorses Arbor Day and extends their congratulations and best wishes to all of those involved in the 2019 State Arbor Day.

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 – 134

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated March 19, 2019 as submitted.

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

INGHAM COUNTY ROAD DEPARTMENT

DATE March 19, 2019

LIST OF CURRENT PERMITS ISSUED

[illegible]

MANAGING DIRECTOR: _____

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 4**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A THREE-YEAR EXTENSION TO THE CONTRACT WITH
FILE SAFE, INC. FOR THE TRANSPORT, STORAGE, AND RETRIEVAL OF CERTAIN
VITAL RECORDS OF THE INGHAM COUNTY CLERK'S OFFICE**

RESOLUTION # 19 – 135

WHEREAS, pursuant to Resolution #16-220, the Ingham County Clerk's Office and Ingham County entered into a contract not to exceed \$5,400.00 per year with File Safe, Inc. for the transport, storage, and retrieval of certain vital records of the Ingham County Clerk's Office; and

WHEREAS, the contract is scheduled to expire after May 31, 2019; and

WHEREAS, the Ingham County Clerk's Office has expressed an interest in extending the term of the contract; and

WHEREAS, funding for this contract extension is currently budgeted in the 2019 County Clerk's Office budget (line item 101-21500-81800 Contractual Services) and the remainder of the contract extension term would be handled through the normal annual budget request process; and

WHEREAS, File Safe, Inc. has proposed continuing the contractual relationship for another three years with no increases in the fee structure.

THEREFORE BE IT RESOLVED, that the Ingham County Clerk and Ingham County are hereby authorized to extend the contract not to exceed \$7,450 per year with File Safe, Inc. for the transport, storage, and retrieval of certain vital records of the Ingham County Clerk's Office with a new expiration date of May 31, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2019, 2020, 2021, or 2022 budgets consistent with this resolution.

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

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 5**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AWARD A CONTRACT FOR MONUMENTATION AND
REMONUMENTATION PROJECT REPRESENTATIVE**

RESOLUTION # 19 – 136

WHEREAS, Acts 345 and 346, P.A. of 1990, states that each County in the State of Michigan shall prepare a County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Monumentation and Remonumentation Plan was submitted by the Ingham County Board of Commissioners and approved by the State Survey and Remonumentation Commission on June 24, 1992; and

WHEREAS, as required by Act 345, P.A. 1990 a condition of receiving annual grant funds to implement the County Monumentation and Remonumentation Plan is that the County obtain and/or contract with a professional surveyor to oversee the activities of the grant project; and

WHEREAS, Ronnie M. Lester, P.S., was selected in 1992 to be the Ingham County Representative and has since been an integral part of the implementation of the Ingham County Monumentation and Remonumentation Plan.

THEREFORE BE IT RESOLVED, upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners contract with Ronnie M. Lester, P.S., upon approval of the 2019 Grant Application by the State Monumentation and Remonumentation Commission, for the related services of County Representative as required by Act 345, P.A. 1990. Said contract to be funded by Survey and Remonumentation grant funds authorized under Act 345, P.A. 1990, for the period of one year, January 1, 2019 through December 31, 2019, at a cost not to exceed \$14,420.

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

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 03/05/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 6**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AWARD CONTRACTS FOR REMONUMENTATION PROJECT SURVEYORS

RESOLUTION # 19 – 137

WHEREAS, Acts 345 and 346, 1990, state that each County in the State of Michigan shall prepare a County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Remonumentation Plan was submitted by the Ingham County Board of Commissioners and approved by the State Survey and Remonumentation Commission on June 24, 1992; and

WHEREAS, the Ingham County Board of Commissioners wishes to express appreciation for the dedicated service and leadership of Ronnie Lester, who for 27 years has guided the Ingham County Remonumentation program; and

WHEREAS, the Ingham County Board of Commissioners has historically approved utilizing the surveying services of multiple qualifying survey firms; and

WHEREAS, for 2019 six qualified surveying firms have been selected through a thorough competitive process and have each proposed performing a portion of the monumentation services for 2019; and

WHEREAS, it is the recommendation of the Evaluation Committee, with the concurrence of the Remonumentation Committee, that it is in the County's best interest to authorize contracts with All Purpose Surveying Consultants, LLC, Autenrieth Land Surveys, LLC, Bumstead Land Surveys, LLC, Enger Surveying and Engineering, Geodetic Design, Inc., and Wolverine Engineering and Surveyors, Inc., for services as monumentation surveyors for 2019.

THEREFORE BE IT RESOLVED, that upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners contracts for the services of County Project Surveyors as required by Act 345, P.A., 1990, said contracts to be funded by survey and remonumentation grant funds authorized for 2019:

All Purpose Surveying Consultants, LLC: \$12,400

Autenrieth Land Surveys, LLC: \$12,400

Bumstead Land Surveys, LLC: \$12,400

Enger Surveying and Engineering: \$12,400

Geodetic Designs, Inc.: \$12,400

Wolverine Engineering and Surveyors, Inc.: \$12,400

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners directs that an RFP process be employed aimed at simplifying and focusing the program by seeking a single qualified provider.

APRIL 9, 2019 STATUTORY EQUALIZATION 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.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AWARD CONTRACTS FOR PEER REVIEW GROUP MEMBERS

RESOLUTION # 19 – 138

WHEREAS, Acts 345 and 346, 1990, state that each County in the State of Michigan shall prepare a County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Remonumentation Plan was submitted by the Ingham County Board of Commissioners and approved by the State Survey and Remonumentation Commission on June 24, 1992; and

WHEREAS, the State Survey and Remonumentation Act, Public Act 345 of 1990, specifically MCL 54.296b, requires that Peer Review Group members be appointed by the County Board of Commissioners.

THEREFORE BE IT RESOLVED, that upon respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners appoints the following individuals as Peer Review Group Members for the 2019 Ingham County Remonumentation Project:

Anthony Bumstead,, 518 W. Lovett #3, Charlotte, MI 48813
Jeffrey K. Autenrieth, P.O. Box 80678, Lansing, MI 48917
David Clifford, P.O. Box 87, Mason, MI 48854
Ronald Enger, P.O. Box 87, Mason, MI 48854
Gilbert Barish, 2300 N. Grand River Avenue, Lansing, MI 48906
Justin Carroll, 2300 N. Grand River Avenue, Lansing, MI 48906
Donald Bendzinski, 312 North Street, Mason, MI 48854
Brett Dodge, 11553 Sara Ann Drive, Dewitt, MI 48820

to terms expiring December 31, 2019.

BE IT FURTHER RESOLVED, upon respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners contracts the services of the Peer Review Group Members, said contracts to be funded by survey and remonumentation grant funds authorized for 2019 at a cost not to exceed \$525 per Peer Review Group Member at a cost of \$175 per 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.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 03/05/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO WAIVE THE DIGITAL DATA PARCEL FEE FOR THE
MICHIGAN STATE UNIVERSITY'S DEPARTMENT OF FISHERIES AND WILDLIFE
FOR THE PURPOSE OF EDUCATIONAL RESEARCH**

RESOLUTION # 19 – 139

WHEREAS, the Equalization/Tax Mapping Department has developed and maintains the digital parcel data for Ingham County; and

WHEREAS, a fee schedule has been established where the digital parcel data is available for purchase at a cost of \$0.10 per parcel; and

WHEREAS, a request for digital parcel data has been requested by Michigan State University's Department of Fisheries and Wildlife that would result in a total fee of \$2,701.00; and

WHEREAS, the request is being made by an educational institution for the purpose of educational research to monitor and track white tail deer within the County; and

WHEREAS, the Equalization/Tax Mapping Department recommends waiving the \$2,701 for this research.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes waiving the \$2,701 one-time fee for digital parcel data requested by Michigan State University's Department of Fisheries and Wildlife.

BE IT FURTHER RESOLVED, that the digital parcel data is to be used solely for educational research and shall not be transferred to other parties.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary agreements after approval as to form by the County Attorney.

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EARTH TONES LANDSCAPING INC.
FOR THE WATERFALL FEATURE IN THE SENSORY GARDEN
AT THE POTTER PARK ZOO**

RESOLUTION # 19 – 140

WHEREAS, Resolution #16-467 authorized the acceptance of a \$20,000 donation from the Lansing Lions Club for a completed waterfall to enhance the sensory garden at Potter Park Zoo; and

WHEREAS, it is the recommendation of the Facilities Department and the Potter Park Zoo to enter into an agreement with Earth Tones Landscaping Inc., a registered local vendor who fell within the local preference policy and lowered their proposal to meet the lowest non-local proposal of \$18,798.00, for the installation of the waterfall feature; and

WHEREAS, the Facilities Department and Potter Park Zoo request a \$3,750.00 contingency to be covered by the Potter Park Zoo for any unforeseen circumstances that may arise with this type of project; and

WHEREAS, funds for this project are available from the \$20,000.00 donation from the Lansing Lions Club and within the Potter Park Zoo line item number 258-692000-818000-30000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Earth Tones Landscaping Inc. 15545 Francis Road Lansing, MI 48906, for the installation of the waterfall feature at the Potter Park Zoo for an amount not to exceed \$22,539.00 which includes a \$3,750.00 contingency.

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

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #18-174
VISITOR INCENTIVE PROGRAMS AT POTTER PARK ZOO**

RESOLUTION # 19 – 141

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #18-174 authorizing visitor incentive programs at Potter Park Zoo; and

WHEREAS, Potter Park Zoo needs to include an additional incentive to fulfil the agreement between the City of Lansing and Ingham County adopted March 27, 2007, Resolution #07-058; and

WHEREAS, incentives have the potential to create additional parking, admission, gift shop, and restaurant revenue through increased attendance as well as increased awareness of services at the zoo.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approve amending Resolution #18-174 to include the following visitor incentive programs at the Potter Park Zoo:

New Incentives	Fees
Ingham County and City of Lansing Residents	Ingham County and City of Lansing Residents Free Admission 9AM-Noon all Non-Holiday Mondays
Ingham County and City of Lansing Resident's Day (October)	Free Admission

BE IT FURTHER RESOLVED, all other fees set by Resolution #18-174 will remain the same as adopted by the Board of Commissioners.

Current Incentives	Fees
Ingham County Residents	Ingham County Residents Free Admission 9AM-Noon all Non-Holiday Mondays
Mother's Day (May)	Mothers Free Admission
Father's Day (June)	Fathers Free Admission
Be A Tourist In Your Own Town (June) Greater Lansing Convention and Visitor's Bureau	Free Admission and Parking with Tourist Passport
Zoo Days (July)	Admission \$1.00 per Person with Voucher
Fourth of July (July)	Military Free Admission

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Grandparent's Day (September)	Grandparents Free Admission
College Day (October)	Free Admission with Valid Student I.D.
Ingham County Resident's Day (October)	Free Admission
Veteran's Day (November)	Veterans and Families Free Admission
Registered Groups 20+ (April-October)	Admission \$1.00 off per Person
Ingham County School Groups	Admission \$1.00 per Child

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

Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF 2019 SEASONAL REQUIREMENT
OF EMULSIFIED ASPHALT**

RESOLUTION # 19 – 142

WHEREAS, the Ingham County Road Department annually purchases various types of emulsified asphalts for placement by Road Department crews in various road maintenance operations and in the Local Road Program. The following are estimated quantities: 5,000 gallons of SS-1H for asphalt pavement tac, 750,000 gallons of HFRS-2M for chip-sealing, 10,000 gallons of AE-90 for spray-patching, 10,000 gallons of Low Tracking Tac, and 15,000 gallons of CM-300 for on-site manufacturing of cold patch; and

WHEREAS, the Road Department adopted 2019 budget included in controllable expenditures funds for this and other maintenance material purchases; and

WHEREAS, a blanket PO shall be processed with various emulsion purchases from 3 vendors, based on availability of required material and location, with preference based on the lowest qualifying bid unit price and a quantity not to exceed \$1,500,000; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #48-19, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and to purchase the HFRS-2M, Low Track Tac and AE-90 emulsions on an as-needed, unit price basis from Bit Mat of Michigan, based on their lowest qualified bids; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #48-19, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and to purchase CM-300 asphalt emulsion, with Pug mill services delivered on an as-needed, unit price basis from Asphalt Materials Inc.; and

WHEREAS, to award as secondary providers Asphalt Materials Inc. and Michigan Paving & Materials for HFRS-2M and AE-90 in the event the awarded lowest bid providers emulsions fail to meet the required specifications or are unable to provide materials when requested.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchase of these various types of emulsified asphalts on an as-needed, unit price basis from the Bit Mat of Michigan, Michigan Paving and Materials, and Asphalt Materials based on their qualified bids and/or availability of specified emulsions.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

BE IT FURTHER RESOLVED, that the Purchasing Department and the Road Department are hereby authorized to execute purchase orders accordingly with Bit Mat of Michigan, Michigan Paving and Materials, and Asphalt Materials Inc., for purchasing of emulsified asphalts as needed and budgeted, on behalf of the County.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
2019 SEASONAL REQUIREMENT OF HOT MIX ASPHALT (HMA) MIXTURES**

RESOLUTION # 19 – 143

WHEREAS, the Road Department annually purchases approximately 50,000 to 55,000 tons of various Hot Mix Asphalt (HMA) mixtures 13A, 13A Top, and 36A with assistants by the supplier with furnished Flowboy and Quad axle trucking for placement by Road Department crews in various road maintenance operations and in the Local Road Program; and

WHEREAS, the Road Department's adopted 2019 budget included in controllable expenditures funds for this and other maintenance material purchases; and

WHEREAS, bids for maintenance HMA and related trucking by the asphalt suppliers were solicited and evaluated by the Ingham County Purchasing Department per ITB #47-19, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchase HMA on an as-needed, unit price per ton basis from all 3 responding bidders; Michigan Paving & Materials, Reith Riley, and Capital Asphalt (pricing is included on the bid tab portion of the attached summary) with trucking provided at a cost when requested by ICRD staff and to award bid and purchase on an as-needed, unit price per ton and per an hourly basis; and

WHEREAS, a blanket PO shall be processed with HMA purchases from the 3 vendors, based on availability of required material, trucks, and location, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed \$2,500,000; and

WHEREAS, this decision will be based on Road Department staff's judgment as to which supplier is most advantageous to the County for any given operation based on combination of bid unit price, supplier proximity to the work being performed at the time and availability of required material and trucks.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bids and authorizes the purchase of HMA with furnished trucking on an as-needed, unit price per ton and on an hourly trucking rate basis from all three respondents to ITB #47-19. Purchases will be based on Road Department staff's judgment as to which supplier is most advantageous to the County for any given operation based on combination of bid unit price, supplier proximity to the work being performed at the given time and availability of required material.

BE IT FURTHER RESOLVED, that the Road Department and Purchasing Department are hereby authorized to execute purchase orders with all three listed suppliers and purchase HMA as needed and budgeted.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

SUMMARY OF VENDORS' COSTS

Vendor Name: Michigan Paving & Materials Company			Location: Lansing, MI (Clinton County)		
Description of Item	Unit of Measure	Est. Quantity	Unit Price	Total Amount	Plant Location
HMA 13A	Ton	30,000±	\$48.00	\$1,440,000.00	Lansing (MI)
HMA 13A Top	Ton	10,000±	\$49.00	\$490,000.00	Lansing (MI)
HMA 36A	Ton	10,000±	\$49.50	\$495,000.00	Lansing (MI)
Batch Plant 36A (winter mix)	Ton	200±	No Bid		
TOTAL PRICE				\$2,425,000.00	
Flow Boy & Driver Trucking Rental Rate/Hour	Rate/Hr	\$155.00			
Quad Axle & Driver Trucking Rental Rate/Hour	Rate/Hr	No Bid			
How far in advance does the flow boy/quad axle need to be requested (hours)	Number of Hours	48 Hours			
Vendor Name: Rieth-Riley			Location: Lansing or Mason MI		
Description of Item	Unit of Measure	Est. Quantity	Unit Price	Total Amount	Plant Location
HMA 13A	Ton	30,000±	\$41.07	\$1,232,100.00	Lansing or Mason (MI)
HMA 13A Top	Ton	10,000±	\$47.00	\$470,000.00	Lansing or Mason (MI)
HMA 36A	Ton	10,000±	\$44.85	\$448,500.00	Lansing or Mason (MI)
Batch Plant 36A (winter mix)	Ton	200±	No Bid		
TOTAL PRICE				\$2,150,600.00	
Flow Boy & Driver Trucking Rental Rate/Hour	Rate/Hr	\$160.00			
Quad Axle & Driver Trucking Rental Rate/Hour	Rate/Hr	\$125.00			
How far in advance does the flow boy/quad axle need to be requested (hours)	Number of Hours	18 Hours			
Vendor Name: Capital Asphalt			Location: Lansing (Eaton County)		
Description of Item	Unit of Measure	Est. Quantity	Unit Price	Total Amount	Plant Location
HMA 13A	Ton	30,000±	\$47.50	\$1,425,000.00	Lansing MI
HMA 13A Top	Ton	10,000±	\$47.75	\$477,500.00	Lansing MI
HMA 36A	Ton	10,000±	\$48.00	\$480,000.00	Lansing MI
Batch Plant 36A (winter mix)	Ton	200±	\$125.00	\$25,000.00	Lansing MI
TOTAL PRICE				\$2,407,500.00	
Flow Boy & Driver Trucking Rental Rate/Hour	Rate/Hr	\$155.00			
Quad Axle & Driver Trucking Rental Rate/Hour	Rate/Hr	\$115.00			
How far in advance does the flow boy/quad axle need to be requested (hours)	Number of Hours	48 Hours			

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PROPOSED 2019 INGHAM COUNTY BRIDGE FUNDING
APPLICATIONS FOR SUBMISSION TO THE LOCAL BRIDGE PROGRAM**

RESOLUTION # 19 – 144

WHEREAS, federal and state funding is made available for major bridge reconstruction, rehabilitation, and preventative maintenance projects through the Local Bridge Program; and

WHEREAS, the Local Bridge Program requires an application process where “... a current resolution, signed and dated, from the governing board supporting the project” must be submitted for bridge projects to be considered for funding under this program; and

WHEREAS, the Ingham County Road Department has all Ingham County road bridges inspected by a state certified bridge inspection consultant biennially, or more often, as federally required; and

WHEREAS, the state certified bridge inspection consultant recommends bridge projects for replacement, rehabilitation, and preventative maintenance, which is provided to and evaluated by Road Department staff; and

WHEREAS, Road Department staff concurs with the bridge inspection consultant’s bridge project recommendations and priorities; and

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

1. Replacement of the Dietz Road Bridge over Red Cedar River, Locke Township (SN 3883)
2. Replacement of the Dennis Road Bridge over Doan Creek, Wheatfield Township (SN 3919)
3. Rehabilitation of the Linn Road Bridge over Deer Creek, Wheatfield Township (SN 3887)
4. Preventative Maintenance on Waverly Road Bridge over Grand River, Lansing Twp (SN 3871)
5. Preventative Maintenance on the following three Primary Road Bridges:
 - a. Holt Road over Sycamore Creek, Alaiedon Township (SN 3867)
 - b. Onondaga Road over Grand River, Onondaga Township (SN 3873)
 - c. Hagadorn Road over Red Cedar River, Meridian Township (SN 3877)

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Road Department to submit five applications for the bridges listed above to solicit fiscal year 2022 Local Bridge Program funding.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 14**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2019 ADMINISTRATIVE FUND

RESOLUTION #19 – 145

A statutory equalization meeting of the Board of Commissioners of the County of Ingham, Michigan (the "County"), was held in Mason, Michigan, on April 9, 2019. The following Commissioners were

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

ABSENT: Naeyaert

RESOLUTION AUTHORIZING 2019 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 all such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses so long as Treasurer waives right to receive such sums as would be payable to his under Section 87c, Subsection (3).

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

AYES: Celentino, Grebner, Koenig, Maiville, Morgan, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, Trubac, and Crenshaw

NAYS: None.

ABSTAIN: None.

ABSENT: Naeyaert

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

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

STATE OF MICHIGAN

COUNTY OF INGHAM

I certify that the foregoing is a true and accurate copy of the resolution adopted by the Ingham County Board of Commissioners, that such resolution was duly adopted at a statutory equalization meeting held on the 9th day of April, 2019, and that notice of such meeting was given as required by law.

Ingham County Clerk

[SEAL]

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 15**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**2019 BORROWING RESOLUTION
(2018 DELINQUENT TAXES)**

RESOLUTION #19 – 146

A statutory equalization meeting of the Board of Commissioners of the County of Ingham, Michigan (the "County"), was held in Mason, Michigan, on April 9, 2019. The following Commissioners were

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

ABSENT: Naeyaert

The preambles and resolution set forth below were offered by Commissioner Grebner and were seconded by Commissioner Koenig.

**2019 BORROWING RESOLUTION
(2018 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

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

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2018 to the County and the local units (collectively, the "taxing units") which will have remained unpaid on March 1, 2019 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 2019 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, IT IS RESOLVED BY THE BOARD AS FOLLOWS:

I. GENERAL PROVISIONS

101. Establishment of 2019 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2019 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 2019 in one or more series (the "Notes"), 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.

(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 2019 Delinquent Tax Project Account and thereafter used to fund

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

the whole or a part of the County's 2019 Tax Payment Account, 2019 Note Reserve Account and/or 2019 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 2019 Tax Payment Account, 2019 Note Reserve Account and/or 2019 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 Notes are 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 Treasurers 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.

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 four 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, 2018, or after 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. 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, 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

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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, 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 Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant 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 Note 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 prescriptions 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, 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 Note, 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) 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.

(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.

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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. 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.

(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 sale of the Notes after which sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of 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,

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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.

121. 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.

122. 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.

III. SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, 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 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 rates Notes), as the case may be, shall apply also to Notes issued under Article III.

