

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

OCTOBER 8, 2019

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM [SEPTEMBER 24, 2019](#)
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. DEMOCRATIC AND REPUBLICAN PARTY NOMINATIONS FOR THE INGHAM COUNTY [BOARD OF CANVASSERS](#)
 2. RESOLUTION 2019-18 FROM THE [MENOMINEE COUNTY](#) BOARD OF COMMISSIONERS IN SUPPORT OF ENBRIDGE LINE 5 TUNNEL
 3. MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY, AIR QUALITY DIVISION'S PENDING NEW SOURCE REVIEW [APPLICATION REPORT](#)
 4. RESOLUTION FROM THE [MACKINAC COUNTY](#) BOARD OF COMMISSIONERS IN SUPPORT OF LINE 5 TUNNEL
 5. A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE PROPOSED CREATION OF [LANSING GATEWAY](#) CORRIDOR IMPROVEMENT AUTHORITY
 6. A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE PROPOSED CREATION OF [SOUTH MARTIN LUTHER KING](#) CORRIDOR IMPROVEMENT AUTHORITY
 7. A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE APPROVAL OF AN OBSOLETE PROPERTY REHABILITATION CERTIFICATE FOR THE PROPERTY LOCATED AT [1030 S. HOLMES ST.](#) IN LANSING

8. A NOTICE OF PUBLIC HEARING FROM THE CITY OF LANSING REGARDING THE APPROVAL OF AN OBSOLETE PROPERTY REHABILITATION CERTIFICATE FOR THE PROPERTY LOCATED AT [1611 EAST KALAMAZOO ST. IN LANSING](#)

VIII. LIMITED PUBLIC COMMENT

IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

X. CONSIDERATION OF CONSENT AGENDA

XI. COMMITTEE REPORTS AND RESOLUTIONS

9. COUNTY SERVICES COMMITTEE – RESOLUTION TO AUTHORIZE PARTICIPATION IN THE 2020 MICHIGAN STATEWIDE AUTHORITATIVE IMAGERY AND LiBAR (MiSAIL) INTERGOVERNMENTAL AGREEMENT FOR [DATA EXCHANGE](#) BETWEEN INGHAM COUNTY AND STATE OF MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET (DTMB)
10. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING [KENT LARSON](#)
11. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE [PERMITS](#) FOR THE INGHAM COUNTY ROAD DEPARTMENT
12. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDER FOR [OLMSTED COURT](#) AT BELVEDERE AVENUE IN CENTRAL PARK ESTATES SUBDIVISION SECTION 22, MERIDIAN TOWNSHIP
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO PROMOTE ENROLLMENT IN PERMANENT [ABSENT VOTER LISTS](#) BY QUALIFIED REGISTERED VOTERS OF INGHAM COUNTY
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE [RECLASSIFICATION](#) APPEAL OF THE ADMINISTRATIVE ANALYST POSITION
15. FINANCE COMMITTEE – RESOLUTION TO APPROVE THE 2019 [APPORTIONMENT REPORT](#)
16. FINANCE COMMITTEE – RESOLUTION AUTHORIZING [ADJUSTMENTS](#) TO THE 2019 INGHAM COUNTY BUDGET
17. FINANCE COMMITTEE – RESOLUTION [AMENDING RESOLUTION #19-391](#) TO ACCEPT GRANT FUNDS FROM THE STATE OF MICHIGAN EMERGENCY MANAGEMENT PERFORMANCE GRANT

18. HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT GRANT FUNDS THROUGH [MID-STATE HEALTH NETWORK](#)
19. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE [FIFTH AMENDMENT](#) TO THE AGREEMENT WITH THE CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH DECEMBER 31, 2020
20. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [L. J. TRUMBLE BUILDERS, LLC.](#)
21. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH [TOMCO ASPHALT, INC.](#)
22. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH [IONIA COUNTY HEALTH DEPARTMENT](#)
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUHTORIZE AN AGREEMENT WITH [INTELLIGENT MEDICAL OBJECTS, INC.](#)
24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT INTEGRATED [BEHAVIORAL HEALTH](#) PLAN
25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY’S COLLEGE OF [OSTEOPATHIC MEDICINE](#), DEPARTMENT OF FAMILY AND COMMUNITY MEDICINE
26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT QUALITY IMPROVEMENT FUNDING AWARD FROM [HRSA](#)
27. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO [AMEND RESOLUTION #18-385](#) WITH OTECH FOR USIGN/USTART SOFTWARE
28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [UBER HEALTH](#)
29. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE CONVERSION OF [DEPUTY PROBATE REGISTER III](#) POSITION TO FULL-TIME
30. LAW & COURTS, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE [REORGANIZATION](#) OF THE 55th DISTRICT COURT

31. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT THE FY 2020 [SWIFT AND SURE SANCTIONS](#) PROBATION PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME SSSPP CASE MANAGEMENT COORDINATOR POSITION AND ENTER INTO SUBCONTRACTS
32. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT THE FY 2020 MICHIGAN [MENTAL HEALTH COURT](#) PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME MENTAL HEALTH COURT-COURT SERVICES COORDINATOR POSITION AND THE FULL-TIME MENTAL HEALTH COURT-CASE COORDINATION SPECIALIST POSITION, AND ENTER INTO SUBCONTRACTS
33. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE NOTICE TO [SENTINEL OFFENDER SERVICES, LLC](#) THAT JUSTICE MILLAGE FUNDS HAVE BEEN ALLOCATED AND ARE AVAILABLE TO CONTINUE ELECTRONIC MONITORING SERVICES FOR INDIGENT USERS THROUGH SEPTEMBER 30, 2019

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

SEPTEMBER 24, 2019 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
September 24, 2019

CALL TO ORDER

Chairperson Crenshaw called the September 24, 2019 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

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

Members Absent: Grebner (arrived at 6:30 p.m.), Koenig (arrived at 6:30 p.m.), Naeyaert (arrived at 6:30 p.m.), and Schafer (arrived at 6:30 p.m.).

A quorum was present.

Commissioners Grebner, Koenig, Naeyaert, and Schafer arrived, after roll call, at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Aylysh Gallagher, Lucile E. Belen “Everyday Heroine” Award Recipient, 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, prayer, or meditation. He asked everyone to keep the family of Dr. Barry Saltman in their thoughts.

Chairperson Crenshaw stated that Dr. Saltman, who recently passed away, was a former jail physician and the founder of the Care Free Medical Clinic.

APPROVAL OF THE MINUTES

Commissioner Koenig moved to approve the minutes of the August 27, 2019 meeting. Commissioner Slaughter supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

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 Schafer moved that the Resolution Recognizing the Week of October 6-12, 2019 as “Mental Illness Awareness Week” in Ingham County and the Resolution Honoring David Love be considered immediately. Commissioner Slaughter supported the motion.

SEPTEMBER 24, 2019 REGULAR MEETING

The motion carried unanimously.

Chairperson Crenshaw stated that the resolutions would be added as Agenda Items No. 39 and 40.

PETITIONS AND COMMUNICATIONS

RESOLUTION 2019-08-89 FROM THE EATON COUNTY BOARD OF COMMISSIONERS TO REQUEST WAIVER OF HEALTH AND REHABILITATION SERVICES MEDICAID AUDIT TAKEBACK.

Chairperson Crenshaw referred the resolution to the Human Services Committee.

RESOLUTION FROM THE IOSCO COUNTY BOARD OF COMMISSIONERS REGARDING THE TRIAL COURT FUNDING COMMISSION INTERIM REPORT. Chairperson Crenshaw referred the resolution to the Law and Courts Committee.

RESOLUTION 118-2019 FROM GRAND TRAVERSE COUNTY IN SUPPORT OF LINE 5 TUNNEL.

Chairperson Crenshaw placed the resolution on file.

RESOLUTION 21-2019 FROM THE ANTRIM COUNTY BOARD OF COMMISSIONERS REGARDING THE TRIAL COURT FUNDING COMMISSION INTERIM REPORT. Chairperson Crenshaw referred the resolution to the Law and Courts Committee.