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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 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 Notes issued under Article III.

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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.

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

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(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 Notes issued under this Article IV are constituted as demand obligations, the interest rate on the Notes shall be governed by, and 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 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 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 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 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 Notes. The Notes of each such series shall be issued according to this Resolution in all respects (and the term "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;

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(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 2019 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 2019 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 2019 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 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,

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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 2019 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 2019 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the 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 2019 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

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reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2019 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, 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 2019 Note Reserve Account created under Section 703 or the 2019 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2019 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. 2019 Tax Payment Account. The County's 2019 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. 2019 Note Reserve Account. In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2019 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 available in the County's 2019 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.

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704. 2019 Note Payment Account.

(a) The County's 2019 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2019 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2019 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 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, 2019, 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

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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 Note Payment Account or the Note Reserve Account; and

(vi) Any 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 Provisions 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.

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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;

(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 Notes 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, Michigan, 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 2019 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.

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

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

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,

(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 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

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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.

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

AYES: Celentino, Grebner, Koenig, Maiville, Morgan, Polsdofer, Schafer, Sebolt, Slaughter, Stivers, Tennis, Trubac, and Crenshaw

NAYS: None.

ABSTAIN: None.

ABSENT: Naeyaert

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

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

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

Discussion.

The motion carried unanimously by a roll call vote. Absent: Commissioner Naeyaert

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 a resolution adopted by the Board of Commissioners of the County of Ingham, Michigan on April 9, 2019 as appears on record in my office, and that I have compared the same with the original and that it 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 _____, ____.

Barb Byrum, Ingham County Clerk

[SEAL]

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 16**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING RUBY RODGERS

RESOLUTION # 19 – 147

WHEREAS, Ruby Rodgers began her career with Ingham County Health Department (ICHD) in the Immunization Unit on August 26, 2002; and

WHEREAS, Ruby provided Quality of Care through education, assessment, and the administration of vaccines; and

WHEREAS, on July 7, 2003 Ruby joined the Communicable Disease Division; and served as a Disease Control Nurse which included interviewing and counseling those in Ingham County with reportable disease conditions, implementing control measures to prevent the spread of infectious diseases, and advocating for clients with Tuberculosis as a TB nurse case manager; and

WHEREAS, Ruby was promoted on March 10, 2009 as the Communicable Disease Control Manager, serving with distinction in this role for over ten years; and

WHEREAS, Ruby expertly managed Communicable Disease Control (Disease Control, Immunizations, and STI/HIV) with insight and guidance from her many years of experience in public health; and

WHEREAS, throughout her career at ICHD, Ruby has worked tirelessly to promote the public's health in Ingham County; and

WHEREAS, Ruby mentored Master of Public Health and Bachelor of Science in Nursing students, sharing her expertise in Communicable Disease while providing students with opportunities to grow and develop their skills in public health; and

WHEREAS, Ruby has been a strong advocate of the refugee, indigent and other minority groups that are underserved populations as she addressed health inequities in Ingham County; and

WHEREAS, Ruby's sense of humor, kindness, and caring spirit has enriched those fortunate enough to know and work with her; and

WHEREAS, Ruby has served as a good friend and colleague to all that know her throughout her work at ICHD.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Ruby Rodgers for her sixteen plus years of dedicated service and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham County.

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BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Ruby and hopes for continued success in all her endeavors.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 17**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PROCLAIMING APRIL AS “AUTISM AWARENESS MONTH” IN
INGHAM COUNTY AND DESIGNATING APRIL 2 AS “INGHAM COUNTY FOR
AUTISM AWARENESS DAY”**

RESOLUTION # 19 – 148

WHEREAS, on December 18, 2007 the United Nations General Assembly adopted Resolution 62/139 declaring World Autism Awareness Day (WAAD) to be celebrated April 2, 2008 in perpetuity; and

WHEREAS, WAAD will celebrate the unique talents and skills of persons with autism on April 2, 2019 and individuals with autism are warmly welcomed and embraced in community events around the globe; and

WHEREAS, the month of April is designated as National Autism Awareness Month to increase public awareness of the need to support individuals with autism and the family members, educators and other professionals who teach and care for individuals with autism; and

WHEREAS, in November 2015, the Centers for Disease Control and Prevention’s National Health Statistics Report concluded the prevalence of autism spectrum disorder has risen to one in every 45 children in the United States; and

WHEREAS, Autism Spectrum Disorder (ASD) represents a broad group of disorders that vary widely from mild to severe, and is characterized by difficulty with social interaction, communication, severely limited interests and repetitive behaviors; and

WHEREAS, autism knows no racial, ethnic, family, income, lifestyle, social boundaries, or educational levels, it can affect any family and any child; and

WHEREAS, Xavier DeGroat has dedicated his life to educating and promoting community support for those with autism through the creation of the Xavier DeGroat Autism Foundation; and

WHEREAS, communities have a role, in identifying, assessing, or supporting individuals with ASD and their families.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby proclaims April as Autism Awareness Month in Ingham County, and encourages our residents to become educated and informed about programs, services, and opportunities to support individuals with autism.

BE IT FURTHER RESOLVED, Ingham County will recognize April 2 as International Autism Awareness Day and will henceforth be named “Ingham County for Autism Awareness Day” in perpetuity.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 18**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2018-2019 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

RESOLUTION # 19 – 149

WHEREAS, Ingham County Health Department (ICHD) currently receives funding from Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement; and

WHEREAS, the Comprehensive Agreement is the annual process whereby MDHHS transmits State and Federal Funds to Ingham County to support public health programs; and

WHEREAS, the Board of Commissioners (BOC) authorized the 2018-2019 Comprehensive Agreement through Resolution #18-351 and Amendment #1 through Resolution #18-470 and Amendment #2 through Resolution #19-050; and

WHEREAS, as a result of a funding increase through Amendment #3 ICHD would like to make the following changes:

- Create a 1.0 FTE Public Health Nurse (PHN) for Nurse Family Partnership
- Re-establish a 1.0 Lead Social Worker for Pathways to Care (PTC). This position was eliminated in the FY 19 Budget process. PTC staff routinely serve adults with various psycho-social and mental health needs, as a result we have determined that a social worker is an essential part of the team to ensure appropriate services to the clients and to support the staff through reflective supervision.
- Eliminate a .75 FTE PHN (Position # 601151); and

WHEREAS, the financial impact of this amendment is an increase of \$236,555 to the agreement for Comprehensive Local Health Services from \$5,449,665 to \$5,686,220. The amendment makes the following specific changes in the budget:

Nurse Family Partnership: increase of \$100,000 from \$485,300 to \$585,300

Hepatitis A Response: increase of \$140,000 from \$5,000 to \$145,000

Public Health Emergency Preparedness (10/01/18 – 6/30/19): increase of \$2,430 from \$117,595 to \$120,025

Vector-Borne Surveillance & Prevention: increase of \$8,125 from \$0 to \$8,125

WISEWOMAN: decrease of \$14,000 from \$14,000 to \$0; and

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

WHEREAS, the creation of a 1.0 FTE PHN and 1.0 FTE Lead Social Worker position and the elimination of the .75 FTE Public Health Nurse position will have a General Fund cost savings in the amount of approximately \$6,600:

- Addition of 1.0 FTE PHN- \$124,763
- Addition of 1.0 FTE Lead Social Worker- \$113,125

is offset by

- Elimination of the .75 FTE PHN- \$88,000
- Additional revenue from Medicaid Outreach dollars related to services provided by Lead Social Worker- \$56,500
- Additional Nurse Family Partnership funding- \$100,000

for a total savings of \$6,612; and

WHEREAS, ICHD would like to use an amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising:

- Comcast: \$20,000
- Adams Outdoor Advertising: \$40,000
- National CineMedia: \$16,000
- Gay Ad Network: \$9,000; and

WHEREAS, MDHHS has proposed Amendment #3 to the current agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize Amendment #3 to the 2018-2019 Comprehensive Agreement with MDHHS effective October 1, 2018 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize Amendment #3 to the 2018-2019 Comprehensive Agreement with MDHHS effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that effective upon approval of this resolution the Board of Commissioners establishes a 1.0 FTE Public Health Nurse (ICEA PHN, Grade 3, \$57,966-\$69,623) for the Nurse Family Partnership and a 1.0 FTE Lead Social Worker (ICEA PRO, Grade 8, \$57,981-\$69,605) for Pathways to Care.

BE IT FURTHER RESOLVED, that effective upon approval of this resolution a .75 FTE PHN (Position # 601151) is eliminated.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes utilizing Hepatitis A grant funds authorized through the comprehensive agreement in a total amount not to exceed \$85,000 for agreements regarding Hepatitis A advertising with the following:

- Comcast for the time period of May 13, 2019 through September 29, 2019, not to exceed \$20,000
- Adams Outdoor Advertising, not to exceed \$40,000
- National CineMedia, not to exceed \$16,000
- Gay Ad Network, not to exceed \$9,000

BE IT FURTHER RESOLVED, that the financial impact of this amendment is an increase of \$236,555 for the Comprehensive Local Health Services agreement from \$5,449,665 to \$5,686,220. The amendment makes the following specific changes in the budget:

Nurse Family Partnership: increase of \$100,000 from \$485,300 to \$585,300

Hepatitis A Response: increase of \$140,000 from \$5,000 to \$145,000

Public Health Emergency Preparedness (10/01/18 – 6/30/19): increase of \$2,430 from \$117,595 to \$120,025

Vector-Borne Surveillance & Prevention: increase of \$8,125 from \$0 to \$8,125

WISEWOMAN: decrease of \$14,000 from \$14,000 to \$0.

BE IT FURTHER RESOLVED, that the creation of a 1.0 FTE PHN and 1.0 FTE Lead Social Worker position and the elimination of the .75 FTE Public Health Nurse position will have a General Fund cost savings in the amount of approximately \$6,600:

- Addition of 1.0 FTE PHN- \$124,763
- Addition of 1.0 FTE Lead Social Worker- \$113,125

is offset by

- Elimination of the .75 FTE PHN- \$88,000
- Additional revenue from Medicaid Outreach dollars related to services provided by Lead Social Worker- \$56,500
- Additional Nurse Family Partnership funding- \$100,000

for a total savings of \$6,612.

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit Amendment # 3 of the 2018-2019 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

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

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.

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HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 19**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-006 TO AUTHORIZE AN INCREASE IN HOURS
FOR A PART-TIME TEMPORARY EMPLOYEE AT THE
INGHAM COUNTY FAIRGROUNDS**

RESOLUTION # 19 – 150

WHEREAS, the Ingham County Fair Manager resigned effective January 4, 2019; and

WHEREAS, the Ingham County Board of Commissioners authorized a part-time temporary employee to fulfill management duties at the Ingham County Fairgrounds during the transition to a permanent solution through Resolution #19-006; and

WHEREAS, the part-time temporary employee was limited to no more than 25 hours per week; and

WHEREAS, as the 2019 Fair approaches and workload increases without a permanent manager in place, it is necessary to increase the hours to full-time; and

WHEREAS, this action is necessary to maintain day-to-day operations at the Fair and ensure a smooth and orderly transition.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners amends Resolution #19-006 to authorize the part-time temporary employee fulfilling management duties at the Ingham County Fairgrounds to become full-time, effective April 15, 2019.

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

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #19-006 remain in effect.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 20**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RECLASSIFICATION AND TITLE CHANGE OF FAIR
MANAGER TO FAIRGROUNDS EVENTS DIRECTOR**

RESOLUTION # 19 – 151

WHEREAS, during recent Human Services Committee meetings, revision of the essential functions and reclassification of the Fair Manager position was discussed; and

WHEREAS, revision of the essential functions and reclassification of the Fair Manager position is desired in order to reflect the current status of demands and job requirements necessary to the position; and

WHEREAS, implementation of the results of the reclassification is in accordance with language of Section C of the Managerial and Confidential Personnel Manual; and

WHEREAS, the reclassification recommendations are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan: Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service; and

WHEREAS, the Human Resources Department completed the review and agrees with the proposed results.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the reclassification and title change of the Fair Manager (MCF Grade 12, \$73,605 - \$88,345) to Fairgrounds Events Director (MCF Grade 13 \$78,741 - \$94,511) and the attached job description.

BE IT FURTHER RESOLVED, that the change(s) will be effective the first pay period following approval by the Board of Commissioners.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 04/02/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

Ingham County Job Description

FAIRGROUNDS EVENTS DIRECTOR \$78,740.77 - \$94,510.67

General Summary:

Appointed by the Board of Commissioners and supervised by the Controller/Administrator, implements the general direction and policies of the Ingham County Fair Board. Develops long and short term marketing plan for the Fair and its facilities. Makes presentations to community groups, businesses and other groups to promote utilization of the fairgrounds and event facilities, and gather sponsorships. Advertises and sells off-season rental of facilities. Plans, organizes, promotes and directs all phases of the Ingham County Fair. Develops relationships with businesses, community leaders and other members of the community to sponsor fair and events. Develops long and short term plans for the fair and its facilities. Negotiates contracts with vendors for services, works with Purchasing Department and Facilities to write RFPs for services and capital improvement projects. Recommends policies to the Ingham County Fair Board. Serves as liaison to the Ingham County Board of Commissioners and other agencies. The Fairgrounds Events Director supervises and trains clerical, maintenance, technical, administrative, and trades personnel on a full and part-time seasonal basis.

Essential Functions:

1. Advertises, sells, contracts and monitors off-season rental of facilities.
2. Develops relationships with the Ingham County Fair Board and Ingham County Board of Commissioners, works with the Boards to develop the Fair and grounds.
3. Develops long and short-term marketing plan for the Fair and its facilities. Responsible for fundraising and obtaining sponsorships.
4. Plans, organizes, promotes and directs all phases of the Ingham County Fair:
 - a. Coordinates superintendents, clerks and judges, and youth exhibits with County 4-H staff.
 - b. Develops and carries through commercial exhibitor and concession contracts and policies.
 - c. Develops and coordinates advertising policies and premium entertainment attractions.
5. Negotiates contracts with vendors for services, works with Purchasing Department and Facilities to write RFPs for services and capital improvement projects.
6. Responsible for long-range planning for county events.
7. Initiates, coordinates and supervises program development.
8. Develops and oversees the administration of the budget for the fiscal year.
9. Works with the Facilities Department to plan and implement the development of the capital improvement budget and projects for fairgrounds and facilities.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

10. Performs basic everyday accounting duties such as: accounts payable, accounts receivable, checks invoices; receives payments for rental fees and ensures account ledgers are correct. Must follow all applicable County policies.
11. Develops and promotes Fair and Facilities through community public relations speaking engagements. Maintains contact with various community and state-wide organizations.
12. Supervises and coordinates activities of full-time, part-time and seasonal staff. Directs maintenance and repair programs.
13. Responsible for renting, contracts, scheduling and maintenance of the Community Hall building.

Other Functions:

- Other duties as assigned
- Must adhere to departmental standards in regard to privacy issues.

(The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.)

Employment Qualifications:

Education & Experience: Associates degree in marketing, events planning, management, business, public relations or related field and seven (7) years of experience in business, marketing or a closely related field. Experience in Events Management is preferred.

OR

A Bachelor's Degree in marketing, events planning, management, business, public relations or related field and five (5) years of experience in business, marketing or a closely related field. Experience in Events Management is preferred.

Other Requirements:

- None

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:

1. This position works in both an indoor and outdoor environment. While indoors, there is no planned exposure to notable lights, noises, odors, temperatures or weather conditions. While outdoors, exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.
2. This position is exposed to variety of hazards such as traffic, moving vehicles, moving mechanical parts, electrical current, slippery surfaces, chemicals, cleaning solutions, oils, hazardous materials, etc.
3. This position is exposed to air quality conditions such as fumes, odors, dusts, mists, gases, poor ventilation, etc.

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4. This position is exposed to noise levels which require shouting in order to be heard.
5. This position is required to travel for meetings and appointments.
6. This position works closely with domestic and wild animals with unpredictable temperaments.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require periodic stamina in climbing, balancing, twisting, bending, stooping/crouching, squatting kneeling, crawling, pushing, pulling and pinching.
- This position's physical requirements require regular stamina in standing, walking, traversing, lifting, carrying, reaching, grasping and handling.
- This position's physical requirements require continuous stamina in sitting, typing and enduring repetitive movements of the wrists, hands or fingers.
- This position performs light work requiring the ability to exert 20 pounds or less of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

*April 2, 2019
MCF 13*

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 21**

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 FOR 2019**

RESOLUTION # 19 – 152

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 2019.

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, 2019 through December 31, 2019 in an amount not to exceed \$25,000 as Ingham County's share of funding to provide administrative oversight and programmatic leadership for the CAMP.

BE IT FURTHER RESOLVED, 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.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE HAWK ISLAND RED TAIL ENCLOSURE PROJECT

RESOLUTION # 19 – 153

WHEREAS, the Ingham County Parks Department maintains the buildings at Hawk Island; and

WHEREAS, the current ticket area and warming building for the Hawk Island snow tubing hill has become too restrictive in size to accommodate the current user load; and

WHEREAS, in order to accommodate this increase, it has become a necessity to expand the current ticket area; and

WHEREAS, staff will complete the expansion of the Red Tail Shelter project with the exception of the expanded heating system; and

WHEREAS, staff will complete the work for panel construction and windows/doors in the amount of \$5,160; and

WHEREAS, proposals were solicited for furnishing and the installation of new heaters in the Red Tail Shelter at Hawk Island; and

WHEREAS, E. H. Ward Company, a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to E. H. Ward Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with E. H. Ward Company in the total amount not to exceed \$7,840 for furnishing and the installation of new heaters in the Red Tail Shelter at Hawk Island.

BE IT FURTHER RESOLVED, that the contract with E. H. Ward Company shall be effective the date of execution through October 15, 2019.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorize \$13,000 from the Parks Department 208 fund balance for the project.

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

APRIL 9, 2019 STATUTORY EQUALIZATION 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: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH J.H. CONSTRUCTION INC.

RESOLUTION # 19 – 154

WHEREAS, proposals were solicited from qualified and experienced contractors for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks and install new concrete sidewalks at Hawk Island County Park; and

WHEREAS, the scope of work includes, but is not limited to, replacing approximately 1,000' L x 8' W of existing pathways with concrete sidewalks and installing 175' L x 8' W concrete sidewalks where there is currently no asphalt. Ingham County Parks will restore site and seed; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to J.H. Construction, Inc., the low bidder.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with J.H. Construction, Inc. per the quoted proposal in the amount of \$40,349 for the base bid and \$8,030 for the alternate bid for a total not to exceed amount of \$48,379 for the purpose of entering into a contract to replace asphalt paths with concrete sidewalks and install new concrete sidewalks at Hawk Island County Park.

BE IT FURTHER RESOLVED, that the contract shall be effective the date of execution through December 1, 2019.

BE IT FURTHER RESOLVED, that there are funds available in approved CIP line item #228-75999-974000-9P11.

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

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

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND AGREEMENT WITH MOLINA HEALTHCARE

RESOLUTION # 19 – 155

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the Provider Services Agreement with Molina Healthcare of Michigan, Inc., for the provision of health care services to Molina Health Plan members effective January 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, this amendment to the Molina Provider Services Agreement is associated with the Ingham Community Health Centers (ICHC) participation in the Clinically Integrated Network (CIN) with the Michigan Community Health Network (MCHN); and

WHEREAS, Ingham County Health Centers are eligible to participate in a CIN value-based quality bonus program; and

WHEREAS, this alternate payment (incentive payment) method is part of value-based care, where reimbursement from Medicaid Health Plans for services are incentivized based on the clinical quality performance of the ICHC clinics assessing selected health measures; and

WHEREAS, participation in the value-based quality program with Molina Healthcare of Michigan will increase revenue from billable services through value-based bonus payments; and

WHEREAS, the total value varies based on the performance of the ICHC on the specified health metrics set forth in the terms of the agreement; and

WHEREAS, there are no costs associated with the CIN Participation Agreement or the Meridian Health Plan Addendum; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending the Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an amended Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019 and to auto-renew on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amended 1 year Provider Services Agreement with Molina Healthcare of Michigan to participate in the value-based quality bonus program, effective January 1, 2019.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

BE IT FURTHER RESOLVED, that this agreement will renew automatically on an annual basis.

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

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

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

Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AGREEMENT WITH NEXTGEN HEALTHCARE
FOR PATIENT PORTAL TEMPLATES**

RESOLUTION # 19 – 156

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the NextGen Healthcare Agreement to add custom Patient Portal Templates to Ingham Community Health Centers (IHC) patient management/electronic health records system; and

WHEREAS, these templates will support e-registration (electronic completion of registration, consent and income forms) through the Patient Portal; and

WHEREAS, E-registration enables patients to complete required paperwork in advance, eliminates manual data entry steps for updating patient registrations, and saves staff time while reducing human errors; and

WHEREAS, this initiative is a process improvement effort to reduce check-in time, ensure required patient forms and consents are current, and manage increasing patient volumes; and

WHEREAS, the statement of work for these portal templates includes development, project management and consulting time necessary to produce the templates effective April 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the one-time total cost of the scope of work shall be for an amount not to exceed \$9,000 and these costs shall be covered through FY 2018 Quality Improvement Funds through HRSA; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending the NextGen Healthcare Agreement to add the customized patient portal templates to IHC patient management/electronic health records effective April 1, 2019 and to auto-renew on an annual basis; and

WHEREAS, the Health Officer recommends amending the NextGen Healthcare Agreement to add the customized patient portal templates to IHC patient management/electronic health records effective April 1, 2019 and to auto-renew on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amendment to the NextGen Healthcare Agreement to add the customized patient portal templates to IHC patient management/electronic health records not to exceed \$9,000 effective April 1, 2019.

BE IT FURTHER RESOLVED, that this agreement will renew automatically on an annual basis.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

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

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER INTO AN AGREEMENT WITH EPIVIDIAN

RESOLUTION # 19 – 157

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Epividian for providing an analytic program which will allow data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020; and

WHEREAS, ICHD's Community Health Centers (CHCs) Ryan White D (RW-D) program currently uses .50 FTE of one medical assistant's time to re-enter information from the Electronic Health Record (EHR) to the HIV CAREWare system; and

WHEREAS, in a recent RW-D site visit corrective action plan, it was sited that ICHD should eliminate manual data entry processes and pursue electronic interfaces or imports which allow existing electronic data to be directly entered into CAREWare; and

WHEREAS, Epividian provides an analytics program called CHORUS; and

WHEREAS, CHORUS is designed specifically to help clinicians treating patients with HIV and also exports EHR data, interprets and classifies medical data in the EHR to deliver disease management, and delivers population reporting and more; and

WHEREAS, using CHORUS through Epividian will transfer medical assistant time to patient care and will also improve data quality, be more consistent, and reduce errors; and

WHEREAS, RW-D patient charts will be extracted and stored in the Ryan White Data Service (RWDS) folder in CHORUS, be formatted per CAREWare requirements, and be imported monthly in 20 minutes or less; and

WHEREAS, the total cost budgeted is \$13,300 and will be covered by ICHD's Care Coordination Grant; and

WHEREAS, .50 FTE is dedicated to data re-entry at the rate of \$35,400 a year (pay, benefits, fringe) resulting in a cost savings of \$22,100; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Epividian for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Epividian for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with Evidian at a cost not to exceed \$13,300 for providing an analytic program which allows data to be interfaced and imported electronically within the Ryan White HIV program effective June 1, 2019 through May 31, 2020.

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

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 27**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT OPIOID LINKAGES TO CARE FUNDING COHORT AWARD

RESOLUTION # 19 – 158

WHEREAS, the Ingham County Health Department (ICHHD), Ingham Community Health Centers (ICHC) wishes to accept award funding to participate in the Opioid Linkages to Care Funding Cohort through the Michigan Primary Care Association, effective December 1, 2018 through August 30, 2019; and

WHEREAS, as a participant in this cohort, ICHHD's ICHC will receive a funding award of \$10,500 to support enhancement to substance use disorder services; and

WHEREAS, in addition, ICHC clinicians shall participate in a series of trainings to support increased capacity to provide substance use disorder treatment, including medication assisted treatment; and

WHEREAS, this award includes a controlled substance management module in addition to the Azara Data Reporting & Visualization Solution (DRVS), which serves as a population management software tool used in ICHC clinics at no cost; and

WHEREAS, there are no additional costs associated with the acceptance of this award, the required trainings, or the addition of the controlled substance management module; and

WHEREAS, the \$10,500 will cover any travel costs associated with staff attendance of trainings provided through the Opioid Linkage to Care Funding Cohort; and

WHEREAS, the Ingham Community Health Center Board of Directors recommends accepting a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also recommends amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019; and

WHEREAS, the Health Officer recommends accepting a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also recommends amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a \$10,500 award through Michigan Primary Care Association to participate in the Opioid Linkages to Care Cohort, and also authorizes amending the Azara Healthcare agreement to add the controlled substance management module at no cost, effective December 1, 2018 through August 30, 2019.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

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 necessary contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN SERVICES
AGREEMENT WITH THE COLLEGE OF OSTEOPATHIC MEDICINE AT
MICHIGAN STATE UNIVERSITY**

RESOLUTION # 19 – 159

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020; and

WHEREAS, through resolutions #15-412 and #16-150, this agreement was previously in place for the term of January 1, 2016 through December 31, 2018 and prior to that, for the term of January 1, 2013 through December 31, 2015; and

WHEREAS, the new agreement will include a 2% annual increase for the amount of \$99,427 (2019) and \$101,416 (2020); and

WHEREAS, these physician services will be funded through the Comprehensive Agreement in state funds for the HIV Ryan White Part B program; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement not to exceed \$99,427 (2019) and \$101,416 (2020) with MSU COM for 0.40 FTE infectious disease physician services effective January 1, 2019 through December 31, 2020.

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.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/01/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 29**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING PAUL BRANDELL ON THE
EVENT OF HIS RETIREMENT**

RESOLUTION # 19 – 160

WHEREAS, Paul Brandell began his career with Ingham County on March 22, 1999 as a Court Reporter for the Thirtieth Judicial Circuit Court; and

WHEREAS, for the majority of his career at Ingham County, he served as a Court Reporter for the Honorable William E. Collette and began serving as a Court Reporter for the Honorable Janelle A. Lawless towards the end of his career; and

WHEREAS, during his years of service, Paul would go above and beyond to assist those in need and proved to be a valuable source of history and knowledge of the Court and the Ingham County Courthouse; and

WHEREAS, Paul also played himself in the movie Real Steel which was filmed in part at the Ingham County Courthouse; and

WHEREAS, with 20 years of dedicated service to the County of Ingham, Paul is retiring from his position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Paul Brandell for his dedication and commitment to the County of Ingham and extends its sincere appreciation for the many contributions he has made to the citizens of Ingham County and for always going the extra mile to assist those in need.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer
Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 30**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF APPRECIATION TO THE INGHAM COUNTY
9-1-1 CENTRAL DISPATCH CENTER TELECOMMUNICATORS DURING
NATIONAL TELECOMMUNICATORS WEEK APRIL 14-20, 2019**

RESOLUTION # 19 – 161

WHEREAS, the Ingham County Board of Commissioners has established a Consolidated 9-1-1 Emergency Dispatch Center that opened June 27, 2012; and

WHEREAS, Ingham County 9-1-1 Telecommunicators (9-1-1 Dispatchers & Supervisors) daily serve the citizens of Ingham County by answering their emergency calls for police, fire, and emergency medical services and by dispatching the appropriate assistance as quickly as possible; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities and providing them information to ensure their safety; and

WHEREAS, Ingham County 9-1-1 Telecommunicators are professionals who work to improve the emergency response capabilities of these communications through their knowledge and experience; and

WHEREAS, Ingham County 9-1-1 Telecommunicators have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of the injured; and

WHEREAS, each Telecommunicator has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners declares the week of April 14-20, 2019 to be National Telecommunicators Week in Ingham County, in honor of the Ingham County 9-1-1 Telecommunicators for their crucial role in the protection of life and property, for the Public Safety Agencies and the Citizens of Ingham County.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer
Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 31**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTINUE PATROL CAR VIDEO STORAGE SOFTWARE SUPPORT FROM
L3 MOBILE-VISION, INC. WITH THE INGHAM COUNTY SHERIFF'S OFFICE**

RESOLUTION # 19 – 162

WHEREAS, the Ingham County Sheriff's Office wishes to continue software support with L3 Mobile-Vision, Inc. for their car video storage software application; and

WHEREAS, the software support will include assistance in accessing the L3 Mobile-Vision, Inc. car video storage software during the agreed time frame; and

WHEREAS, the continued software support agreement time frame would be for a period of twelve (12) months beginning June 21, 2019 through June 20, 2020; and

WHEREAS, the Ingham County Sheriff's Office at the end of the twelve months of software support will request annual continuations of this existing software support agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with L3 Mobile-Vision, Inc. software support for the time period of twelve months beginning June 21, 2019 through June 20, 2020 for the cost not to exceed \$7,229.00.

BE IT FURTHER RESOLVED, that the funds for this purpose will come from the IT Loft Fund (636-25820-932050).

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer
Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 32**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE PURCHASE OF TRAINING FROM POLICEONE.COM ACADEMY
FOR INGHAM COUNTY SHERIFF'S OFFICE STAFF**

RESOLUTION # 19 – 163

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

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

WHEREAS, a subscription for a year of training will be \$5,120.00 and available to Ingham County Sheriff's Office staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorize the purchase of training from PoliceOne Academy in the amount of \$5,120.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the 2019 Sheriff's Office budgets from 302 Training Funds #28532000-960000 (\$2,560.00) and Booking Fees/Training Fund #26336201-960000 (\$2,560.00).

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

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer
Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 33**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING SOFTWARE SUBSCRIPTION AND SERVICE AGREEMENT WITH
COURTHOUSE TECHNOLOGIES, LTD. TO PROVIDE FOR OFF-SITE HOSTING**

RESOLUTION # 19 – 164

WHEREAS, by Resolution #16-035 the Ingham County Board of Commissioners approved entering into a five-year software subscription and service agreement with Courthouse Technologies, LTD for a jury management system, interactive web response system, interactive voice response system, imaging system, and data cleansing and summons production/mailing service at a rate of \$1.25 per questionnaire/summons for the first two years of the contract and \$1.50 per questionnaire/summons for the last three years of the contract; and

WHEREAS, the Ingham County Jury Administration, through the 2019 budget process, requested and was granted funding in the amount of \$18,000 annually for Courthouse Technologies, LTD to provide off-site hosting for Courthouse JMS, Courthouse SMS, Courthouse eResponse, Courthouse IVR, Courthouse IDS, and SummonsDirect; data cleaning, printing, and mailing service, and Courthouse Source List Update service; and

WHEREAS, approval of the funding for off-site hosting requires an amendment of the original Software Subscription and Service Agreement dated March 29, 2016; and

WHEREAS, the amendment consists of adding “Exhibit C” Statement of Work for Implementation of Off-Site Hosting; and

WHEREAS, all other terms of the original agreement remain unchanged.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending the five-year software subscription and service agreement with Courthouse Technologies, LTD approved by Resolution #16-035 by adding “Exhibit C” Statement of Work for Implementation of Off-Site Hosting.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer

Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LICENSING OF DEFENDERDATA SOFTWARE
AND IMPLEMENTATION OF ITS USE**

RESOLUTION # 19 – 165

WHEREAS, every local indigent defense system was required by the Michigan Indigent Defense Commission to submit a plan to comply with the first four minimum standards and to provide quality defense to indigent people who are accused of crimes; and

WHEREAS, the Michigan Indigent Defense Commission has solicited public comment on the other four minimum standards which are expected to be adopted as they implement legislative mandates of the Michigan Indigent Defense Commission Act MCL 780.991 et.seq.; and

WHEREAS, the Ingham County Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee and funding has been approved by the State of Michigan, effective October 1, 2018; and

WHEREAS, the implementation of the plan and the operation of the office will require appropriate computer software to manage the files and the activities of the office; and

WHEREAS, the Public Defenders Office has selected the case management system called defenderData by JusticeWorks to provide the necessary software program; and

WHEREAS, the annual cost of the number of needed licenses (42) is \$12,600.00 per year and the cost of any necessary customization specific to the Ingham County Public Defenders Office is at the rate of \$100.00 per hour with a requested maximum of \$5,000.00; and

WHEREAS, the budget for obtaining such a case management system is included in the grant budget authorized by Resolution #18-476.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acquisition of the case management system called defenderData by JusticeWorks, Inc. at an annual expenditure of \$12,600.00.

BE IT FURTHER RESOLVED, that the Public Defenders Office may authorize customized features at the rate of \$100.00 per hour to JusticeWorks, Inc. not to exceed a total sum of \$5,000.00 for customization.

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.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby waives the County's competitive bidding requirement for the acquisition of software from JusticeWorks, Inc. defenderData for the Ingham County Public Defenders Office.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer
Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer
Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 35**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF CHAIRS FOR THE INGHAM COUNTY
9-1-1 CENTRAL DISPATCH CENTER FROM ULTRA SEATING CORPORATION**

RESOLUTION # 19 – 166

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 9-1-1 Center needs to replace some of the worn out chairs that have been in service for the last seven years; and

WHEREAS, quotes were sought to purchase ergonomic chairs that will meet the working environment of the 24x7 operation of the Central Dispatch Center; and

WHEREAS, the Center staff have identified a chair from Ultra Seating Corp. that meets the needs for a chair that is comfortable and is rated for a 24x7 operation; and

WHEREAS, although Ultra Seating did not quote the lowest cost, due to these chairs being evaluated as the best to meet the needs of 9-1-1 Center staff, the 9-1-1 Director recommends the purchase of six chairs from Ultra Seating Corporation at a cost not to exceed \$5,600.00 to include the chairs and freight/delivery, from the center's 2019 operations budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the purchase of 6 chairs for the Ingham County 9-1-1 Center from Ultra Seating at a cost not to exceed \$5600.00.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer

Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 36**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT WITH TRITECH
FOR THE COMPUTER AIDED DISPATCH (CAD) SYSTEM**

RESOLUTION # 19 – 167

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 a TriTech Computer Aided Dispatch System (CAD) for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, the 9-1-1 Center needs to continue to contract with TriTech for the ongoing maintenance and support of the Ingham County 9-1-1 CAD system; and

WHEREAS, the 9-1-1 Director recommends continuing the use of the TriTech CAD system, and renewal of the support agreement, which has been budgeted for in the center's 2019 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 TriTech Support Renewal Agreement between TriTech and Ingham County 9-1-1 Center for the Computer Aided Dispatch System from April 14, 2019 through April 13, 2020, at a cost of \$125,943.06.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Polsdofer, Trubac, Schafer

Nays: None **Absent:** Crenshaw **Approved 03/28/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Schafer

Nays: None **Absent:** Polsdofer, Maiville **Approved 04/03/2019**

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

**ADOPTED – APRIL 9, 2019
AGENDA ITEM NO. 37**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DECLARING APRIL 28, 2019 AS “WORKERS’ MEMORIAL DAY”
IN INGHAM COUNTY**

RESOLUTION # 19 – 168

WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and

WHEREAS, the Federal Bureau of Labor Statistics estimated that 5,147 workers were killed by traumatic injuries in 2017. On average, 14 workers were killed on the job every day; and

WHEREAS, in 2017, 153 workers were lost through fatal workplace accidents in Michigan; and

WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan's labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who have died in workplace catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and

WHEREAS, recognition of the integrity of Michigan's work force and its achievements on behalf of the economic growth of our state is necessary; and

WHEREAS, the Ingham County Board of Commissioners wishes to pay tribute to the workers who have died or been injured or disabled in workplace accidents. We honor the contributions of Michigan's workforce and call for increased workplace safety; and

WHEREAS, the Ingham County Board of Commissioners renews our efforts to seek stronger workplace safety and health protections, better standards and enforcement, and fair and just compensation; and by rededicating ourselves to improving safety and health in every workplace.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners hereby declares April 28, 2019, as Workers’ Memorial Day in the County of Ingham, Michigan.

Adopted as part of a consent agenda.

APRIL 9, 2019 STATUTORY EQUALIZATION MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Slaughter moved to appoint Susan Cockerill to the Senior Citizens Advisory Board. Commissioner Grebner supported the motion.

The motion carried unanimously. Absent: Commissioner Naeyaert

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Slaughter stated that it was Animal Control Officer Appreciation Week.

Commissioner Schafer stated that he attended the Sobriety and Mental Health Courts last week and most recently the Sobriety Court graduation. He stated that the programs were incredible and he praised the Judges for all they did.

Chairperson Crenshaw stated that next Thursday, April 18, 2019, from 10a.m. - 12 p.m., there was a Policing Autism event in the Mackinaw Room at the House of Representatives and he encouraged fellow Commissioners to attend.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$3,139,250.82. Commissioner Slaughter supported the motion.

The motion carried unanimously. Absent: Commissioner Naeyaert

RECESS

The meeting was recessed at 6:55 p.m.

From: Brockton Feltman [<mailto:b.feltman.121@gmail.com>]

Sent: Thursday, April 04, 2019 2:24 PM

To: Deprez, Sara

Subject: Re: ICFC Advisory Board meeting 4/9/19

Hi Sara,

I've been meaning to email you, but haven't yet. I would like to resign from the board spot. I've recently left Lansing's medical marijuana commission as well. I've been feeling spread too thin with the PhD program and have not been able to invest myself in other commitments.

I've enjoyed my times with you, and think the Family Center is a great institution for the area and hope things continue to go well.

Thank you,

Brockton

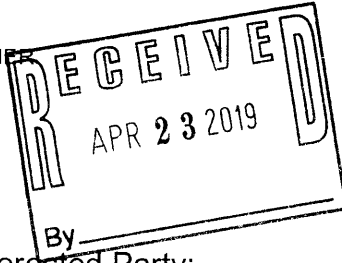


GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



LIESL EICHLER CLARK
DIRECTOR



April 16, 2019

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environmental Quality, Air Quality Division's Pending New Source Review Application Report is enclosed. This report lists all of the pending applications submitted for sources within your county.

The Pending New Source Review Applications Report includes the following information: county, city, date received, applicant's name, site address, application permit number, and a brief description of the nature of the source or process.

This report will be sent to you on a monthly basis unless you request that your name be deleted from our mailing list. Please note that this information is updated weekly and is also available on the Internet. A list is available on the Permits to Install Internet page at <https://www.michigan.gov/air>. Click the "Permits" tab, click the link by the second bullet for PTI/NSR permits, and click the sixth bullet under "Application / PTI Information" entitled "Pending PTI Application List." You may obtain information on sources located in neighboring counties by accessing the above list or by contacting me.

Thank you for your interest in this matter.

Sincerely,

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

Enclosure

MDEQ Air Quality Pending Permit to Install Applications

District: Lansing

<u>County</u>	<u>City</u>	<u>SRN</u>	<u>Site Address</u>	<u>Applicant</u>	<u>Permit No.</u>	<u>Received</u>	<u>Application Reason</u>
EATON	DIMONDALE	P0152	7432 PARSONS DRIVE	MICHIGAN DEPT OF TECHNOLOGY MANAGEMENT & BUDGET	60-19	3/29/2019	NEW BOILER
GENESEE	BURTON	P0999	4420 DAVISON ROAD	MI NP BURTON DISTRIBUTION, LLC	27-19	1/23/2019	THREE COMPRESSION IGNITION AND DIESEL FIRED EMERGENCY GENERATORS
GENESEE	FLINT	N8325	4201 PIER NORTH BLVD	WOODWORTH, INC	41-19	2/22/2019	VACUUM NITRIDING FURNACE
GENESEE	FLINT	P1014	3302 KENT STREET	GROUND EFFECTS, LLC	57-19	4/1/2019	APPLICATION OF SPRAY IN BED LINERS
GENESEE	GRAND BLANC	N5991	2361 W GRAND BLANC ROAD	ENERGY DEVELOPMENTS GRAND BLANC, LLC	62-19	4/5/2019	EMISSION LIMITATION INCREASE
GENESEE	MONTROSE	N5987	8247 VIENNA ROAD	ENERGY DEVELOPMENTS MICHIGAN, LLC	176-18	10/29/2018	ONE INTERNAL COMBUSTION ENGINE
INGHAM	EAST LANSING	K3249	354 SERVICE ROAD	MICHIGAN STATE UNIVERSITY	139-18	8/13/2018	RECIPROCATING INTERNAL COMBUSTION ENGINE
INGHAM	MASON	N5663	822 KIM DRIVE MICHIGAN OPERATIONS	NITREX, INC	30-19A	3/22/2019	METAL HEAT TREATING
LAPEER	IMLAY CITY	N3328	4008 N VAN DYKE ROAD	BLUEBIRD ENTERPRISES	58-19	3/21/2019	OPT-OUT PERMIT
LIVINGSTON	HOWELL	N5219	1200 DURANT DRIVE	DMI AUTOMOTIVE, INC	161-94D	1/2/2019	CHROME PLATING TANK
SHIAWASSEE	CORUNNA	A6497	3820 E SERR ROAD	MERIDIAN BRICK	170-18	10/12/2018	OPT-OUT
SHIAWASSEE	OWOSSO	N7289	123 N CHIPMAN STREET	SONOCO PROTECTIVE SOLUTIONS, INC	278-02E	4/10/2019	NEW HIRSCH 6000 PRE-EXPANDER



Mark Grebner

Attorney At Law
920 North Washington Avenue
Lansing MI 48906

April 15, 2019

Mr. Bryan Crenshaw, Chairperson
Ingham County Board of Commissioners
PO Box 319
Mason MI 48854

Dear Chairperson Crenshaw:

I am writing in the capacity of attorney for former Commissioner Deb Nolan, to inform the members of the Board of Commissioners, and the public, that the complaint against my client has been dismissed.

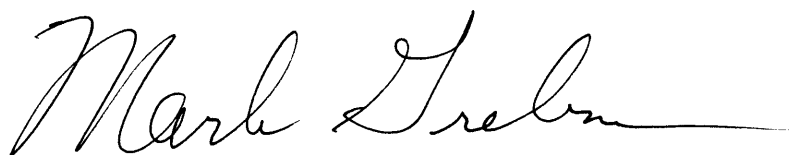
This matter was initiated by a complaint, apparently oral, by Ingham County Clerk Byrum, to the effect that Commissioner Nolan had committed fraud, because she had moved out of the district she represented on the Board of Commissioners.

The Clerk apparently relied upon MCL 168.933, which defines the crime of perjury to include anyone who "swears falsely . . . for the purpose of qualifying as a candidate for elective office". As I have previously stated, the falsity of a statement is judged as of the time it is made, and not in

light of subsequent events. As a result, the provision might be violated if a candidate did not reside at the stated address at the time of the initial filing of the affidavit, but later changes of residence do not trigger its application. The proper venue, if a question arises of a public official ceasing to meet the qualifications of the office they hold, is a civil action "*in quo warranto*", which is generally initiated by petition to the State Attorney General.

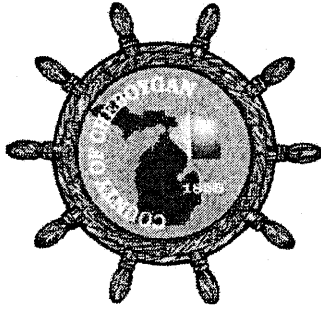
In any case, the Michigan State Police assigned an investigator to Clerk Byrum's complaint, who determined that former commissioner Nolan had not violated the law. The complaint was dismissed as "unfounded" on approximately March 13, 2019, and the case was closed.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Grebner", with a long horizontal flourish extending to the right.