RESOLUTION 19-13 FROM CHEBOYGAN COUNTY BOARD OF COMMISSIONERS IN SUPPORT OF LINE 5 TUNNEL. Chairperson Crenshaw placed the resolution on file.

RESOLUTION 2019-10 FROM ARENAC COUNTY BOARD OF COMMISSIONERS OPPOSING LEGISLATION TO PREVENT COUNTY COMMISSIONER CANDIDATES FROM DISCLOSING THEIR PARTY AFFILIATION ON BALLOTS PROVIDED TO MICHIGAN VOTERS. Chairperson Crenshaw referred the resolution to the County Services Committee.

CITY OF LANSING NOTICE OF PUBLIC HEARING – PROPOSED CREATION OF NORTH GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY. Chairperson Crenshaw referred the notice to the Finance Committee.

CITY OF LANSING NOTICE OF PUBLIC HEARING – PROPOSED CREATION OF SOUTH MARTIN LUTHER KING CORRIDOR IMPROVEMENT AUTHORITY. Chairperson Crenshaw referred the notice to the Finance Committee.

CITY OF EAST LANSING ASSESSING OFFICERS REPORT FOR INDUSTRIAL FACILITY EXEMPTION CERTIFICATES FOR 2019. Chairperson Crenshaw referred the report to the Finance Committee.

LETTER FROM THE MICHIGAN PRESS ASSOCIATION URGING ADOPTION OF SUBCOMMITTEE'S ETHICS POLICY AS WRITTEN. Chairperson Crenshaw placed the letter on file.

SEPTEMBER 24, 2019 REGULAR MEETING

LIMITED PUBLIC COMMENT

Dave Edgar, Assessing Administrator, stated that he was there to present the 2019 Drain Assessment Rolls from the Drain Commissioner's Office. He stated that he dropped five copies of with the Clerk, but that if anyone wanted an extra copy they could call his office.

Chairperson Crenshaw thanked Mr. Edgar.

State Representative Sarah Anthony, 68th House District, thanked the Democratic Caucus for allowing her to join them for a discussion regarding court consolidation. She gave an update on the State Budget.

Representative Anthony stated that she and her colleagues in the State Legislature, including State Representatives Kara Hope and Julie Brixie, and State Senator Curtis Hertel, were working and fighting very hard to avoid a government shutdown. She further stated that she was always a resource and that the Board of Commissioners could expect a comprehensive breakdown of the State Budget once it was passed.

Chairperson Crenshaw thanked Representative Anthony for the update.

Elizabeth Pratt, National Alliance on Mental Illness (NAMI), Lansing Board Member, stated that she was delighted that the Resolution Recognizing the Week of October 6-12, 2019 as "Mental Illness Awareness Week" in Ingham County was on the agenda and requested support for the resolution. She further stated that NAMI Lansing had four events coming up during Mental Illness Awareness Week and passed out a handout containing the following event information:

- October 6, 2019 – Faith and Mental Health, 4:30 p.m. - 6:30 p.m., Hannah Community Center
- October 7, 2019 – Youth Mental Health: A Community Conversation, 6:30 p.m. - 8:30 p.m., Alfreda Schmidt Community Center
- October 11, 2019 – Healing Through Art, 7 p.m., UrbanBeat
- October 12, 2019 – Music for Minds, 6 p.m. - Midnight, The Fledge

Chairperson Crenshaw thanked Ms. Pratt for the information.

Richard Smith, Williamston Resident, stressed the importance of mental health support in the community.

Chairperson Crenshaw thanked Mr. Smith for his comments.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items except Agenda Items No. 12 and 14. Commissioner Schafer supported the motion.

The motion carried unanimously.