Mark Grebner

Michigan Bar #38984



BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 131
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855
Fax ~ (231) 627-8881
E-mail ~ ccao@cheboygancounty.net

CHEBOYGAN COUNTY RESOLUTION 19-06 SUPPORTING HB 4227 THE CREATION OF A "COMMITTEE ON MICHIGAN'S MINING FUTURE"

WHEREAS, the mining industry is a vital economic contributor, not just for Upper Peninsula, but for the State of Michigan, and

WHEREAS, it is in the best interest of the Upper Peninsula counties and the State of Michigan to strengthen and develop sustainable mining practices for the future, and

WHEREAS, it is of vital importance to enhance the talent supply and demand needs of the Upper Peninsula through strategic focus on talent retention and attraction to build a strong workforce for mining in the Upper Peninsula, and

WHEREAS, it is the intention of House Bill 4227 to create a Committee on Michigan's Mining Future to ensure a comprehensive plan focused on ferrous, non-ferrous, and aggregate mining industry needs such as infrastructure, transportation, energy, applied research, environmental quality, government policies, taxation, rural development, mining legacy cleanup funds, and communications and public outreach, and

WHEREAS, the proposed committee would be comprised of fifteen members with governor-appointed representatives from diverse areas of industry, state departments, environmental groups, tribal members and labor groups to meet the challenges and take advantage of the opportunities for the future.

THEREFORE, BE IT RESOLVED, that the Cheboygan County Board of Commissioners supports House Bill 4227 in the interest of strengthening and developing the future of Michigan mining practices, and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to all counties in Michigan, the Upper Peninsula Commission for Area Progress (UPCAP), the Michigan Townships Association, the Michigan Association of Counties, Upper Peninsula legislators and Governor Whitmer.

District 1
Mary Ellen Tryban

District 2
Richard B. Sangster
Vice-Chairman

District 3
Michael Newman

District 4
Cal Gouline

District 5
Roberta Matelski

District 6
John B. Wallace
Chair

District 7
Steve Warfield

Motion offered at a regular meeting of the Cheboygan County Board of Commissioners, Tuesday, April 23, 2019 by Commissioner Richard Sangster supported by Commissioner Michael Newman.

AYES: Seven (7) NAYS: Zero (0) ABSTAINS: Zero (0) ABSENT: Zero (0)



John B. Wallace, Chairperson
Cheboygan County Board of Commissioners

RESOLUTION DECLARED ADOPTED

I, Karen L. Brewster, Clerk of the County of Cheboygan, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Commissioners at a regular meeting on April 23, 2019.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 23rd day of April 2019 at Cheboygan, Michigan.



Karen L. Brewster
Cheboygan County Clerk/Register

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO REVISE THE INGHAM COUNTY CONTRACT PROCEDURES

RESOLUTION # 19 –

WHEREAS, Ingham County enters into hundreds of agreements each year with federal, state, and local governments, vendors, and agencies; and

WHEREAS, MCL 46.5 requires that contracts and purchase orders entered into by the Ingham County Board of Commissioners be deposited with the Ingham County Clerk; and

WHEREAS, the Contract Procedures were established by Resolution 15-335 and then amended by Resolution 18-194; and

WHEREAS, it is advisable to regularly evaluate established procedures and guidelines for the execution and processing of contracts so that every department engages in consistent practices; and

WHEREAS, the Ingham County Clerk's Office, Board of Commissioners' Office, and Purchasing Department have reviewed the current Contract Procedures and have recommended that they be revised as attached.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the revisions to the Contracts Procedures.

BE IT FURTHER RESOLVED, that the County Clerk shall provide a copy of this resolution and the revised Contract Procedures to all department heads and all elected officials that serve as heads of their offices or courts.

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

Nays: None **Absent:** None **Approved 04/23/2019**

Contract Procedures

MCL 46.5 requires that executed contracts (including but not limited to purchase orders) be filed with the County Clerk. To assure that appropriate contractual documents are prepared, executed and recorded, the following procedures shall be implemented:

Execution of Contracts

After approval by the Board of Commissioners, resolutions and fully executed contract authorization forms are submitted to the County Attorney's Office at which time a contract is prepared. The contract is approved as to form by the County Attorney and forwarded to the department requesting the contract. The contract authorization form can be used for service contracts \$5,000 and under. In accordance with Resolution #09-095, contract authorization forms must be signed by the Purchasing Director, Controller, Liaison Committee Chairperson, Finance Committee Chairperson and Chairperson of the Board of Commissioners.

The department shall submit two hard copies of the contract that were signed by the vendor and County Attorney, along with an equal number of copies of the resolution or signed contract authorization form authorizing the contract, to the Board of Commissioners' Office for County signatures. Two hard copies of the contracts must be submitted to the Board of Commissioners' Office for signature; however, more may be submitted. Signatures must be obtained through the Board of Commissioners' Office.

The Board Chairperson is the only authorized signatory for the County of Ingham unless others are authorized to sign by Board resolution. The Vice-Chairperson is authorized to sign in the Board Chairperson's absence.

The Board of Commissioners' Office shall submit the signed hard copies of the contract, along with an equal number of copies of the resolution or signed contract authorization form authorizing the contract, to the County Clerk's Office for filing.

The County Clerk's Office shall assign a file number and append said information to the first page of each copy. The County Clerk file number shall signify that an original contract has been filed with the County Clerk and the appropriate source of authority for the contract has been provided. This will be accomplished within 5 business days after receipt of the contract or purchase order documents by the County Clerk's Office.

Once the contract documents are completely executed, the County Clerk's Office shall make sure any blank dates in the contract are filled in. The County Clerk's Office shall file one original contract and submit any additional originals or copies to the appropriate department. Upon receipt of copies from the County Clerk's Office, each department shall enter the file number into MUNIS.

Distribution of Contracts

The requesting department is responsible for duplicating and distributing the fully executed contracts, including all exhibits and attachments, along with the resolution or contract authorization form for distribution as follows:

Director of Financial Services (electronic copy)
County Attorney (electronic copy)
Purchasing (contract authorization forms)

Regarding Contracts Signed Electronically

In the event a contract is signed electronically, for example with the State of Michigan, it is the responsibility of the department to submit to the County Clerk's Office, in paper format, one fully executed contract and one copy of the authorizing resolution or signed contract authorization form for filing.

The County Clerk's Office shall otherwise take the same steps as outlined in Execution of Contracts above.

Contract Expiration

It is up to each department to monitor expiration dates of contracts that involve their departments to determine if the contract needs to be renewed or if the services are no longer necessary. If the contract needs to be renewed, a resolution renewing the contract should be scheduled before the appropriate Liaison Committee and the Board of Commissioners before the expiration of the contract.

Purchase Orders ("PO")

If a PO is utilized, the Purchasing Director or his/her designee shall submit, at a minimum, two hard copies along with an equal number of copies of the adopted resolution authorizing a specific purchase or signed contract authorization form authorizing the PO to the County Clerk's Office. Where there is not a specific formal resolution needed for the purchase, the source of authority (resolution number referencing the applicable Purchasing Policy) shall be printed on the PO. The County Clerk's Office shall process the PO as delineated above, retain one copy for filing, and then return all additional copies to the Purchasing Department. The Purchasing Director or his/her designee is authorized to sign any necessary PO. A PO may be issued to a business for services \$5,000 and under, provided however, that the business is an Ingham County registered vendor and is amenable to the County's PO Terms and Conditions, which have been reviewed as to form by legal counsel.

Revised - Resolution 19-____
Revised - Resolution 18-194
Adopted - Resolution 15-335

Introduced by the County Services Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS:

**RESOLUTION TO APPROVE FARMLAND AND OPEN SPACE PRESERVATION BOARD'S
RECOMMENDED SELECTION CRITERIA AND APPLICATION CYCLE FOR 2019**

RESOLUTION # 19 –

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

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland and Open Space Preservation Ordinance in July 2004 and amended it in 2010 (10-99); and

WHEREAS, the Ingham County Farmland and Open Space Preservation Ordinance authorized the establishment of the Ingham County Farmland and Open Space Preservation Board to oversee the Farmland and Open Space Preservation Program; and

WHEREAS, Ingham County voters passed a millage of .14 mils in 2008 and renewed it in 2018 to fund purchases of agricultural conservation easements through the Ingham County Farmland and Open Space Preservation Program; and

WHEREAS, in the course of implementing the Ordinance, the Ingham County Farmland and Open Space Preservation Board has established Selection Criteria for ranking landowner applications to the Ingham County Farmland and Open Space Preservation Program; and

WHEREAS, the Ingham County Ordinance requires that the Farmland and Open Space Selection Criteria's be approved by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached 2019 Farmland and Open Space Selection Criteria's developed by the Ingham County Farmland and Open Space Preservation Board as set forth in the Farmland and Open Space Preservation Ordinance passed July 27, 2004.

BE IT FURTHER RESOLVED, that the final decision whether to fund a purchase of a given agricultural easement is reserved to the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves The Ingham County Farmland and Open Space Preservation Board hosting a 2019 farmland and open space preservation application cycle.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

Selection Criteria for **Open Space** Land Preservation Program
2019 Application Cycle

Tier I Criteria Sections

Ecological, scenic, geological criteria	103 points
Property size and location criteria	<u>55 points</u>
<i>Maximum Total Points</i>	<i>158 points</i>

I. ECOLOGICAL, SCENIC AND GEOLOGICAL CRITERIA (Maximum 103 POINTS)

- | | |
|---|---------------------------|
| 1. Potential Conservation Area(s) (from the Greening Mid-Michigan Project) | maximum points: 10 |
| 1. Highest Potential | 10 points |
| 2. High Potential | 8 points |
| 3. Medium Potential | 6 points |
| 4. Low Potential | 4 points |

Example: parcels fall within a High Potential Conservation Area = 8 points

2. Water quality values

1. Riparian land

maximum points: 20

Property with a water frontage of 200 linear feet or greater receives 20 points. Points for a property with water frontage of less than 200 linear feet are: $20 \times \text{linear feet of water frontage} / 200 = \text{points}$.

Example: parcel has 75 feet of water frontage on the Red Cedar River: $20 \times 75 = 1500 / 200 = 7.5 \text{ points}$

2. Wetlands, including buffer area

maximum points: 20

Property that is 100% wetland receives 20 points. Points for a property with less than 100% wetland are: $10 \times \text{percent in wetland} = \text{points}$.

Example: 5 acres of an 40 acre parcel is wetland: $20 \times 12.5 / 100 (5/40 = 0.125) = 250 / 100 = 2.5 \text{ points}$

3. Aquifer recharge land

maximum points: 20

Property that is qualified by the MSU RS&GIS model as aquifer recharge land will receive points based on the following formula; $20 \times \text{percent aquifer recharge land} = \text{points}$.

Example: 10 acres of a 20 acre parcel is recharge land: $20 \times 50 / 100 (10/20 = 0.5) = 1000 / 100 = 10 \text{ points}$

3. Habitats

1. Forestland

maximum points: 10

Property that is 100% forest land receives 10 points. Points for a property with less than 100% forest land are: $10 \times \text{percent in forest land} = \text{points}$.

Example: 15 acres of a 20 acres parcel is wooded: $10 \times 75 / 100 (15/20 = 0.75) = 750 / 100 = 7.5 \text{ points}$

2. Others – grassland, shrub land, etc.

maximum points: 10

Property that is 100% in other types of natural habitat receives 10 points. Points for a property with less than 100% in other types of habitat are: $10 \times \text{percent in other types of habitat} = \text{points}$.

Example: 10 acres of a 15 acre parcel is grassland: $10 \times 66 / 100 (10/15 = 0.66) = 660 / 100 = 6.6 \text{ points}$

4. Rare species

maximum points: 10

1. State and federal threatened and endangered species on the property

Up to 10 points may be given depending on the Bio-Rarity Score category for the parcels; from the Greening Mid-Michigan Project using Michigan Natural Features Inventory. Bio-rarity Score .01-11.5 = 2.5 points.

11.51-24.0 = 5 point, 24.01-40.5 = 7.5 points, 40.51 and over = 10 points

Example: Parcel has a Bio-Rarity Score of 28 = 7.5 points

5. Physically (geologically) significant features

maximum points: 3

Up to 3 points may be given. *Example: property has a terminal marine.*

II. PROPERTY SIZE and LOCATION CRITERIA (Maximum 55 points)

6. Parcel size maximum points: 20

Parcels of 100 acres or greater receives 20 points. Points for a property of less than 100 acres are: $20 \times \text{acreage of parcel}/100 = \text{points}$.

Example: Parcel is 40 acres in size: $20 \times 40/100 = 800/100 = 8 \text{ points}$

7. Proximity to Designated Population Center in Ingham County (As Defined in "Regional Growth: Choices For Our Future", Summary Report, Tri-County Regional Planning Commission, September 2005. Population Centers for the purposes of this criteria, include areas around Lansing, Mason, and Williamston) maximum points: 20

<i>Distance to Lansing</i> <i>max points 20</i>	<i>Distance to Mason, Williamston</i> <i>max points 10</i>
<i>Property is up to 1 mile from Lansing Pop</i> <i>20</i>	<i>Property is up to 1 mile, or within city boundary</i> <i>10</i>
<i>Property is 1-2 miles from Pop Center</i> <i>15</i>	<i>Property is 1-2 Miles from Pop Center</i> <i>8</i>
<i>Property is 2-3 miles from Pop Center</i> <i>10</i>	<i>Property is 2-3 miles from Pop Center</i> <i>6</i>
<i>Property is 3-4 miles from Pop Center</i> <i>5</i>	<i>Property is 3-4 miles from Pop Center</i> <i>4</i>

Example: Property is located 1.5 miles from Lansing Designated Population Center Total points = 16

Example: Property is located 4 miles from City boundary of Mason Total points = 4

8. Location with respect to other protected property maximum points: 10

Permanently protected land is property with a conservation easement or a deed restriction that permanently prohibits development on the property. Linear distance is from nearest land boundaries.

Property is adjacent to protected land 10 points

Property is not adjacent but within 1/2 mile of protected land 8 points

Property is not adjacent but within 1 mile of protected land 6 points

Property is not adjacent but within 2 miles of protected land 4 points

Example: Parcel is within 1 mile of an already protected property = 6 points

9. Road frontage (paved or gravel) maximum points: 2

Road frontage of 1320 feet (1/4 mile) or greater receives 2 points. Points for road frontage of less than 1320 feet are: $2 \times \text{feet of road frontage}/1320 = \text{points}$.

Example: Parcel has 500 feet of road frontage: $2 \times 500 = 1000/1320 = 0.76 \text{ points}$

10. Block applications maximum points: 3

Properties applying in a block application must be contiguous (they may be separated by a road). Each applicant in the block application will receive the stated points.

Two or more landowners applying together and submitting 300 or more contiguous acres each receives 3 points. Points for two or more landowners submitting less than 300 acres are: $3 \times \text{number of contiguous acres submitted}/300 = \text{points}$.

Example: Parcel is applying with three other landowners to make a 450 acre block of land: $3 \times 450 = 1350/300 = 4.5$ therefore the points received are 3, the maximum.

Note: If only one property in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided the remaining landowners still wish to participate in the block application.

MAXIMUM TOTAL TIER I POINTS POSSIBLE – 133

Applicants note: Landowners who accept federal, state or local matching funds to protect their open space land may be selected for the program before landowners who do not accept such funds, regardless of their relative ranking based on the above “Selection Criteria for Protection of Open Space Land”.

Selection Criteria for Farmland Preservation Program 2019 Application Cycle

Tier I Criteria

I.	Agricultural Characteristics	55 points
II.	Development Pressure	43 points
III.	Additional Ag Protection Efforts	35 points
IV.	<u>Other Criteria</u>	<u>10 points</u>
V.	Total Points	143 points

I. AGRICULTURAL CHARACTERISTICS (55 POINTS)

1. Agricultural Productivity – Prime and Unique Soils

Maximum Points: 20

Prime and Unique Soils

Prime under all circumstances

20 points

Prime if adequately drained

15 points

Not prime or unique

0 points

Example: 70% of parcel is prime under all circumstances (0.70 x 20 pts) = 14 points
30% of parcel is prime if adequately drained (0.30 x 15 pts) = 4.5 points
Total points = 18.5 points

2. Size of Parcel (s)

Maximum Points: 15

Points for parcels between 15 and 200 acres are calculated by multiplying 0.1 times the parcel size. Any parcel above 150 acres receives 15 points. Parcels between 15 and 39.99 acres **must** be in specialty crop production. Parcels that are 0-14.99 acres receive 0 points. Parcels less than 40 acres will receive a zero for Size of Parcel, unless there is Additional Agricultural Income, in which case parcels 15 acres or more receive points.

Example: Parcel size is 150 acres: 150 x 0.1 = 15

Example: Parcel is 85 acres: 85 x 0.1 = 8.5

Example: Parcel is 350 acres: 350 x 0.1 = 35; 15 points, the maximum possible

Example: Parcel is 13 acres: (0 points for parcel less than 14.99 acres)

3. Additional Agricultural Income

Maximum Points: 15

Points will be awarded to operations that have “value-added” agriculture either through animal related production or through production of a specialty crop (crops other than corn, wheat, soybeans), or both, with total sales over \$5,000.00 annually.

Example: Parcel is integral to farm operation that produces a specialty crop, which grosses over \$15,000 annually. Total points = 15 points

4. Proximity to Existing Livestock Farms**Maximum Points: 5**

A livestock operation for this purpose means a farm with more than 50 animal units (EPA definition: 1000 lbs = 1 unit)

Parcel is contiguous to an existing livestock operation 5 points

Parcel is located between 0.5 miles and 1 mile of an existing livestock operation 3 points

Parcel is located further than 1 mile from an existing livestock operation 0 points

**Contiguous for this section means no other parcel is located between the parcels. Parcels separated only by a road are considered contiguous.*

II. DEVELOPMENT PRESSURE (43 POINTS)

5. Proximity to Existing Public Sanitary Sewer or Water, or Both**Maximum Points: 10**

Linear (straight line) distance to existing, usable public sanitary sewer, or water services, or both, will result in the following scoring options:

Less than one-half (1/2) mile from sewer or water 5 points

One-half (1/2) mile or more but less than 1 mile 7 points

One (1) mile or more but less than 2 miles 10 points

Two (2) miles or more but less than 5 miles 5 points

More than 5 miles 0 points

Example: Parcel is located 3 miles from existing sewer lines. Total points = 5 points.

6. Proximity to Designated Population Center in Ingham County (As Defined in “Regional Growth: Choices For Our Future”, Summary Report, Tri-County Regional Planning Commission, September 2005. Population Centers for the purposes of this criteria, include areas around Lansing, Mason, and Williamston.

Maximum Points: 25

<i>Distance to Lansing</i>	<i>max points</i>	<i>25</i>	<i>Distance to Mason and Williamston,</i>	<i>max points</i>	<i>10</i>
<i>Farm is up to 1 mile from Lansing Pop</i>	<i>25</i>		<i>Farm is 1 mile, or within city boundary</i>		<i>10</i>
<i>Farm is 1-2 miles from Pop Center</i>	<i>20</i>		<i>Farm is 1-2 Miles from Pop Center</i>		<i>8</i>
<i>Farm is 2-3 miles from Pop Center</i>	<i>15</i>		<i>Farm is 2-3 miles from Pop Center</i>		<i>6</i>
<i>Farm is 3-4 miles from Pop Center</i>	<i>10</i>		<i>Farm is 3-4 miles from Pop Center</i>		<i>4</i>
<i>Farm is 4-5 miles from Pop Center</i>	<i>5</i>		<i>Farm is 4-5 miles from Pop Center</i>		<i>2</i>
<i>More than 5 miles from Pop Center</i>	<i>0</i>		<i>More than 5 miles from Pop Center</i>		<i>0</i>

Example: Farm is located 2 miles from Lansing Designated Population Center Total points = 20

Example: Farm is located 4 miles from City boundary of Mason Total points = 4

7. Road Frontage (paved or gravel)**Maximum Points: 8**

Emphasis is placed on parcels with greater linear distance of road frontage, placing the farmland under a greater threat of fragmented development. Frontage can be gravel, paved, or both and must be adjacent to the subject parcel.

Road frontage of 5280 feet (1 mile) or more	8 points
Road frontage of 2640 feet (1/2 mile) to 5279 (just under 1 mile)	6 points
Road frontage of 1320 feet (1/4 mile) to 2639 (just under 1/2 mile)	4 points
Road frontage less than 1/4 mile	0 point

Example: Parcel has 1 mile of road frontage. Total points = 8 points

III. ADDITIONAL AGRICULTURAL PROTECTION EFFORTS **(35 POINTS)**

8. Location to Protected Property**Maximum Points: 20**

Parcel is near other private land which has been permanently protected from development through a conservation easement or deed restriction (development rights may have been purchased, transferred or donated). Linear distance is used from nearest farm boundary.

Parcel is adjacent to protected land	20 points
Parcel is not adjacent but within 1/2 mile of protected land	15 points
Parcel is not adjacent but within 1 mile of protected land	10 points
Parcel is not adjacent but within 2 miles of protected land	5 points

Example: Parcel is adjacent to property under a permanent conservation easement = 20 points

Note: Points are awarded regardless of last name of property owner(s). For example if three people with the same last name apply, each receives points for the block. There is no point penalty for block properties that happen to be owned by members of the same family.

9. Block Applications**Maximum Points: 15**

Emphasis is placed on applications which consist of two more landowners who create a 150-acre or more block of contiguous farmland. Contiguous blocks of farmland have a greater potential for creating a long-term business environment for agriculture. Parcels included in a block application must be contiguous (touching but may be separated by a road). Each applicant in the block application will receive points for this section.

Two or more landowners apply together to create 1000 or more contiguous acres	15 points
Two or more landowners apply together to create 750 to 999 contiguous acres	10 points
Two or more landowners apply together to create 500 to 749 contiguous acres	8 points
Two or more landowners apply together to create 300 to 499 contiguous acres	6 points
Two or more landowners apply together to create 299 to 150 contiguous acres	5 points
Contiguous acreage of 149 acres or less	0 points

Example: Four landowners, with varying parcel acreage, submit a block-application of about 800 contiguous acres. (Each of the four landowners would receive 10 points for this section).

Note: If a parcel in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided they still wish to participate in the block application.

IV. OTHER CRITERIA (10 POINTS)

10. Additional Agricultural Characteristics

Maximum Points: 5

Additional agricultural characteristics are USDA certified organic farm or Centennial farm.

Parcel has one or more additional agricultural features

5 points

Parcel does not have an additional agricultural feature

0 points

11. Michigan Agricultural Environmental Assurance Program (MAEAP) Maximum Points: 5

Participation in the MAEAP demonstrates a commitment to environmental stewardship above and beyond a conservation plan. The State Agriculture Preservation Board has identified the MAEAP as a priority to providing matching funds. Farms verified under the MAEAP must show *verification* to receive points.

Farm is MAEAP verified

5 points

Farm is not MAEAP verified

0 points

TIER I: TOTAL POINTS POSSIBLE IS 143

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE APPROVAL OF THE
PRELIMINARY PLAT OF BERRY FARMS**

RESOLUTION # 19 –

WHEREAS, much of the process by which land divisions and plats are developed follows state statute. The platting process essentially starts with development of a Preliminary Plat that shows the overall configuration, how it fits into the lands that surround it, public utilities serving the lots, and the phases of construction planned to complete its development; and

WHEREAS, the proposed Berry Farms plat is a 117 unit single-family development on 67.04 acres, generally located west of Aurelius Road and south of Wilcox Road. The development is part of the Southeast ¼ of Section 22 and the Northeast ¼ of Section 27, Delhi Township, Ingham County, Michigan; and

WHEREAS, Preliminary Plan approvals are valid for a two year period, per state statute; and

WHEREAS, approval of the Berry Farms, as requested by the proprietor, RA Berry Holdings, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Berry Farms Preliminary Plat for a period of two years, in accordance with state statute.

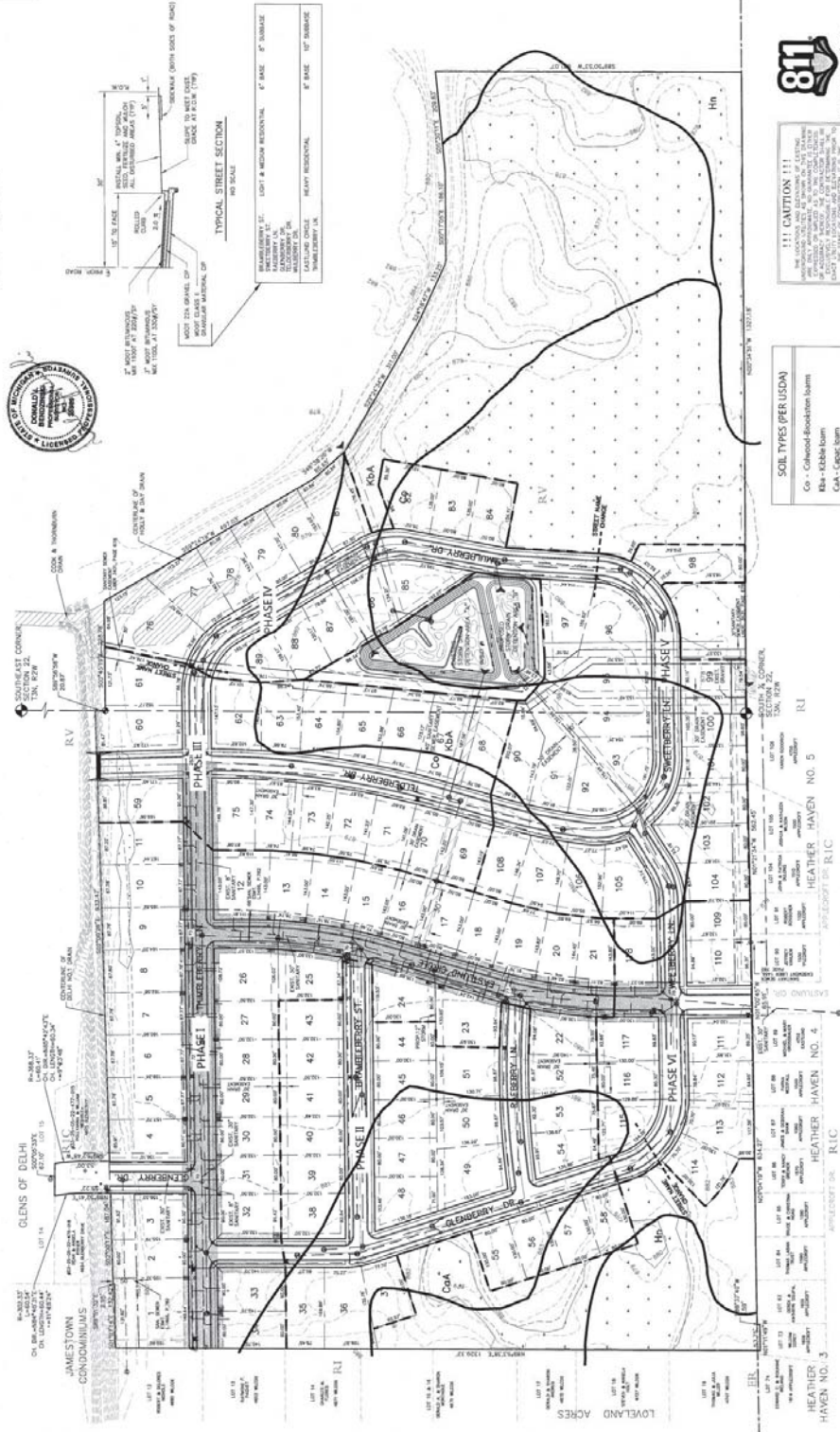
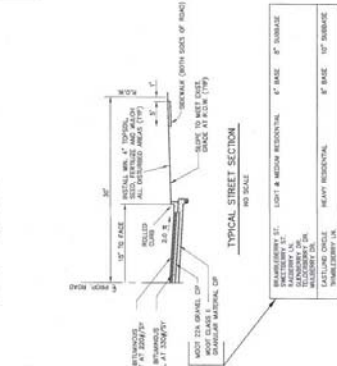
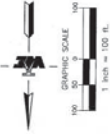
COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

PRELIMINARY PLAT OF BERRY FARMS

PART OF THE SOUTHEAST 1/4 OF SECTION 22 & PART OF
THE NORTHEAST 1/4 OF SECTION 27, T3N, R2W, DELHI
TOWNSHIP, INGHAM COUNTY, MICHIGAN

PROPRIETOR:
RA BERRY HOLDINGS LLC
312 EAST MAIN STREET
EATON RAPIDS, MICHIGAN 48827
PHONE: 517-420-2878

SURVEYOR:
WOLVERINE ENGINEERS & SURVEYORS, INC.
312 EAST MAIN STREET
MASON, MICHIGAN 48854
PHONE: 517-676-8200



111 CAUTION 111
THE UNDERSIGNED IS A LICENSED SURVEYOR IN THE STATE OF MICHIGAN. I HAVE CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OF THE STATE OF MICHIGAN AND HAVE FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT. I HAVE ALSO CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OF THE STATE OF MICHIGAN AND HAVE FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT. I HAVE ALSO CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OF THE STATE OF MICHIGAN AND HAVE FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

SOIL TYPES (PER LOT)
Co - Cohesive-Nonclayey loam
Ba - Koble loam
Ca - Caput loam
Hr - Houghton Muck

SECTION 22 & 27, DELHI TOWNSHIP
INGHAM COUNTY, MICHIGAN
PRELIMINARY PLAT - TOPOGRAPHY AND UTILITY PLAN

DATE: 07/02/2018
DRAWN BY: D.B.
CHECKED BY: D.B.
SCALE: 1" = 100'
SHEET: 2 OF 2

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 –

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated April 9, 2019 as submitted.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

INGHAM COUNTY ROAD DEPARTMENT

DATE April 9, 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP	SECTION
2019-088	MERIDIAN TWP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2019-091	IC DRAIN COMM/SME	SOIL BORINGS	DEXTER TRAIL & GRIMES RD	WHITE OAK	MULTIPLE
2019-092	MDOT	TRAFFIC STUDIES	VARIOUS	VARIOUS	
2019-093	CONSUMERS ENERGY	GAS	STONEHURST AVE	DELHI	23
2019-094	COMCAST	CABLE	ENGLISH OAK/SPANISH OAK	DELHI	2
2019-096	TROY PARMALEE	LAND DIVISION	LOVEJOY RD/BOUTELL RD	LOCKE	
2019-097	ZMITKO FARMS	AGRICULTURAL	VARIOUS	AURELIUS	
2019-100	PAUL WEBER	LAND DIVISION	ZIMMER RD/SHERWOOD RD	WILLIAMSTOWN	1
2019-077	CONSUMERS ENERGY	GAS	LAKE LANSING RD/SKYLINE DR	MERIDIAN	5
2019-101	IC DRAIN COMM	UTIL/BLANKET	VARIOUS	VARIOUS	
2019-104	CONSUMERS ENERGY	GAS	CHESTER RD/HOPKINS AVE	LANSING	11
2019-102	CONSUMERS ENERGY	GAS	COLUMBIA RD/AURELIUS RD	AURELIUS	21
2019-103	CONSUMERS ENERGY	GAS	HERRON RD/PIONEER TRL	MERIDIAN	21
2019-105	CONSUMERS ENERGY	GAS	KIMBERLY DR/HOPKINS AVE	LANSING	11
2019-106	AT&T	CABLE-UG	MARSH/CENTRAL PARK	MERIDIAN	22
2019-107	INGHAM TOWNSHIP	SPECIAL EVENT	VARIOUS	INGHAM	
2019-115	CONSUMERS ENERGY	GAS	RIDGELINE DR/HAYFORD	LANSING	11
2019-116	CONSUMERS ENERGY	GAS	WILLOW ST/MORRIS AVE	LANSING	7

2019-114	COMCAST	CABLE / UG, OH	HAGADORN RD & ATRIUM DR	ALAIEDON	5, 6
2019-120	CONSUMERS ENERGY	ELECTRIC / UG	HARPER RD & DART RD	ALAIEDON	30
2019-121	DELHI TOWNSHIP	MANHOLE	HOLT RD & CEDAR ST	DELHI	14
2019-122	DELHI TOWNSHIP	MANHOLE	MCCUE RD & GUNN RD	DELHI	21
2019-125	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2019-126	AT & T	CABLE / UG	MARSH RD & CENTRAL PARK	MERIDIAN	15
2019-127	RIETH-RILEY	DETOUR	VARIOUS	LANSING	
2019-128	MSUFCU	COMM DRIVE	CEDAR ST & FAY AVE	DELHI	15
2019-132	LEROY TOWNSHIP	SPECIAL EVENT	VARIOUS	LEROY	
2019-133	COMCAST	CABLE / UG, OH	JOLLY OAK & JOLLY RD	MERIDIAN	33

MANAGING DIRECTOR: _____

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT INGHAM COUNTY OCCUPATIONAL ILLNESS
AND INJURY REPORTING POLICY**

RESOLUTION # 19 –

WHEREAS, even in the safest workplaces, illness and injuries can still happen; and

WHEREAS, in order to ensure consistent, timely, and proper reporting and care for staff that experience a workplace illness and/or injury, the attached policy has been developed; and

WHEREAS, the HR Director recommends that the Ingham County Board of Commissioners adopt the Ingham County Occupational Illness and Injury Reporting Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize adoption of the Ingham County Occupational Illness and Injury Reporting Policy.

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

Nays: None **Absent:** None **Approved 04/23/2019**

Occupational Illness & Injury Reporting

Approved: XXX, XX XXXX
Resolution No. XX-XXX

A. Introduction

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

B. Guidelines

1. Before an Illness/Injury

- a. Follow any established safe working practices.
- b. Discuss any unsafe working conditions with your supervisor.

2. After an Illness/Injury - Employees

- a. Notify your supervisor immediately.
 - i. Report all illness/injury to your supervisor, no matter how minor or temporary they may seem to be. Incidents that have the potential to result in emotional/psychological trauma should always be reported.
 - ii. If you witness an illness/injury that prevents a coworker from moving or speaking, immediately inform your supervisor.
- b. Work with your supervisor to determine what kind of care you need for your illness/injury.
- c. If needed, seek medical attention.
 - i. The County has partnered with Sparrow Occupational Health for treatment of employee illness/injury. A list of Sparrow locations for care is included on the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B). Phone numbers are also included on this form.
 - ii. For emergencies, call 911 and go to the Sparrow Hospital Emergency Room (or nearest emergency room) by ambulance.
 - Examples of emergencies can include blood loss, heart attack, blunt force trauma to the head, severe burns, and electric shock.

- iii. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place Monday through Friday between the hours of 7am and 4:30pm, go immediately to Sparrow Occupational Health Services for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
- iv. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place outside of normal business hours, go immediately to Sparrow Hospital Emergency Room for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
- v. For non-emergencies that take place Monday through Friday between the hours of 7am and 4:30pm, call Sparrow Occupational Health Services to schedule an appointment. This office also accepts walk-in appointments, but calling ahead ensures you will be seen in a timely manner.
- vi. For non-emergencies that take place outside of normal business hours, multiple Sparrow Urgent Care offices are available to provide care until 8pm Monday through Friday and from 8am to 8pm on weekends and holidays.
- d. Once any needed medical attention has been received, work with your supervisor to complete any required paperwork, including the Ingham County Employee Incident Report (Attachment A).
- e. If you are provided with any paperwork to return to your employer, ensure this is given to your supervisor as soon as you return to work.
 - i. This paperwork will also specify any work restrictions you may have been placed on.
- f. If you were treated in an emergency room or urgent care, make a follow-up appointment with Sparrow Occupational Health Services as soon as possible following your initial treatment. Sparrow Occupational Health Services will determine any necessary plan for follow-up treatment.
 - i. In order to ensure follow-up care is covered under Workers' Compensation, it must be coordinated by Sparrow Occupational Health for the first 28 days following the initial onset of injury/illness.
- g. Attend any scheduled follow-up visits as directed by Sparrow. Keep your supervisor and the Human Resources (HR) Benefits/Leave Analyst up to date on your recovery progress by providing them with any additional paperwork you receive during your follow-up visits.

3. After an Illness/Injury - Supervisors

- a. As soon as an employee illness/injury is reported to you, ensure that the employee receives any necessary care.
 - i. If an employee is sent to a Sparrow facility for care, the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B) should be completed and sent with the employee.
- b. If the employee needs emergency care, supervisors (or their designee) should meet at or accompany the employee to the hospital. If at all possible, the supervisor should remain with the employee until their emergency contact has been notified, the employee is released, or they are directed to leave by

the employee. Update the HR Benefits/Leave Analyst on the employee's condition as soon as possible.

- c. Time spent for initial treatment for the illness/injury on the day an employee is sent for care is to be recorded as regular hours worked on their time card. Any additional time/days off taken by the employee for follow-up care and/or recuperation should be taken as sick leave (or annual leave if sick leave bank is exhausted) pending evaluation of any claim for wage loss benefits.
- d. If the employee requires any follow-up care in response to emotional/psychological trauma they have experienced, the County partners with the Sparrow CARES program to provide employees with short-term counseling and other resources. Please contact Sparrow CARES at 517-364-2626 to schedule an appointment.
 - i. If your employee needs to talk with someone immediately and CARES is unavailable, the following organizations provide phone crisis intervention services at no cost:
 - The Listening Ear provides service from 2pm to 2am daily. Their phone number is 517-337-1717.
 - The Substance Abuse and Mental Health Services Administration (SAMHSA) provides service and information on how to access other resources 24 hours a day, 7 days a week. Their phone number is 1-800-662-HELP (4357).
 - The National Suicide Prevention Lifeline provides service 24 hours a day, 7 days a week. Their phone number is 1-800-273-TALK (8255).
- e. Complete an Ingham County Employee Incident Report (Attachment A) and send it to the HR Benefits/Leave Analyst as soon as possible. If accompanying the employee for emergency care, designate another employee to complete the report.
 - i. If the employee is available to complete and sign the report, have them do so.
 - ii. Reports should be received with 24 hours of the incident, except in the event of a fatality or a Michigan Occupational Safety & Health Administration (MIOSHA) reportable illness/injury (in-patient hospitalization, loss of an eye, amputation). Turning in reports in a timely manner is crucial for ensuring employees receive appropriate care. It also ensures that any corrective action which can be taken to reduce the risk of future incidents is made as soon as possible.
 - iii. If the employee refuses medical care that appears to be necessary, document that refusal on the report.
 - iv. Any corrective action that should be taken to remove or reduce the threat of employee illness/injury should be taken and documented.

C. MIOSHA Serious Incident Reporting

1. If a work-related incident involves an amputation (even the loss of a fingertip), loss of an eye, and/or an in-patient hospitalization, the County is required to report that incident to MIOSHA within 24 hours of the incident.
2. If a work-related incident involves a fatality, the County is required to report that incident to MIOSHA within 8 hours of the incident.

3. MIOSHA Serious Incident Reporting Guidelines

- a. During Business Hours** (Monday-Friday, 8am to 5pm): If an incident involving a fatality or one of the injuries listed above takes place during business hours, the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report.
 - i.** In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327.
 - ii.** If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.
- b. After Business Hours:** If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report.
 - i. Amputation, Loss of an Eye, and/or In-Patient Hospitalization:** Call the MIOSHA Injury Report Line at 844-464-6742.
 - ii. Fatality:** Call the MIOSHA Fatality Report Line at 800-858-0397.
 - iii.** Department Heads (and their designees) will be trained on MIOSHA injury reporting protocol and requirements. See the MIOSHA Serious Incident Reporting Guidelines (Attachment #3) for guidance on questions that may be asked by MIOSHA when a serious incident reporting call is made.
 - iv.** The HR Benefits/Leave Analyst should be given a completed Employee Incident Report by the Department Head (or their designee)/supervisor as well as a summary of the report made to MIOSHA via email as soon as possible.