SEPTEMBER 24, 2019 REGULAR MEETING

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

Items voted on separately are so noted in the minutes.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 10**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE WOMEN'S COMMISSION

RESOLUTION # 19 – 365

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby makes the following appointment to the Women's Commission:

Hannah Sweeney, 1829 W. Grand River Ave., Apt. 113, Okemos, 48864

to a term expiring December 31, 2022.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 09/17/2019**

Adopted as part of a consent agenda.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING OCTOBER AS MICHIGAN COLLEGE MONTH
IN INGHAM COUNTY**

RESOLUTION # 19 – 366

WHEREAS, Michigan College Month is a statewide initiative with the goal to provide every graduating high school senior the opportunity to apply to college and complete the FAFSA financial aid process; and

WHEREAS, special focus is placed on assisting the student who would be the first in their families to attend college and the student who may not have otherwise seriously considered applying to college or other postsecondary programs; and

WHEREAS, Michigan College Month can open the door for students by encouraging them to take a significant step toward postsecondary education in their senior year; and

WHEREAS, hundreds of schools across Michigan participate in this great event including the following Ingham County schools: Dansville High School, East Lansing High School, Lansing Eastern High School, Lansing Everett High School, Holt High School, Lansing J.W. Sexton High School, Mason High School, Stockbridge High School, The Early College, Waverly High School, Webberville High School, and Wilson Talent Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of October as College Month and encourages all of Ingham County to support the participating schools and students in this initiative.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 12**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ADOPTING THE REVISED ETHICS POLICY

RESOLUTION # 19 – 367

WHEREAS, on May 23, 1995, the Ingham County Board of Commissioners adopted an Ethics Policy, which was amended on September 21, 1999; and

WHEREAS, the Ethics Policy specifically applies to Commissioners; and

WHEREAS, the intent of the Ethics Policy is to also provide a guide for the conduct of Board staff, County employees, elected officials, and appointed boards and commissions; and

WHEREAS, experience with the Ethics Policy has been generally positive; and

WHEREAS, the Board Rules and Appointments Subcommittee has reviewed the policy and has recommended several amendments to extend, clarify and improve the policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached revised Ethics Policy.

BE IT FURTHER RESOLVED, that the Ethics Policy shall be reviewed by the County Controller/Administrator and County Attorney during January, 2023, and every four years thereafter, and they shall recommend to the County Services Committee any changes necessary to bring the policy into conformity with the current state of the law, to enhance their effectiveness, or to streamline their application.

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

Nays: None **Absent:** None **Approved 09/17/2019**

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

Commissioner Celentino introduced the resolution.

Commissioner Stivers thanked Commissioner Morgan and her colleagues on the Rules and Appointments Subcommittee, the County Attorneys, and her colleagues on the County Services Committee for the many, many hours of hard work, research and deliberation that resulted in the updated Ethics Policy. She further stated that the goals when revising the Ethics Policy were to make it clear and concise and to address modern ethical challenges.

SEPTEMBER 24, 2019 REGULAR MEETING

Commissioner Stivers stated that there was no good reason for County Employees to ever use private email in the conduct of County business. She further stated that that was either an indication of laziness or that a person was hiding something.

Commissioner Stivers stated that asking County employees to keep their private work separate from their public work was a bare minimum request that everyone should be willing to take on even if it made extra work. She further stated that the purpose of the new email policy was to make sure County employees were protected.

Commissioner Stivers stated that the County had security measures in place to make sure that County emails were secure and that she trusted those measures over using Gmail. She further stated that she trusted County servers and County staff to respond to FOIA requests quickly and efficiently.

Commissioner Stivers stated that, to address concerns that anything in the Ethics Policy could be misused to unfairly persecute any ethical County employees acting in good faith, she wanted to draw attention to the procedure to Present Concerns Before Formal Process, on page four, as well as Section VIII, Resolution of Disputes. She further stated that there were many layers of checks and balances in the system.

Commissioner Stivers stated that she was happy to support friendly amendments, but that any revisions eliminating the priority of public officials using public email should be voted down by the Board of Commissioners.

Commissioner Naeyaert thanked her colleagues on the Rules and Appointments Subcommittee, Commissioner Morgan, and the County Attorneys. She further stated that the Subcommittee spent hours revising the Ethics Policy to make it succinct and easy enough to understand that it did not need to include examples of what was bad.

Commissioner Naeyaert stated that she agreed with what Commissioner Stivers said.