D. Attachments

- **Attachment #1:** Ingham County Employee Incident Report
- **Attachment #2:** Sparrow Occupational Health Services Authorization for Work Related Injury Care
- **Attachment #3:** MIOSHA Serious Incident Reporting Guidelines

Ingham County Employee Incident Report

For Reporting Work-Related Injuries/Illnesses

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

Employee Name:			
Employee #:		Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male	
Job Title:		Department:	
Home Address (Street, City, State, Zip):			
Home/Cell #:		Work #:	
Date of Birth:	Date of Hire:		Date of Incident:
Location of Incident:		Time of Incident: <input type="checkbox"/> AM <input type="checkbox"/> PM	
Time Shift Began: <input type="checkbox"/> AM <input type="checkbox"/> PM		Nature of Injury (i.e. burn, cut, strain):	
Body Part(s) Injured (i.e. right arm, left leg):			
Explain How Incident Happened (attach additional documents if needed, list device type/brand for BBP exposures):			
Name/Phone Number of Witnesses (if any):			
Medical Treatment Received: <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of Treatment:	
Treatment Location: <input type="checkbox"/> Sparrow ER <input type="checkbox"/> Sparrow Occupational Health <input type="checkbox"/> Sparrow Urgent Care			
Date Employee Reported Incident:		Employee Have Second Employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Supervisor's Name:		Supervisor's Work #:	
Supervisor's Signature:			
Form Completed By:			Date Completed:

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



OCCUPATIONAL HEALTH SERVICES
AUTHORIZATION FOR WORK RELATED INJURY CARE

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

EMPLOYEE INFORMATION:

Patient's Name: _____ Date of Birth: _____

Authorizing Company: _____ Social Security #: _____

INJURY INFORMATION:

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

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

Description of Injury: _____

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

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

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

Lab Based Urine Drug Test:

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

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

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

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

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

Supervisor Signature: _____

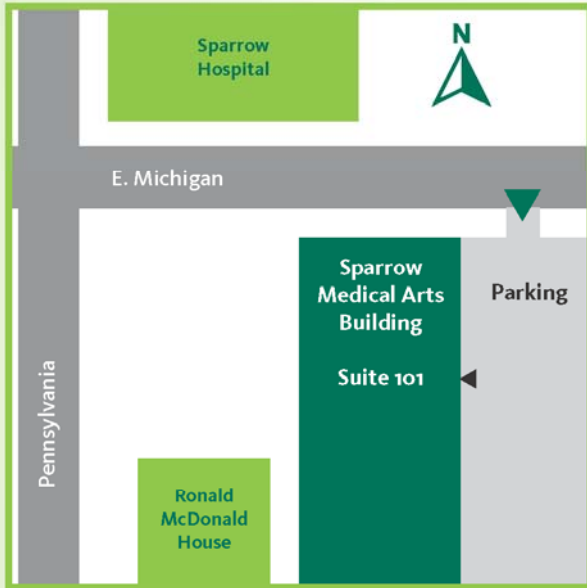
Printed Name: _____ Date: _____

Contact Phone Number: _____ Contact Email: _____

Sparrow Occupational Health

All injuries

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



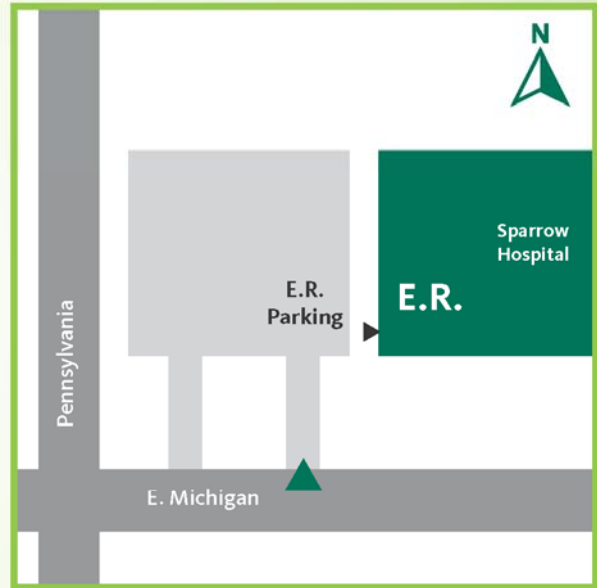
Sparrow Occupational Health Services Clinic

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

Sparrow Emergency

All emergencies and any injuries

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



Sparrow Hospital Emergency Room

1215 E. Michigan Avenue, Lansing
517.364.1000

Sparrow Urgent Care

Injuries when Occupational Health Services is closed

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

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



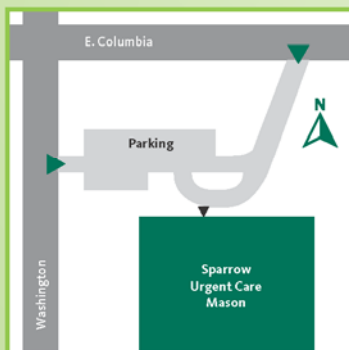
Sparrow Urgent Care East Lansing

2682 E. Grand River Avenue
517.333.6562



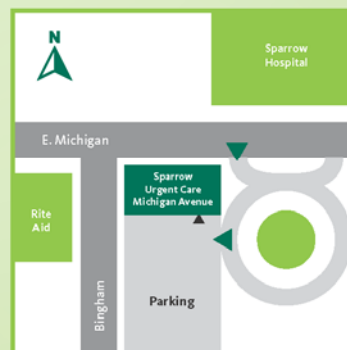
Sparrow Urgent Care Grand Ledge

1015 Charlevoix Drive
517.627.0100



Sparrow Urgent Care Mason

800 E. Columbia Street
517.244.8900



Sparrow Urgent Care Michigan Avenue

1120 E. Michigan Avenue
517.364.9790

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

MIOSHA Serious Incident Reporting Guidelines

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

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

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

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

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

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A SICK LEAVE DONATION POLICY

RESOLUTION # 19 –

WHEREAS, the ability of Ingham County employees to donate and/or receive donated sick leave time during otherwise unpaid leaves of absence previously varied based on provisions of each collective bargaining agreement or personnel manual on issues such as the number of hours employees may donate, who authorizes the donation process, and which of their coworkers employees are eligible to donate to; and

WHEREAS, in an attempt to provide consistency and equity across County employment for the donation process, the Human Resources (HR) Department proposed a uniform policy which establishes county-wide standards for sick leave donations; and

WHEREAS, the Ingham County Board of Commissioners and all collective bargaining units have ratified this uniform policy during recent contract negotiations and the Ingham County Board of Commissioners has approved this uniform policy for inclusion in the revised 2019 Managerial and Confidential Personnel Manual; and

WHEREAS, the Human Resources Director recommends that the Ingham County Board of Commissioners adopt a Sick Leave Donation Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Sick Leave Donation Policy.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

Sick Leave Donation Policy

Approved: XXX, XX XXXX
Resolution No. XX-XXX

A. Introduction

Ingham County places a great deal of importance on work attendance by employees and does provide for absences due to illness of the employee or an immediate family member. However, the County recognizes that there are times when unforeseen events happen when employees need assistance from their fellow employees due to FMLA qualifying events that result in need for sick leave (or leave time for employees of the Road Department) donations from other employees.

B. Guidelines

1. To be eligible to accept sick leave donations an employee:

- a.** Must not be on probation.
- b.** Must have an FMLA qualifying event that would cover the employee or the employee's FMLA covered family members.
- c.** Must have exhausted all forms of compensation as listed in their collective bargaining agreement.
- d.** May be on collective bargaining unit or employment manual special leave due to exhaustion of FMLA.
- e.** Must make a request for sick leave donations to their immediate supervisor.

2. To be eligible to donate sick time an employee:

- a.** Must not be on probationary status.
- b.** Must have at least 80 hours of sick leave in their accrual bank.
- c.** Must respond to request for sick leave donation by the posted deadline.

3. Sick Leave Donations

- a.** Employees who are eligible to donate sick leave may donate up to 40 hours of sick leave in a calendar year to a maximum of 3 people.

- b.** Sick leave donations can be made to any Ingham County employee regardless of department or collective bargaining unit affiliation.
- c.** Sick leave donations will not affect the donating employee's option to participate in annual sick leave buy out.
- d.** Employees must respond to requests for sick leave donations by the posted deadline in order to donate.
- e.** Employees may only make 1 sick leave donation request for each FMLA qualifying event which will result in an extended absence from work.
- f.** The employee will not earn any accruals while receiving sick leave donations.

4. Sick Leave Donation Process

- a.** An employee with a FMLA qualifying event who has exhausted all forms of compensation makes a request for sick leave donations to their immediate supervisor.
- b.** The supervisor contacts Human Resources (HR) with the sick leave donation request.
- c.** HR will verify that the employee is eligible to request sick leave donations.
- d.** Once verified HR will send out a sick leave donation request to all Ingham County employees. The request will include the following information:
 - i.** Employee name
 - ii.** Department
 - iii.** Collective bargaining unit (if any)
 - iv.** Deadline to donate
- e.** All requests for sick leave donations will be open for 3 weeks; no sick leave donations will be accepted after the posted deadline.
- f.** Employees who wish to donate their sick leave must respond to HR by the posted deadline with the name of the employee they wish to donate to and the number of sick leave hours they are donating.
- g.** HR will verify that employees who have donated are eligible to donate sick leave.
- h.** Sick leave donations will be utilized on a first come, first donated basis.
- i.** All sick leave donations received will be placed into the requesting employee's sick leave accrual bank for their use, if there is a balance upon the employee's return to work, those hours will be placed in a County-wide sick leave donation bank.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ADJUSTING COMPENSATION FOR VARIOUS APPOINTED
BOARDS AND COMMISSIONS**

RESOLUTION # 19 –

WHEREAS, the Board of Commissioners has established per diems and other forms of compensation for various appointed Ingham County boards and commissions; and

WHEREAS, these payments have not been adjusted in several years.

THEREFORE BE IT RESOLVED, that effective May 1, 2019, the Ingham County Board of Commissioners hereby establishes a per diem to members of the following Ingham County boards and commissions at \$75:

Board of Election Commissioners
Department of Human Services Board
Fair Board
Jury Board
Parks and Recreation Commission
Veterans Affairs Committee

BE IT FURTHER RESOLVED, that the per diem, per drainage board, is established at \$25 which is the maximum provided by statute.

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING COMPENSATION FOR THE
INGHAM COUNTY BOARD OF CANVASSERS**

RESOLUTION # 19 –

WHEREAS, the Ingham County Board of Canvassers is a four-member body that is responsible for canvassing and certifying primaries and elections held in the county, conducting recounts, inspecting ballot containers, and other duties; and

WHEREAS, effective March 28, 2019, Public Act 614 of 2018 requires the County Board of Commissioners to consult with the County Clerk to determine compensation for the County Board of Canvassers and any assistants employed by the County Board of Canvassers; and

WHEREAS, the Ingham County Board of Canvassers were previously compensated at \$60.00 per meeting; and

WHEREAS, the Ingham County Clerk is recommending that the following compensation plan be adopted for members/assistants of the Ingham County Board of Canvassers:

- The rate of pay for Canvassers will be \$15.00 per hour.
- The rate of pay for Assistants will be \$13.00 per hour.
- No meals will be provided or reimbursed by the County unless it is due to an out of area training that was previously approved by the Ingham County Clerk.
- Compensation would only be rendered for:
 - Meetings of the Ingham County Board of Canvassers for which there is quorum and the canvasser/assistant participates
 - Non-County facilitated training opportunities if approved by the Ingham County Clerk
- Mileage will only be reimbursed for business travel between meeting locations (e.g., when canvassers travel to multiple municipalities for ballot container certification) or outside trainings previously approved by the Ingham County Clerk.

THEREFORE, BE IT RESOLVED, that the compensation plan, as recommended above, be adopted.

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

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HUNTINGTON NATIONAL BANK
FOR THE FINANCING OF A VACTOR TRUCK**

RESOLUTION # 19 –

WHEREAS, the Drain Commissioner currently uses a Vactor Truck to clean storm drains; and

WHEREAS, the Drain Commissioner has determined that it is more cost-effective to purchase a new Vactor Truck rather than continue costly repairs on the current 2007 Vactor Truck; and

WHEREAS, the new Vactor Truck has been priced at \$445,584.80, with a \$98,214.08 first payment due in 2020 leaving a principal balance of \$362,208.69; and

WHEREAS, the Purchasing Department has agreed with the financing of the Vactor Truck through an Installment Purchase Agreement with Huntington National Bank at 3.33% interest per annum; and

WHEREAS, the payments to Huntington National Bank shall be over a five-year period with the final payment due in 2024 in the amount of \$98,214.08 per annum which includes both principal and interest; and

WHEREAS, the estimated life expectancy for the new Vactor Truck is ten (10) years, costs associated with the purchase of the truck are expected to be recaptured within five (5) years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new Vactor Truck for the Drain Commissioner's Office, priced at \$445,584.80 and a \$98,214.08 initial payment leaving \$362,208.69 to be paid through an Installment Purchase Agreement with Huntington National Bank at 3.33% per annum interest, with five payments of \$98,214.08 per annum which includes both principal and interest.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Maiville
Nays: Schafer **Absent:** Tennis **Approved 04/24/2019**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO AN AGREEMENT FOR LOCAL AND LONG DISTANCE
PHONE SERVICES FROM GRANITE**

RESOLUTION # 19 –

WHEREAS, the current Ingham County local and long distance telephone contract with AT&T expires in May 2019; and

WHEREAS, currently Ingham County pays approximately \$37,000.00 per year for local and long distance service; and

WHEREAS, Ingham County will pay \$30,000.00 per year for long distance calls under the new agreement, recognizing a savings of an estimated \$7,000.00 over current rates; and

WHEREAS, Innovation & Technology is recommending we purchase local and long-distance phone services from Granite for period of 3 years for an estimated total cost of \$90,000.00.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the local and long distance phone service from Granite not to exceed \$90,000.00 for a period of 3 years.

BE IT FURTHER RESOLVED, that the total cost will be spread to various departments based on usage as per current practice.

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

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

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF DARK FIBER FROM ZAYO GROUP

RESOLUTION # 19 –

WHEREAS, Ingham County's Public Defender's office is moving to a new location; and

WHEREAS, there is a need for data network connectivity back to the County's network; and

WHEREAS, a dark fiber solution has been determined to meet all data connectivity needs while providing the best price for performance; and

WHEREAS, the MDIC grant for the Public Defender's office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of dark fiber from Zayo Group in an amount not to exceed \$105,000.00.

BE IT FURTHER RESOLVED, the installation cost will be paid from the Public Defender's Leasehold Improvements fund (26028200-977000) and the recurring monthly fees will be paid from the Public Defender's Telephone fund (26028200-921050).

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

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

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF CISCO NETWORKING EQUIPMENT

RESOLUTION # 19 –

WHEREAS, Ingham County's Public Defender's office is moving to a new location; and

WHEREAS, there is a need for data network connectivity back to the County's network; and

WHEREAS, network switches and wireless access points are needed to facilitate this connectivity; and

WHEREAS, the MDIC grant for the Public Defender's office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of network switches, wireless access points, and associated software licenses from Sentinel Technologies, Inc. in an amount not to exceed \$22,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Public Defender's Office Equipment/Furniture fund (26028200-979000).

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

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

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TOWER PINKSTER TO PROVIDE
ENGINEERING SERVICES FOR BOTH THE FIRE SUPPRESSION AND HUMIDIFICATION
SYSTEMS FOR THE FILE STORAGE AND ELECTION ROOMS IN THE HILLIARD BUILDING**

RESOLUTION # 19 –

WHEREAS, the rooms at the Hilliard Building that the circuit court files and election documents are stored are in are in need of fire suppression and humidification systems; and

WHEREAS, it is the recommendation of the Facilities Departments to enter into an agreement with Tower Pinkster, a registered vendor who submitted the lowest responsive and responsible proposal of \$8,500.00 for engineering services for the fire suppression and humidification systems; and

WHEREAS, funds for this project are available within the approved CIP Line Item 664-13099-979000-8FC27 which has a current balance of \$257,324.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Tower Pinkster, 242 E. Kalamazoo Ave Ste. 200, Kalamazoo, Michigan, 49007, for the engineering services for the fire suppression and humidification systems at the Hilliard Building for an amount not to exceed \$8,500.00.

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

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WGI MICHIGAN INC. FOR
ARCHITECTURAL & ENGINEERING SERVICES FOR TUCK POINTING
THE FRONT TERRACE OF THE HILLIARD BUILDING**

RESOLUTION # 19 –

WHEREAS, the brick around the front terrace of the Hilliard Building is deteriorating and is in need of repairs;
and

WHEREAS, it is the recommendation of Facilities Departments to enter into an agreement with WGI Michigan Inc., who submitted the lowest responsive and responsible proposal of \$24,100.00, for the architectural and engineering services; and

WHEREAS, funds for this project are available within the approved CIP Line Item 245-90210-976000-9F16 which has an available balance of \$80,000.00 for tuck pointing the Hilliard Building front terrace.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with WGI Michigan INC., 5136 Lovers Lane Kalamazoo, Michigan 49002, for the architectural and engineering services for tuck pointing the front terrace of the Hilliard Building for an amount not to exceed \$24,100.00.

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

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-082 TO APPROVE PROCEEDING
TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS**

RESOLUTION # 19 –

WHEREAS, Resolution #19-082 approved closing permanent conservation easement deeds on the Bergeon Property at a price not to exceed \$251,000.00; and

WHEREAS, an acreage discrepancy was discovered through the appraisal process in which the Road Right of Way was subtracted from the total protected area; and

WHEREAS, the per acre value was determined to be \$3423.00 through the state certified appraisal process, and WHEREAS, the correct acreage should be 75.3 at a price per acre of \$3423.00, which yields an easement value of \$257,752.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve proceeding to close on the Bergeon property at a price not to exceed \$257,752.00.

BE IT FURTHER RESOLVED, that the County 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 and the FOSP Board Director is authorized to sign all nonessential documents.

BE IT FURTHER RESOLVED, that all others in Resolution #19-082 remain unchanged.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS WITH
RIETH-RILEY CONSTRUCTION COMPANY, INC.
FOR ITEMS I & II OF BID PACKET #37-19**

AND

**MICHIGAN PAVING & MATERIALS COMPANY
FOR ITEM III OF BID PACKET #37-19**

RECYCLING & RESURFACING OF VARIOUS COUNTY PRIMARY AND LOCAL ROADS

RESOLUTION # 19 –

WHEREAS, the Road Department has determined that pavement recycling, asphalt resurfacing and repairs are needed on the various county primary and local roads listed below, due to normal deterioration over time; and

WHEREAS, the cost for the primary road projects listed below is/will be budgeted in the 2019 Road Fund Budget, which will be supplemented per a separate future resolution to adjust the 2019 Road Fund Budget to recognize approximately \$2,905,000 in additional state revenue provided per Michigan Public Acts 207 and 618, both of 2018; and

WHEREAS, per Resolution 18-335 adopted by the Board of Commissioners on August 28, 2018, the Road department was also awarded a Michigan Department of environmental Quality (MDEQ) Scrap Tire Market Development Grant of \$500,000 for incorporating post-consumer scrap tires into asphalt paving mixtures, of which \$110,00 of this grant is being used to fund a sub-contract with Michigan State University to research and develop the special asphalt mixture, leaving \$390,000 of said grant to offset costs for test strip placement on Central Park Drive, Okemos Road to Grand River Avenue, which is one of the projects listed below for bid approval; and

WHEREAS, Towner Road, Saginaw Highway (BL 69) to Marsh Road, indicated below under Item I, and the roads listed below under Item III are local roads which will be funded through the 2019 Local Road Program per agreements expected to be executed with Meridian and Lansing Townships respectively per resolutions that will be submitted for approval by the Board of Commissioners after final township approval of these respective bids; and

WHEREAS, the Ingham County Purchasing Department solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet # 37-19, Items I, II, and III; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidders' proposals met all necessary qualifications, specifications and requirements; and

WHEREAS, Rieth-Riley Construction Company, Inc. of Lansing, MI, submitted the lowest responsive and responsible bids for Items I & II and Michigan Paving & Materials Company, of Lansing, MI, submitted the lowest responsive and responsible bid for Item III as follows:

Item I: Low Bid--\$ 1,232,111.13

Recycling and resurfacing of:

Lake Lansing Road, Lac Du Mont Drive to Marsh Road--\$720,593.54 (included in above Item I total)

Towner Road, Saginaw Highway (BL 69) to Marsh Road--\$511,517.59 (included in above Item I total)

(Local Road in Meridian Township)

Item II: Low Bid--\$ 1,892,092.13

Recycling and resurfacing of:

Dell Road, Aurelius Road to College Road

Central Park Drive, Okemos Road to Grand River Avenue

Newman Road, Marsh Road to Central Park Drive

Item III: Low Bid--\$ 412,382.00

Recycling and resurfacing of:

Kerry Street, Lake Lansing Road to Lansing City Limits

Hopkins Avenue, Downer Avenue to Chester Road

Fitting Avenue, Saginaw Street to Macon Avenue

and;

WHEREAS, a contingency is being requested in the amount of 10% of the low bid costs for each of the Items in Bid Packet #37-19, totaling \$312,420.33 for Items I & II and \$41,238.20 for Item III, as may be needed for any additional work deemed necessary by Road Department staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Rieth-Riley Construction Company, Inc. for Items I & II and entering into a contract with Michigan Paving & Materials Company, for Item III, both of which contracts will include the recycling, resurfacing and related work as specified in the Ingham County Road Department's Bid Packet # 37-19 for the low bid costs shown above with a 10% requested contingency for a contract total of \$3,436,623.59 for Rieth-Riley Construction Company, Inc. and \$453,620.20 for Michigan Paving & Materials Company, subject to final approval of Meridian and Lansing Townships respectively of the above bids on their respective local roads.

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

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
2019 SEASONAL REQUIREMENT OF SLAG AND CRUSHED NATURAL AGGREGATES**

RESOLUTION # 19 –

WHEREAS, the Road Department plans to purchase approximately 13,000 tons of 29A and 3/8's x #4, Blast furnace Slag and Crushed Natural Aggregates that meet or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates, for use in road chip-sealing and various other road maintenance operations; and

WHEREAS, the Road Department adopted 2019 budget includes controllable expenditures and funds, for these materials and other maintenance material purchases; and

WHEREAS, bids for 29A and 3/8's x #4 blast furnace slag and natural aggregate were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #49-19, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchases on an as-needed, unit price per ton basis; and

WHEREAS, a blanket PO shall be processed with materials delivered to the 3 Road Department locations based on availability of required material, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed \$400,000; and

WHEREAS, It is the recommendation of the Purchasing department and Road department to purchase 29A crushed natural aggregate from Sunrise Aggregates, 29A Blast furnace slag from Yellow Rose Transport Inc., 3/8's x #4 Blast furnace slag from Edward C. Levy Co., delivered to the Metro, Eastern and Western garages and to award the bids and purchase on an as-needed, unit price per ton basis; and

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bids, and authorizes the purchases on an as-needed, unit price per ton basis, based on availability of required material, with preference based on lowest qualifying bid unit price per ton and quality of material to:

1. Yellow Rose Transport,
 - A. 29A blast furnace slag @ \$29.00 a ton, with an estimated quantity of 3,000 ton delivered to the Western and Metro facilities.
 - B. 29A blast furnace slag @ \$29.95 a ton, with an estimated quantity of 8,000 ton delivered to the Eastern facility.
2. Edward C. Levy Co., 3/8's x #4 blast furnace slag @ 27.35 a ton, with an estimated quantity of 1000 ton delivered to the Eastern facility.
3. Sunrise Aggregates, 29A crushed natural aggregate @ \$20.85 a ton, with an estimated quantity of a 1000 ton, delivered to the Western facility.

BE IT FURTHER RESOLVED, that the Road Department and Purchasing Department are hereby authorized to execute purchase orders with all three listed suppliers and purchase Slag and Crush natural aggregates as needed and budgeted.

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION SETTING ENGINEERING CHARGES
ON SPECIAL ASSESSMENT SUBDIVISION STREET RESURFACING PROJECTS**

RESOLUTION # 19 –

WHEREAS, Without either a special local millage or special assessment of the benefitting property owners, there is insufficient current road funding to offer complete recycling and resurfacing of subdivision streets for which many are, or will become, in need; and

WHEREAS, Delhi Township uses special assessment to fund major resurfacing of their subdivision streets; and

WHEREAS, Delhi Township has been administering special assessment districts (SAD's) for subdivision street resurfacing in Delhi Township for a number of years as prescribed for townships in Michigan Public Act 188 of 1954, (MCL 41.721 - 41.738) but has recently decided to no longer do this; and

WHEREAS, Michigan Public Act 246 of 1931 as amended (MCL 41.271 - 41.290) provides the means and methods for county road commissions to administer SAD's for road improvement; and

WHEREAS, Per Resolution 12-123, adopted April 24, 2012, the Ingham County Board of Commissioners took over the powers and duties of the former Road Commission, and thus the County Board will need to take over the various Board functions in the SAD process per PA 246 as well; and

WHEREAS, It is necessary to set a charge for engineering services on subdivision SAD projects which would be included in the special assessment as Road department engineering staff capacity may be, or become, insufficient if a number of subdivision SAD projects arise, in which case it may be necessary to outsource engineering on these projects to consulting engineering firms; and

WHEREAS, Although engineering costs typically fall within approximately 20-25% of actual construction costs on most typical road resurfacing project, actual engineering costs can vary considerably, which may create uncertainty in proposing, establishing, and administering SAD resurfacing projects; and

WHEREAS, the Road Department therefore recommends a straight percentage charge, of 20% of low bid amount, for engineering costs, which will be more predictable, consistent, transparent, fairer, and thus typically better received by the residents considering an SAD subdivision street resurfacing project, while also minimizing assessed costs to encourage residents to undertake such projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves setting a charge based on 20% of low bid amount for engineering and project administration costs on special assessment subdivision street resurfacing projects conducted by the Road department.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN
THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY
IN RELATION TO ROAD RESURFACING PROJECTS FOR
LAKE LANSING ROAD FROM HAGADORN ROAD TO SAGINAW HIGHWAY, HAGADORN
ROAD FROM LAKE LANSING ROAD TO ITS NORTHERN TERMINUS AT BIRCH ROW DRIVE,
AND BIRCH ROW DRIVE FROM HART STREET TO HAGADORN ROAD**

RESOLUTION # 19 –

WHEREAS, the Ingham County Road Department received federal funding to resurface Lake Lansing Road from Hagadorn Road to Saginaw Highway; and

WHEREAS, as part of the same project, the Ingham County Road Department intends to also resurface Hagadorn Road from Lake Lansing Road to its northern terminus at Birch Row Drive and Birch Row Drive from Hart Street to Hagadorn Road, using Road Department funds and Meridian Township matching funds; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with the State of Michigan/MDOT consistent with the requirement for state and federal funding requirements; and

WHEREAS, a subsequent third party agreement will be forthcoming to define and secure the Meridian Township matching funds; and

WHEREAS, the estimated costs for the project is as follows:

Urban Surface Transportation Program:	\$ 676,704
Urban STP Local Match:	\$ 284,396
Transportation Alternatives Program (TAP):	\$ 159,026
TAP Local Match:	\$ 70,974
ICRD funds for Hagadorn Road & Birch Row	<u>\$ 341,500</u>
	\$ 1,532,600

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract No. 19-5150 with the State of Michigan/MDOT to effect resurfacing of Lake Lansing Road from Hagadorn Road to Saginaw Highway, Hagadorn Road from Lake Lansing Road to its northern terminus at Birch Row Drive, and Birch Row Drive from Hart Street to Hagadorn Road. All for a total estimated cost of \$1,532,600, which consists of \$159,026 of federal TAP funding, \$452,920 of 2019 federal Urban STP funding, \$223,784 of 2020 federal Urban STP funding, and \$696,870 of Ingham County Road Department and township matching funds.

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

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE MANAGERIAL AND CONFIDENTIAL EMPLOYEE
RECLASSIFICATION LEVELS**

RESOLUTION # 19 –

WHEREAS, the Human Resources Department made a call for standard and customary reclassification requests from Managerial and Confidential employees in 2018; and

WHEREAS, all reclassification requests were processed in a manner consistent with the provisions of the Managerial and Confidential Personnel Manual and in a manner consistent with past practice; and

WHEREAS, the Human Resources Department has completed an objective review of all reclassification requests submitted by Managerial and Confidential Employees; and

WHEREAS, the financial impact associated with the proposed reclassifications is as follows:

<u>Position Title</u>	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	<u>Difference</u>
Deputy Court Administrator	MC 12: 88,344.89	MC 13: 94,510.67	6,165.78
Comm. Health Ctr. Supv./Mgr.	MC 10: 76,191.07	MC 11: 78,613.66	2,422.59
Account Clerk – Parks	MC 02: 40,995.31	MC 04: 46,861.64	5,866.33
Executive Assistant – Parks	MC 05: 50,053.32	MC 07: 58,372.37	8,319.05
Clerical Services Supervisor	MC 08: 63,877.84	MC 10: 76,191.07	12,313.23
Chief Deputy Register of Deeds	MC 09: 69,671.99	MC 10: 76,191.07	6,519.08
Director of Parks	MC 13: 94,510.67	MC 14: 101,825.79	7,315.12
TOTAL:			48,921.08

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the following changes in Appendix D – Compensation Levels of the managerial and Confidential Employee Personnel Manual:

<u>Position Number</u>	<u>Position Title</u>	<u>Action</u>
130016	Deputy Court Administrator	Move from MC 12 to MC 13
601297; 601197; 601376; and 601228	Community Health Center Supervisor	Move from MC 10 to MC 11; Retitle as Community Health Center Manager
759014	Account Clerk – Parks	Move from MC 02 to MC 04
759012	Executive Assistant – Parks	Move from MC 05 to MC 07; Retitle as Administrative Office Coordinator
130026	Clerical Services Supervisor	Move from MC 08 to MC 10
236002	Chief Deputy Register of Deeds	Move from MC 09 to MC 10
759001	Director of Parks	Move from MC 13 to MC 14

BE IT FURTHER RESOLVED, that the changes will be effective the first pay period following approval by the Board of Commissioners.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND PERSONNEL POLICY NO. 107: SPECIAL PART-TIME,
TEMPORARY OR SEASONAL EMPLOYEE SICK LEAVE POLICY**

RESOLUTION # 19 –

WHEREAS, the Paid Medical Leave Act (PMLA), 2018 PA 369, MCL 408.961 requires public and private employers who employ fifty (50) or more individuals to provide eligible employees with paid medical leave in accordance with its provisions; and

WHEREAS, Ingham County is a public employer subject to the requirements of the PMLA; and

WHEREAS, well prior to the enactment of the PMLA, the Ingham County Board of Commissioners approved adoption of Personnel Policy No. 107: Special Part-Time, Temporary or Seasonal Employee Sick Leave Policy in Resolution No. 16-052 on February 23, 2106; and

WHEREAS, Personnel Policy No. 107 provides for paid sick leave to classifications of employees similar to those included by provisions of the PMLA and not covered by a collective bargaining agreement but also differs in some respects from the requirements of the PMLA and therefore, it is proposed that Personnel Policy 107 be amended as noted in the attached proposed draft amended policy; and

WHEREAS, the Human Resources Director recommends that the Ingham County Board of Commissioners approves the attached proposed draft amended policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached proposed draft amended Personnel Policy No. 107: Special Part-Time, Temporary or seasonal Employee Sick Leave Policy.

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Special Part-Time, Temporary or Seasonal Employee Sick Leave Policy

Approved: February 23, 2016
Resolution No. 16-052

A. Purpose and Applicability

The purpose of this policy is to establish and administer paid sick leave to employees who meet the definition of “special part-time, temporary or seasonal worker”, and are not covered under a collective bargaining agreement.

B. Definitions

Temporary Employee - An employee who is hired for a period of less than one thousand five hundred and eight (1,508) hours in a twelve (12) month period and does not meet the definition of regular full-time or regular part-time employee as defined by a collective bargaining agreement. Temporary employees shall be scheduled to work an average of twenty-nine (29) hours or less per week.

Seasonal Employee - An employee who is hired for a position for a period of nine (9) months or less as defined below and that time period begins each calendar year in approximately the same part of the year, such as summer or winter. A seasonal employee may be scheduled on a full-time basis (40 hours per week), but must not work in excess of twenty-five (25) weeks per year. A seasonal employee may be scheduled on a part-time basis (no more than 29 hours per week), but must not work in excess of nine (9) months.

Special Part-Time Employees - An employee regularly scheduled to work nineteen (19) hours or less per week. These employees are not covered by the provisions of a collective bargaining agreement or employee personnel manual.

Excluded Employee – Employees in positions covered by a valid collective bargaining agreement; Intermittent Replacement, Casual Employees and Substitute Employees not regularly scheduled for work, but are called in to work on an as needed basis; Background Investigators working by assignment for 911;-Interns; Student Workers; Temporary Status Work Study. In addition, temporary workers who perform work for Ingham County but are employed by an outside agency are not covered by this policy.

C. Procedure

1. Paid Sick Leave:

Effective on the first pay period following approval of this policy or upon hire, employees covered by this policy will be provided two (2) hours of sick leave up to a maximum accumulation of forty (40) hours in a calendar year, under the following terms and conditions:

- a. Effective upon the date of hire, eligible employees, who have reportable hours in the pay period, will be provided two (2) hours of sick leave each pay period up to the maximum of forty (40) hours in a calendar year.
- b. Balances of credited sick leave will be maintained for each calendar year and a maximum of forty (40) hours will be carried over to the next calendar year.
- c. Any portion of the sick leave hours not taken with supervisory approval during the calendar year will be lost.
- d. Eligible employees under this policy that receive promotions into positions represented by a collective bargaining agreement or employee manual will carry over sick leave balances up to forty (40) hours provided under this program to the new position.
- e. Under no circumstances are eligible employees under this policy entitled to any payout for unused sick leave.

2. Use of Paid Sick Leave:

- a. Eligible employees shall be entitled to the use of paid sick leave only after it is credited each pay period.
- b. In order to use paid sick leave, an employee must comply with the Notification requirements provided for in Section 5 and the Documentation requirements provided for in Section 6 of this Policy.
- c. Paid sick Sick leave must be taken in no less than one (1) hour increments.
- d. A maximum of forty (40) hours of paid sick leave (or fewer, in accordance with the provisions of (e) or (f) below) may be used by the last reportable pay period in the calendar year.
- e. Sick leave may only be used in lieu of previously scheduled hours.
- f. Temporary Employees may not use sick leave so their weekly compensation exceeds twenty-nine (29) hours; Special Part-Time Employees may not use sick leave so their weekly compensation exceeds nineteen (19) hours; and Full-time Seasonal Employees may not use sick leave so their employment extends beyond twenty-five (25) weeks in any year. Part-time Seasonal Employees may not use sick leave so their employment extends beyond nine (9) months.

3. Pay Rate for Paid Sick Leave:

Sick leave will be paid at the employee's normal hourly rate at the time the leave is taken and the hours used shall not be included in the computation of overtime.

4. Reasons for Use of Paid Sick Leave:

Eligible Employees may only use paid sick leave for the following reasons:

- a. To treat the employee's own illness, injury, physical or mental health condition; or for preventative medical care for the employee; or for closure of their workplace due to declaration of a public health emergency.

- b. For the treatment of the employee's child's or spouse's illness, injury, physical or mental health condition; or preventative medical care; or for closure of the school or daycare of the employee's child due to declaration of a public health emergency.
- c. For the employee's treatment or services related to the employee's status as a victim in a family violence or sexual assault incident, for the medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to such family violence or sexual assault; to participate in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.
- d. Any other eligible reason as defined by the Paid Medical Leave Act, 2018 PA 369, MCL 408.961 *et seq.*

5. Notification:

The eligible employee or designee shall notify her/his supervisor either verbally or in writing as soon as s/he knows that paid sick leave is needed. This notification must be made no later than one (1) hour prior to the worker's scheduled start time or as soon as the need for use of paid sick leave is known by the employee. If the reason for the paid sick leave is foreseeable, the employee must provide at least seven (7) days advance notice to their supervisor, or if the leave is not foreseeable, the employee must provide as much notice as is practicable.

6. Documentation:

Documentation signed by a health care provider (or other relevant resource based upon the need for the leave) indicating the need for more than two (2) days of paid sick leave will be required by the employee's supervisor. When requested by the Employer, Employees are required to provide documentation within 3 days following use of paid sick leave.

7. Enforcement:

Violations of this policy may result in appropriate disciplinary measures.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2019 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS**

RESOLUTION # 19 –

WHEREAS, the Equalization Department has examined the assessment rolls of the 16 townships and five cities within Ingham County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2019 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 16 townships and five cities, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the foregoing process.

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Ingham as the equalized value of all taxable property, both real and personal, for each of the 16 townships and five cities in said County for real property values equalized at \$8,941,151,125 and personal property values equalized at \$671,281,104, for a total equalized value of real and personal property at \$9,612,432,229 pursuant to Section 211.34 MCL, 1948, as amended.

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING COUNTY REPRESENTATIVES
AT STATE TAX COMMISSION HEARINGS**

RESOLUTION # 19 –

WHEREAS, the State Tax Commission has by statute the responsibility to annually equalize all county equalization reports for the State of Michigan; and

WHEREAS, the State Equalization hearing date and issuance of final order is set for Tuesday, May 28, 2019; and

WHEREAS, under administrative procedures the State Tax Commission requires that each county designate the individuals selected to represent the County at said hearing.

THEREFORE BE IT RESOLVED, that William E. Fowler, Equalization Director, and Commissioners Randy Maiville, Thomas Morgan, and Randy Schafer, be and hereby are appointed to represent the County of Ingham at the preliminary meeting on Monday, May 13, 2019 and the Annual State Equalization Hearing on Tuesday, May 28, 2019, and any other dates as set by the State Tax Commission, in the matter of the 2019 equalization of assessments for Ingham County.

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2019 INGHAM COUNTY BUDGET

RESOLUTION # 19 –

WHEREAS, the Board of Commissioners adopted the 2019 Budget on October 23, 2018 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

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

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

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

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2019 BUDGET 03/11/19</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$86,167,265	50,523	\$86,217,788
201	Road	26,631,154	23,500	26,654,654
205	Animal Control Millage	487,830	(58,511)	429,319
215	Friend of Court	6,044,680	20,000	6,064,680
221	Health	20,516,715	7,000	20,523,715
228	Trails & Parks Millage	4,415,026	10,119,160	14,534,186
245	Public Improvements	690,480	1,322,666	2,013,146
261	9-1-1 Emergency Phone	8,609,642	459,123	9,068,765
561	Fair	1,134,599	214,500	1,563,599
595	Jail Commissary Fund	772,959	46,000	818,959
631	Building Authority Operating	4,087,877	153,932	4,241,809
636	Innovation & Technology	5,402,468	863,544	6,266,012
664	Mach. & Equip. Revolving	1,086,437	802,781	1,889,218

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

GENERAL FUND REVENUES

	<u>2019 Budget – 03/11/19</u>	<u>Proposed Changes</u>	<u>2019 Proposed Budget</u>
Tax Revenues			
County Property Tax	51,995,716	0	51,995,716
Property Tax Adjustments	(50,000)	0	(50,000)
Delinquent Real Property Tax	0	0	0
Unpaid Personally Property Tax	15,000	0	15,000
IFT/CFT	275,000	0	275,000
Trailer Fee Tax	15,000	0	15,000
Intergovernmental Transfers			
State Revenue Sharing	6,210,267	0	6,210,267
Convention/Tourism Tax - Liquor	1,409,713	0	1,409,713
Court Equity Funding	1,462,712	0	1,462,712
Personal Property Tax Replacement	750,000	0	750,000
Use of Fund Balance - Committed	0	0	0
Use of Fund Balance - Uncommitted	2,031,774	99,774	2,131,548
Department Generated Revenue			
Animal Control	1,258,447	(58,511)	1,199,936
Circuit Court - Family Division	1,277,769	0	1,277,769
Circuit Court - Friend of the Court	597,000	0	597,000
Circuit Court - General Trial	2,148,487	0	2,148,487
Controller	3,170	0	3,170
Cooperative Extension	2,500	0	2,500
County Clerk	618,850	0	618,850
District Court	2,254,348	0	2,254,348
Drain Commissioner/Drain Tax	445,500	0	445,500
Economic Development	63,037	0	63,037
Elections	75,550	0	75,550
Homeland Security/Emergency Ops	60,135	0	60,135
Equalization /Tax Mapping	10,100	0	10,100
Facilities	6,532	0	6,532
Financial Services	39,673	0	39,673
Health Department	120,000	0	120,000
Human Resources	52,649	0	52,649
Probate Court	277,178	0	277,178
Prosecuting Attorney	657,720	0	657,720
Purchasing	0	0	0
Register of Deeds	2,298,237	0	2,298,237
Remonumentation Grant	85,000	9,260	94,260
Sheriff	4,736,517	0	4,736,517
Treasurer	4,492,133	0	4,492,133
Tri-County Regional Planning	60,555	0	60,555
Veteran Affairs	410,996	0	410,996

Total General Fund Revenues	86,167,265	50,523	86,217,788
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GENERAL FUND EXPENDITURES

	<u>2019 Budget – 03/11/19</u>	<u>Proposed Changes</u>	<u>2019 Proposed Budget</u>
Board of Commissioners	618,642	0	618,642
Circuit Court - General Trial	9,167,583	0	9,167,583
District Court	3,309,520	0	3,309,520
Circuit Court - Friend of the Court	1,614,912	0	1,614,912
Jury Board	1,190	0	1,190
Probate Court	1,616,078	0	1,616,078
Circuit Court - Family Division	5,795,303	0	5,795,303
Jury Selection	171,910	0	171,910
Elections	289,560	0	289,560
Financial Services	824,457	0	824,457
County Attorney	474,525	0	474,525
County Clerk	1,153,296	0	1,153,296
Controller	979,481	6,650	986,131
Equalization/Tax Services	765,751	0	765,751
Human Resources	843,944	0	843,944
Prosecuting Attorney	6,975,094	0	6,975,094
Purchasing	247,588	0	247,588
Facilities	1,933,489	0	1,933,489
Register of Deeds	869,568	0	869,568
Remonumentation Grant	85,000	9,260	94,260
Treasurer	590,285	0	590,285
Drain Commissioner	1,113,156	0	1,113,156
Economic Development	328,271	0	328,271
Community Agencies	208,550	0	208,550
Ingham Conservation District Court	8,089	0	8,089
Equal Opportunity Committee	500	0	500
Women's Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	107,446	0	107,446
Jail Maintenance	212,600	0	212,600
Sheriff	20,892,683	0	20,892,683
Metro Squad	37,670	0	37,670
Community Corrections	178,614	0	178,614
Animal Control	2,424,954	27,613	2,252,567
Emergency Operations	235,620	0	235,620
Board of Public Works	300	0	300
Drain Tax at Large	520,000	0	520,000
Health Department	5,835,086	7,000	5,842,086
CHC	3,733,299	0	3,733,299
Jail Medical	1,680,962	0	1,680,962

Medical Examiner	676,225	0	676,225
Substance Abuse	708,102	0	708,102
Community Mental Health	2,061,941	0	2,061,941
Department of Human Services	1,972,497	0	1,972,497
Tri-County Aging	97,724	0	97,724
Veterans Affairs	618,664	0	618,664
Cooperative Extension	406,589	0	406,589
Parks and Recreation	1,637,189	0	1,637,189
Contingency Reserves	341,450	0	341,450
Legal Aid	20,000	0	20,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	25,000	0	25,000
Capital Improvements	1,710,158	0	1,710,158
Total General Fund Expenditures	86,167,265	50,523	86,217,788

General Fund Revenues

Remonumentation Grant	Increase of \$9,260 in grant funds for remonumentation.
Animal Control	Decrease revenue transfer of \$58,511 in from 205 Animal Control Millage Fund to balance due to reduction in expenses.
Use of Fund Balance-Uncommitted	Increase of use of fund balance \$99,774 due to revenue and expense changes.

General Fund Expenditures

Remonumentation Grant	Increase of \$9,260 in grant expenses for remonumentation.
Health	Increase transfer in the amount of \$7,000 to replace funding used for Youth Commission expenses.
Controller	Additional funds of \$6,650 requested for attendance for the MUNIS Continuous Education Program out of state expenses.
Animal Control	Re-appropriate operating funds of \$27,613 for purchase of truck not expensed in 2018.

Non-General Fund Adjustments

Road (F201)	Increase revenue and expense budgets in the amount of \$23,500 to recognize insurance proceeds to cover a truck that was totaled.
Animal Control Millage (F205)	Decrease transfer to Fund 101 due to reduction in expenses in the amount of \$58,511 and increase 205 Fund balance.
Friend of Court (F215)	Re-appropriate funds for the following projects; Reinforcement of Doors (\$12,500), Install Card Readers (\$7,500) for CIP 2018.
Health (F221)	Increase transfer from Fund 101 in the amount of \$7,000 to replace funding used for Youth Commission expenses.
Trails & Parks Millage (F228)	Re-appropriate remaining funds for Trails & Parks projects approved by Resolutions 16-257, 16-328, 17-109, 18-110, 18-186, and 18-533 (\$9,973,005). Re-appropriate funds for McNamara accessible boat launch (\$110,097) from CIP 2016, Pump House Building (\$3,315), Restrooms Refurbishment (\$2,743), Gravel/Millings Burchfield & Lake Lansing (\$30,000) from CIP 2017.