Commissioner Tennis proposed the following amendment to the Ethics Policy (*page 15*):

4. No elected official, or other person in position of responsibility, governed by this Ethics Policy, should deliberately employ a non-recorded channel of communication when ~~questioning or~~ instructing a County employee or contractor, with the purpose of concealing the existence or content of such communication.

Commissioner Morgan supported the motion.

The motion to amend the Ethics Policy carried unanimously.

Commissioner Grebner proposed the following amendment to the Ethics Policy (*page 14*):

3. Commissioners must never use their County email account or other County media for **political campaign purposes.** ~~any activities related to electoral politics, especially for Ingham County elections.~~

Commissioner Sebolt supported the motion.

The motion to amend the Ethics Policy carried unanimously.

SEPTEMBER 24, 2019 REGULAR MEETING

Commissioner Tennis proposed the following amendment to the Ethics Policy (*page 14*):

2. Commissioners should not use private email for the conduct of County business. All County business conducted by email should be sent **in such a way that at least one copy of each message is directed to a County email address where it can be preserved and made available in response to FOIA requests.** ~~using a County email address. If a Commissioner inadvertently uses private email for County business, they must forward all relevant emails to their County email address as soon as the error is discovered.~~ Conversely, Commissioners should avoid using County email for non-County activity whenever possible.

Commissioner Grebner supported the motion.

Commissioner Tennis stated that this amendment would preserve the transparency purposes for using a public email while still allowing Commissioners to use a private email for County business. He further stated that a previous speaker implied that, as someone who used private email for the past ten years, he was either dishonest or lazy.

Commissioner Tennis stated that there was a good reason he used private email. He further stated that while inadvertently using private email to conduct County business could easily be remedied by forwarding the email to a County email, the potential consequences for inadvertently making a mistake in the opposite direction, such as mistakenly using County email for a political purpose, were much more dire.

Commissioner Tennis stated that he thought it was perfectly reasonable to prefer using private email to avoid a mistake that could result in getting in trouble with the County Clerk or the Secretary of State. He further stated that he did not understand the opposition to this amendment, as it accomplished the goal of being transparent while providing flexibility to those who wanted it.

Commissioner Grebner stated that he did not use Outlook or Microsoft and that without this amendment the policy ordered him to adapt. He further stated that he used Chrome and that he would bet on Google's two-factor authentication over the County's security measures.

Commissioner Grebner stated that he was happy to Cc his County email account and that he hoped someday a reporter would FOIA all of it. He further stated that if the current language was adopted he might ignore it.

Commissioner Morgan stated that numerous other government entities had enacted similar policies because time and times again unscrupulous public officials have used private email servers to evade public records policy and he gave the example of the water crisis in Flint. He further stated that he understood that it might be inconvenient, but at the end of the day it was the Commissioners' duty to be open and transparent to citizens.

Commissioner Morgan stated that while he trusted all of his current colleagues, governments did not operate on the honor system and that potential future bad actors could not be trusted to simply forward emails that were incriminating or embarrassing.

Commissioner Koenig stated that if someone was going to send something incriminating or embarrassing that they probably just would not end up sending it. She further stated that for the most part if someone Cc'd everything from their private email to their County email everything would be captured and preserved.

SEPTEMBER 24, 2019 REGULAR MEETING

Commissioner Koenig stated that she specifically wanted to call attention to the section that preserved emails for a long time. She further stated that, as an attorney who handled FOIA lawsuits, she knew how people avoided FOIA, which was by either not sending an email or by being very abstract with their language.

Commissioner Koenig stated that it was her personal preference to Cc her County email, but that she understood the concern that people might hide stuff. She further stated that she would comply with the new policy as written, if this amendment did not pass.

Commissioner Naeyaert stated that that leaving the policy as written made it succinct and easy to understand for future Commissioners.

Commissioner Tennis stated that it was interesting to him that the argument for requiring everyone to use the public server was that unethical people might act unethically. He asked, if Commissioners could not be trusted to use private servers and abide by the rules to be transparent, why they were not also adopting the State's directive for public cell phones and public text messages.