Public Improvement (F245)	Re-appropriate funds for Overlook Shelter roof/restrooms (\$80,289), gravel road maintenance Lake Lansing South (\$7,000) and Burchfield (\$7,000) from CIP 2016. Re-appropriate funds for the following capital improvement projects: District Court Public Bath Flooring (\$17,293), and Replace Insulation Rooftop (\$15,000) from CIP 2015, Rooftop Duct Insulation (\$20,213), and Steam Repairs VMC (\$20,000) from CIP 2017, Indoor Firearms Range (\$5,000), Lock Replacement Jail (\$8,156), and Jail Plumbing Repairs (\$8,714) from CIP 2016, Jail Plumbing Study (\$25,000), Jail Roof Repairs (\$33,847), Training Center Roof (\$21,096), Lock Repair Parts (\$14,689) all from CIP 2017, Jail Heat Pumps/Piping (\$40,671), and Replace Jail Water Softener (\$25,000) from CIP 2016, RTU Duct Insulation (\$23,160) from CIP 2017, Jail Chiller Replacement (\$435,928), Jail Locking System (\$209,410), FCHC Drain Repairs (\$12,000), YC Tuck pointing (\$85,000), and Clock Tower Repairs (\$208,200) from CIP 2018.
9-1-1 Emergency Phone (F261)	Re-appropriate funds for the following projects; Radio system battery replacement (\$20,000) per 2016 capital budget and Phone System Upgrade to VESTA 911 (\$300,000) from the CIP 2017. Re-appropriate Training Room Remodel (\$80,000), Test Servers Inform CAD and Mobile (\$35,323), Inform CAD API (\$8,600), Inform Browser (\$15,200) from CIP 2018.
Fair (F561)	Re-appropriate funds for the following projects; Cement Placement (\$90,000), Replace Paved Surfaces (\$120,000), Replacement of Fair Laptop, (\$4,500) from 2018 CIP.
Jail Commissary Fund (F595)	Re-appropriate funds for the following projects for Circuit Court; Floor Key Card Access (\$10,000), Court Room Gates (\$10,000), and Main Interior Security Door (\$6,000) for CIP 2018 Re-appropriate funds for the following project for Jail; Kitchen Tray Conveyor Replacement (\$20,000) for CIP 2018.
Bldg. Authority Operating (F631)	Re-appropriate funds for the following projects at HSB; Replace Entrance Door (\$13,215) from CIP 2016, Concrete Repairs (\$25,000), Parking Lot Repairs (\$91,709), Door Replacement (\$22,000), and DHHS Data Room AC replacement (\$2,008) from CIP 2018.

Innovation & Technology
(F636)

Re-appropriate remaining funds for the following projects: Probate Court scanning project (\$121,268) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project (\$236,432) approved by the 2014 – 2017 CIP and Resolution 13-199. Re-appropriate unspent network funds for the following projects budgeted but not completed in 2018; Network Redesign (\$162,447), wireless project (\$160,000), Network Analysis Tools (\$25,000), Microsoft Licensing (\$15,000), SAN License (\$20,000), Phone Software (\$15,000), Web Software Licensing (\$25,000), Web Site Revamp (\$30,000), Network Security Assessment (\$40,000), Wiring Project (\$10,000) and Phone System Upgrade (\$3,397).

Mach/Equip. Revolving
(F664)

Re-appropriate Circuit Court's imaging/scanning project (\$380,518), and E-filing software (\$10,000) from CIP 2014 and R18-190, courtroom tech replacements (\$10,923), Courtview training (\$5,000), and key card holder (\$2,600) from CIP 2014 and 2015, computer, keyboard, monitor (\$1,171) and phonic ear (\$750) from 2017. Courtroom Technology Replacements (\$159,226) from 2018. Animal Control's bullet proof vest (\$4,490), Toughbook (\$19,205) from 2016, 2017 and 2018 CIP. Equalization's Software for Online Mapping (\$10,000) from 2018 CIP. District Court's Lobby Furniture CIP 2016 (\$2,592) and Two Way Radios CIP 2017 (\$1,750). Re-appropriate funds for computer replacements budgeted but not purchased in 2018 for the following departments; Innovation & Technology (\$4,236), Sheriff (\$19,100), Health Dept (\$76,000), and Prosecuting Attorney (\$17,000). To appropriate (\$17,048) for the purchase of replacement scanners for the Circuit Court's Family Support due to the old difficulty supporting newest version of OnBase. Re-appropriate Facilities' Pump Out Vacuum (\$3,000), and Truck Plow Replacement (\$8,500) from CIP 2018. Re-appropriate Sheriff's Replacement of Bullet Resistant Vest (\$10,608) from CIP 2018. Re-appropriate Probate Court's Courtroom Upgrades (\$20,564) and the Prosecuting Attorney's Scanner Replacements (\$18,500) from CIP 2018.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING SHARON VERHOUGSTRAETE

RESOLUTION # 19 –

WHEREAS, Sharon Verhougstraete began her career in 1998 with Ingham County Health Department (ICHHD) in the Office For Young Children (OYC) as an Account Clerk; and

WHEREAS, as an Account Clerk, Sharon was responsible for greeting clients, answering phones, ordering supplies and receipting payments; and

WHEREAS, Sharon performed back-up receptionist duties for the Tobacco Licensing program for several years in a compassionate and professional manner that was recognized and appreciated by her peers; and

WHEREAS, Sharon coordinated duties related to OYC's Lansing Scholarship Program which involved a careful review of all applications semi-annually with awards being given out to those providers who met the criteria of the scholarship; and

WHEREAS, Sharon was in charge of reviewing monthly attendance forms from the child care providers and processing requests for disbursements which often required a challenging and demanding process of follow-up with providers that Sharon handled with patience and composure; and

WHEREAS, Sharon began dividing her time as an Account Clerk between OYC and Billing and Reporting in 2010 to assist the billing team with special projects where she eventually transitioned to a full-time Account Clerk in 2013; and

WHEREAS, as a full-time Billing and Reporting Clerk, Sharon mastered a variety of tasks including primary responsibility for commercial insurance claims, payments and follow-up as well as generating patient statements for services in a caring and confident manner; and

WHEREAS, Sharon's positive interaction with patients and staff demonstrated her diverse knowledge of many topics and subjects which allowed her to not only perform her duties accurately and timely but also allowed her to contribute to assisting many co-workers and colleagues in achieving the same; and

WHEREAS, Sharon's skills, initiative, and positive support of her team members will be missed by her colleagues; and

WHEREAS, with more than 20 years of dedicated service to the Ingham County Health Department, Sharon is retiring from her position as Billing & Reporting Clerk.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Sharon Verhougstraete for more than 20 years of dedicated service to Ingham County Health Department and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Board of Commissioners wishes Sharon continued success in all of her future endeavors.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/22/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FUNDS FOR THE HEALTHY START GRANT

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to accept grant funds in the amount of \$5,470,000.00 from the United States Department of Health and Human Services (USDHHS) for ICHD's Healthy Start (HS) program; and

WHEREAS, HS is a national initiative focusing on eliminating disparities in perinatal health by reducing the rate of infant mortality and improving perinatal outcomes to areas with high annual rates of infant mortality; and

WHEREAS, in Resolution #14-413, the Board of Commissioners accepted a grant in the amount of \$3,532,933 and authorized an agreement with the USDHHS's Division of Health Resources and Services Administration (HRSA) for the HS grant effective September 1, 2014 through March 31, 2019; and

WHEREAS, ICHD has again been awarded funding from the USDHHS's Division of HRSA to continue and expand its HS Program for the period of April 1, 2019 through March 31, 2024 in the amount of \$5,470,000; and

WHEREAS, year one funding (4/01/2019 through 3/31/2020) totals \$1,070,000 and years two through five (4/1/2020 through 3/31/2024) support the project at \$1,100,000 annually which will allow ICHD's HS program to continue working towards the program goals; and

WHEREAS, ICHD will also subcontract with the Michigan Public Health Institute (MPHI) in an amount not to exceed \$94,892 for providing a comprehensive evaluation of ICHD's HS initiative and with Florida State University in an amount not to exceed \$15,000 which will allow ICHD's HS staff to receive Partners for a Healthy Baby training to be completed before September 1, 2019; and

WHEREAS, these grant funds will allow for the continued funding of the following established positions:

Position Title	Pay FTE	Position #	Group/Grade	Salary Range
Healthy Start Project Coordinator	1	#601480	ICEA PRO/9	\$63,413.57 to \$76,125.37
Healthy Start Health Educator	1	#601446	ICEA PRO/7	\$53,158.82 to \$63,815.36
Fatherhood Facilitator	1	#601481	ICEA PRO/5	\$44,839.76 to \$53,828.83
Community Health Workers	3 Total	#601484, #601483 601482	UAW/D	\$33,048.96 to \$39,344.00

WHEREAS, these grant funds will also fund the creation of the following new positions within ICHD's HS program for the duration of the grant:

Position Title	Pay FTE	Position #	Group/Grade	Salary Range
Nurse Practitioner	0.75	To Be Assigned	MNA/6	\$59,055.57 to \$70,883.00
Medical Assistant	1	To Be Assigned	UAW/D	\$33,048.96 to \$39,344.00
Medical Social Worker	1	To Be Assigned	ICEA PRO/7	53,158.82 to \$63,815.36

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners accept the grant award in the amount of up to \$5,470,000 from the USDHHS, HRSA for the period of April 1, 2019 through March 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds from USDHHS HRSA in the amount up to \$5,470,000 for the period of April 1, 2019 through March 31, 2024 for the Healthy Start grant.

BE IT FURTHER RESOLVED, that subcontracts are authorized with MPHI in an amount not to exceed \$94,892 to provide a comprehensive evaluation of ICHD's Healthy Start initiative, and with Florida State University in an amount not to exceed \$15,000, which will allow ICHD's HS staff to receive Partners for a Healthy Baby training to be completed before September 1, 2019.

BE IT FURTHER RESOLVED, that these grant funds will allow for the continued funding of the following established positions:

Position Title	Pay FTE	Position #	Group/Grade	Salary Range
Healthy Start Project Coordinator	1	#601480	ICEA PRO/9	\$63,413.57 to \$76,125.37
Healthy Start Health Educator	1	#601446	ICEA PRO/7	\$53,158.82 to \$63,815.36
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Community Health Workers	3 Total	#601484, #601483 601482	UAW/D	\$33,048.96 to \$39,344.00

BE IT FURTHER RESOLVED, that these grant funds will also fund the creation of the following new positions within ICHD's HS program for the duration of the grant:

Position Title	Pay FTE	Position #	Group/Grade	Salary Range
Nurse Practitioner	0.75	To Be Assigned	MNA/6	\$59,055.57 to \$70,883.00
Medical Assistant	1	To Be Assigned	UAW/D	\$33,048.96 to \$39,344.00
Medical Social Worker	1	To Be Assigned	ICEA PRO/7	53,158.82 to \$63,815.36

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

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

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

Nays: None **Absent:** None **Approved 04/22/2019**

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

Nays: None **Absent:** None **Approved 04/23/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE
2019 COUNTY VETERAN SERVICE GRANT**

RESOLUTION # 19 –

WHEREAS, House Bill 5536 has passed and The Michigan Veterans Affairs Agency has accepted the Ingham County Application for the 2019 County Veteran Service Fund Grant for the project title “Empowerment Initiative”; and

WHEREAS, the grant award will be funded for up to \$99,117 of approved costs during the grant period; and

WHEREAS, Ingham County will receive a direct payment of \$50,000 and the remaining \$49,117 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that Ingham County accepts the 2019 County Veteran Service Fund Grant in the amount of \$99,117 effective the date of execution through September 30, 2019, to be used for the purpose of increased veteran service operations, technological advantages, marketing and salary increases.

BE IT FURTHER RESOLVED, that any changes to classification and compensation for Veterans Affairs Department staff consistent with this grant will be approved by a separate resolution.

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

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

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

Nays: None **Absent:** None **Approved 04/22/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE
CAPITAL AREA UNITED WAY**

RESOLUTION # 19 –

WHEREAS, the Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures a number of health indicators and quality of life indices including chronic diseases, cigarette and alcohol use, obesity and physical activity, and neighborhood safety; and

WHEREAS, data from the Capital Area BRFS is essential to the Healthy! Capital Counties community health assessment done in collaboration with two neighboring health departments and the four local hospitals in the region; and

WHEREAS, data from the Capital Area BRFS is central to the Community Indicators Project, a core component of Ingham County Health Department's (ICHD's) strategy for informing the community about health status; and

WHEREAS, ICHD and Capital Area United Way (CAUW) executed a collaborative agreement in 2005, wherein the United Way arranges for consulting and contractual services in support of the Community Indicators Project; and

WHEREAS, the collaborative agreement was originally authorized in Resolution #05-148 and amended in Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-016, #14-226, #15-176, #16-405, #17-325, #18-028 and collaborative activities have continued since the agreement's inception; and

WHEREAS, under this agreement the CAUW has coordinated funding from Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD), and ICHD to administer the Capital Area BRFS; and

WHEREAS, this resolution will authorize an amendment to the agreement with CAUW and enable data collection to continue; and

WHEREAS, the amendment shall extend the term of the agreement from October 1, 2018 through September 30, 2019; and

WHEREAS, the amount of the amended contract shall be up to \$23,532.84 and the funds to support this collaboration are included in ICHD's 2019 budget; and

WHEREAS, the Health Officer has recommended that ICHD continue its collaborative agreement with the CAUW.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreement with the CAUW for a term of October 1, 2018 through September 30, 2019 in an amount not to exceed \$23,532.84 to coordinate the Capital Area BRFS.

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 04/22/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING LANCE LANGDON FOR HIS YEARS OF SERVICE
TO THE COUNTY OF INGHAM AND THE EAST LANSING POLICE DEPARTMENT**

RESOLUTION # 19 –

WHEREAS, Lance Langdon began serving as the Director of the 911 Center in February of 2012; and

WHEREAS, prior to this time he worked for the East Lansing Police Department for 25 years, reaching the rank of Lieutenant; and

WHEREAS, Lance played an instrumental role in merging of the City of Lansing and City of East Lansing 911 Centers into what is now the Ingham County 911 Center; and

WHEREAS, under Lance's leadership the 911 Center acquired and implemented technology and equipment upgrades to receive emergency calls to better address the safety needs of the public; and

WHEREAS, Lance retired from his position as Director of the Ingham County 911 Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Lance Langdon for his many years of service to the citizens of Ingham County as the Director of the 911 Center and for his 25 years of service with the East Lansing Police Department.

BE IT FURTHER RESOLVED, that the Board appreciates his many contributions and commitment toward ensuring the public safety and well-being of the citizens of the County of Ingham.

BE IT FURTHER RESOLVED, that the Board wishes him the best in his future endeavors.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 04/18/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE LETTER OF UNDERSTANDING WITH
CAPITOL CITY LABOR PROGRAM (CCLP) CORRECTIONS UNIT**

RESOLUTION # 19 –

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County, the Ingham County Sheriff's Office, and the Capitol City Labor Program, Inc. (CCLP) – Corrections Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the Ingham County Sheriff's Office and Human Resources have discussed with the CCLP Corrections Unit the need for allowing the annual vacation accrual to be increased to 380 hours until December 31, 2020 and payment of hours in excess of the maximum vacation accrual allowed due to current staffing levels until December 31, 2019, at which time payment of hours in excess of the maximum vacation accrual allowed will discontinue and have prepared the attached Letter of Understanding between the parties; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the Law and Courts, County Services, and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding between Ingham County and the CCLP Corrections Unit with respect to allowing the annual vacation accrual to be increased to 380 hours until December 31, 2020 and payment of vacation hours in excess of the maximum accrual allowed until December 31, 2019, at which time such practice will discontinue.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 04/18/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 04/23/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

LETTER OF UNDERSTANDING

BETWEEN
INGHAM COUNTY SHERIFF
AND
CAPITOL CITY LABOR PROGRAM, INC.
CORRECTIONS UNIT

INCREASE IN MAXIMUM VACATION ACCUMULATION

WHEREAS, the current collective bargaining agreement between the parties provides in Article 33, VACATION, Section 5a that annual leave days not used may only be accumulated to a maximum of 300 hours or alternatively to a maximum of 320 hours where the Employee secures the written approval of the Undersheriff; and

WHEREAS, due to the staffing level currently existing in the Sheriff's Office the parties established a temporary expanded maximum vacation (annual leave) accumulation of 380 hours through December 31, 2017 through the use of a Letter of Understanding which expired by its terms on December 31, 2017; and

WHEREAS, the parties recognize a need to renew and extend the expanded maximum vacation accumulation limit through December 31, 2020 as well as to document retroactively to January 1, 2018, the practice of the parties in allowing vacation accumulations beyond the 300 or 320 contract maximums; and

WHEREAS, Corrections Officers will not be allowed to continue to accrue vacation (annual leave) above the 380 hour agreed upon maximum; and

WHEREAS, the parties have come to an agreement on renewal of and continuation of the expanded maximum accumulation and there will be no future accrual of or payment for vacation hours accrued over and above the 380 hour maximum accumulation except as stated below in paragraph 2.

NOW, THEREFORE, IT IS HEREBY AGREED, between the parties as follows:

1. The annual maximum vacation accrual shall be increased to 380 hours without the requirement for the written approval of the Undersheriff retroactive to January 1, 2018 through December 31, 2020.
2. Corrections Deputies will continue to receive the cash out of vacation accrued over and above the 380 hours maximum accumulation until December 31, 2019, at which time such practice will discontinue.

3. This Letter of Understanding will be effective through December 31, 2020, at which time the temporary increase in maximum leave accumulation shall expire.

COUNTY OF INGHAM

CCLP CORRECTIONS DIVISION

Bryan Crenshaw, Chairperson Date

Tom Krug, Executive Director Date

SHERIFF OF INGHAM COUNTY

Sheriff Scott Wriggelsworth Date

Jack Bonner Date

APPROVED AS TO FORM FOR INGHAM
COUNTY:

COHL, STOKER & TOSKEY, P.C.

By:  4/04/2019
Bonnie G. Toskey Date

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTINUE SUPPORT SERVICE AGREEMENT WITH CAROUSEL INDUSTRIES FOR THE JAIL & TRAINING ROOMS AUDIO & VIDEO SYSTEMS

RESOLUTION # 19 –

WHEREAS, the Ingham County Jail and Training Rooms had audio & video systems installed in 2014; and

WHEREAS, the Innovation and Technology Department worked with Carousel Industries to replace the failed/failing Grand Valley audio system; and

WHEREAS, the new jail and training rooms audio & video systems were completed in several phases by the end of 2014; and

WHEREAS, the Jail and Training Rooms Video & Audio systems will be covered under this agreement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the continued Support Service Agreement (SSA) for the Jail and Training Rooms Audio & Video systems from Carousel Industries.

BE IT FURTHER RESOLVED, that the cost of the SSA, in an amount not to exceed \$5,799.75, will be paid from the 63625810-932030 IT Maintenance account.

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

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 04/18/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO A CURRENT CONTRACT
WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR
TRANSPORT SERVICES OF SPECIFIC JUVENILES BY SHERIFF'S DEPUTIES**

RESOLUTION # 19 –

WHEREAS, the Michigan Department of Health and Human Services seeks to amend a current contract for transportation of specific juveniles; and

WHEREAS, the purpose of the amendment is to exercise the second of two one year extension options extending the term of the contract for one additional year, through September 30, 2020, and add a not to exceed reimbursement amount of \$15,000 for this final year; and

WHEREAS, the Ingham County Sheriff's Office wishes to continue the service provided to the Michigan Department of Health and Human Services for transportation of specific, in-custody juveniles; and

WHEREAS, the Michigan Department of Health and Human Services shall reimburse Ingham County for the Sheriff Deputies' overtime wages and transportation costs in an amount not to exceed \$45,000 in total for the contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to continue its participation with the Michigan Department of Health and Human Services for the transportation of specific in-custody juvenile inmates for an amount not to exceed \$15,000 for 2019-2020, extending the contract expiration to September 30, 2020.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 04/18/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 04/24/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH REHMANN CONSULTING TO ASSIST
THE FRIEND OF THE COURT, PROSECUTING ATTORNEY, AND INNOVATION &
TECHNOLOGY DEPARTMENTS IN IMPLEMENTING THE INDEPENDENT SECURITY AUDIT
REQUIREMENT AS SET FORTH IN MICHIGAN OFFICE OF CHILD SUPPORT IV-D
MEMORANDUM 2017-011**

RESOLUTION # 19 –

WHEREAS, IV-D Memorandum 2017-011 requires Michigan Friend of the Court and Prosecuting Attorney offices with county managed networks and applications to complete an Independent Security Audit by September 30, 2019; and

WHEREAS, this Independent Security Audit is also a requirement of the Cooperative Reimbursement Program (CRP) contract, which is in effect for the five year period beginning October 1, 2017, and ending September 30, 2022; and

WHEREAS, adherence to the terms of the CRP contract is necessary for the Friend of the Court, and the Family Support Unit of the Prosecuting Attorney's office, to continue to receive 66% reimbursement for Title IV-D (child support enforcement) funding from the federal government, through the Michigan Department of Health and Human Services Office of Child Support; and

WHEREAS, for the fiscal year ending September 30, 2019, approximately \$4.9 million has been budgeted for Title IV-D funding, including incentive funding, for both the Friend of the Court and the Prosecuting Attorney; and

WHEREAS, for the fiscal year ending September 30, 2019, \$50,000 of IV-D funding was budgeted for a security audit consultant, to assist in meeting the requirements of IV-D Memorandum 2017-011; and

WHEREAS, Rehmann Consulting has submitted a comprehensive security audit consulting proposal for completing these requirements, following a meeting held with the Ingham County Purchasing Director, IT Director, Friend of the Court, and Chief Assistant Prosecuting Attorney; and

WHEREAS, the amount of the proposal, \$25,500, is less than the \$50,000 budgeted for a security audit consultant for the fiscal year ending September 30, 2019; and

WHEREAS, Rehmann Group is an active vendor under the MiDeal Extended Purchasing Program, Contract #071B7700021, for vulnerability assessment and financial accounting and auditing services, which is awarded by the State of Michigan's Department of Technology, Management, and Budget, after following a competitive bidding process; and

WHEREAS, county policy allows for the purchase of goods and services from cooperative bidding agreements, such as MiDeal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a \$25,500 contract with Rehmann Group, for the fiscal year ending September 30, 2019, for consulting services necessary to implement the requirements of IV-D Memorandum 2017-011.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is hereby authorized to make any adjustments necessary to properly budget and account for these expenditures.

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 and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer

Nays: None **Absent:** None **Approved 04/18/2019**

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

Nays: None **Absent:** Tennis **Approved 04/24/2019**