Commissioner Tennis stated that it seemed absurd that the rationale was not about transparency, but instead more about requiring conformity, as if that would somehow prevent unethical behavior. He further stated that if someone was going to purposefully use their County email account for political purposes it was already illegal under State law.

Commissioner Sebolt stated that he appreciated Commissioner Tennis's comments. He further stated that no law, policy, or procedure was ever a one hundred percent deterrent.

Commissioner Sebolt stated that laws, policies, and procedures were a statement of values. He further stated that the Ethics Policy was an opportunity to express what the Board of Commissioners viewed as unacceptable behavior and what standards they were holding themselves to.

Commissioner Schafer stated that the amendment made sense to him. He further stated that he had great respect for his colleagues and he would vote to pass the Ethics Policy as a whole.

The motion to amend the Ethics Policy failed.

Yeas: Grebner, Koenig, Schafer, Tennis

Nays: Celentino, Maiville, Morgan, Naeyaert, Polsdofer, Sebolt, Slaughter, Stivers, Trubac, Crenshaw

Absent: None

Commissioner Grebner stated that the goal of the Ethics Policy was to create institutional expectations and prevent reciprocal arrangements, not to punish wrongdoing. He further stated that he intended to violate the email policy by continuing to Cc emails sent from his Gmail account and that if someone thought that was unethical, he invited them to bring it on, file a charge, empanel an ethics panel, and explain how it was unethical that he sent emails from his Gmail account.

Commissioner Sebolt stated that he wanted to thank the Commissioner from the 11th District, the Commissioner from the 14th District, and the Commissioner from the 10th District. He further stated that despite his disappointment in hearing that the Commissioner from the 8th District intended to violate the email policy, he also wanted to thank him for the lively debates that ultimately made for a better policy in the end.

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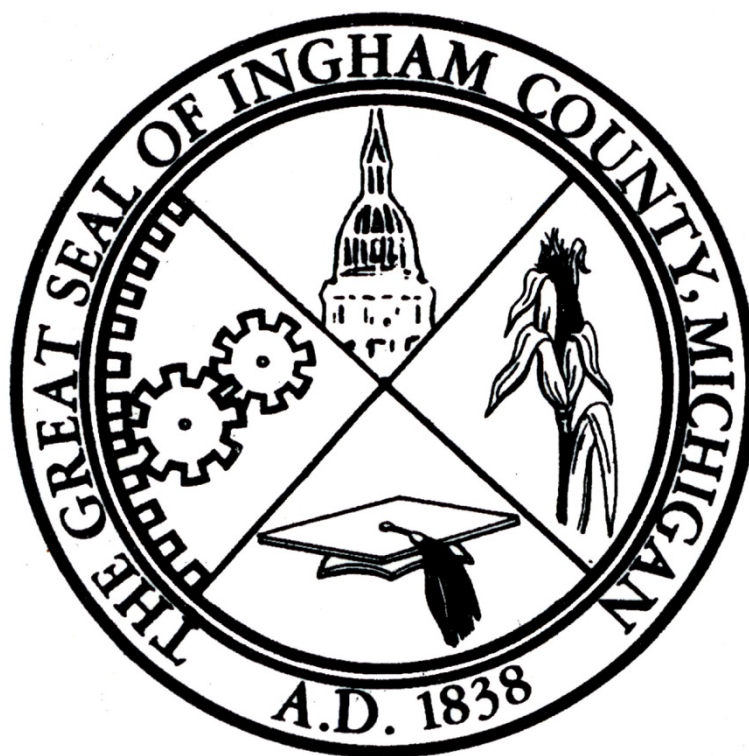
Commissioner Koenig stated that she appreciated the Subcommittee for the time they put in. She further stated that she thought the County now had the best Ethics Policy in Michigan.

Commissioner Tennis stated that he also appreciated the Subcommittee's work. He further stated that he was disappointed in the comments that attempted to impugn the integrity of certain members of the Board of Commissioners.

Commissioner Tennis stated that as long as he has been on the Board of Commissioners, no Commissioner was more passionate about clean, good government, than Commissioner Grebner. He further stated that he did not think it was fair to impugn Commissioner Grebner's work product the way it was tonight.

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

DRAFT



INGHAM COUNTY ETHICS POLICIES

Adopted May 23, 1995
Amended September 21, 1999
Amended _____, 2019

PREAMBLE TO THE ETHICS POLICY

Holders of public office should strive to:

1. Put loyalty to the highest moral principles and to put country above loyalty to government persons, party, or department.
2. Uphold the Constitution, laws, and legal regulations of the United States, the State of Michigan, Ingham County, and of all governments therein and never be a party to their evasion.
3. Seek to find and employ more efficient and economical ways of getting tasks accomplished.
4. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not; and never accept for themselves, or their family, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of their governmental duties.
5. Engage in no business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of governmental duties.
6. Never use any information coming to them confidentially in the performance of governmental duties as a means for making private profit.
7. Expose corruption wherever discovered.
8. Uphold these principles, ever conscious that public office is a public trust.

ETHICS POLICIES

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INTRODUCTION

This manual is intended to provide guidance in resolving the ethical problems which arise out of conflicts between County Commissioners' public roles on the one hand, and such private roles as business owner, family member, or political candidate on the other.

Present Concerns Before Formal Process

Anyone—including Commissioners, employees, and members of the public—who suspects that unethical behavior is occurring should express their concerns to appropriate authorities. Depending upon the circumstances, it may be proper to bring the concerns to one or more of the following:

- The Commissioner or County employee whose conduct is questioned
- An appropriate department head
- The Director of Human Resources
- The County Controller
 - The Chairperson of an appropriate Board committee
- The ranking Commissioner of the minority party
- The Chairperson of the Board of Commissioners

Present Alleged Serious Concerns

If the person believes the situation is serious enough to warrant formal action, or any initial contacts have not resulted in a satisfactory resolution, a written complaint should be addressed to the Chairperson of the Board of Commissioners, which will in turn trigger the formal process.

It is the policy of Ingham County to encourage individuals who have sincere concerns about possible ethical problems to come forward with those concerns, even if they should eventually turn out to be unfounded.

Individuals have the right to report their concerns to such official or officials they believe are appropriate, without regard to chain of command. It may be appropriate under some circumstances to complain anonymously, although it should be understood that anonymity tends to detract from a complaint's credibility.

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No Retaliation for Sincere Complaint

It is the policy of the Ingham County Board of Commissioners that any individual who complains about a possible ethics problem is responsible only for the sincerity of the complaint, and is to be protected from discipline or other adverse employment outcome, to the extent the complaint was sincerely based at the time it was made.

SECTION I. STATE LAW

Wherever Michigan law speaks to a subject, Commissioners are required to obey both its letter and its spirit. Unfortunately, Michigan law does not adequately address many obvious problems. Conduct which is not illegal under Michigan law may still be seriously unethical.

Principles for Commissioners

First, State law should be viewed as a minimum and a starting point, and not as the ultimate standard of conduct.

Second, whenever the situation before the Board involves a substantial conflict with the values that motivated the State law, the provisions in the law should be obeyed in a very generous spirit. In such cases, wherever the law's reach or requirements may seem unclear, every doubt should be resolved in favor of greater disclosure and broader abstention.

Disclosure and Noted in Minutes

It is the responsibility of each Commissioner to plainly point out when and where their own financial interests (or those of their friends, family, or political supporters) are entangled, or are likely to become entangled, with the duties of their office or with matters which come before the Board. The disclosure should be made in as public a manner as seems appropriate, being briefly repeated in each forum at which the matter arises. And the formal principle of abstention from voting should be extended to include the avoidance of even implicit pressure on staff or other Commissioners regarding the matter.

But the responsibility cannot stop with the individual Commissioner whose interests may be involved. Experience has shown that even where disclosure is made, effective notice may not have been made to the public or even other Commissioners. In order to be effective, the Commissioner involved needs to make clear that a disclosure is being made which should be included in the minutes.

Minutes

A. The disclosure should be given the prominence of its own paragraph in the minutes, and should be written so that it would make sense if read alone.

B. The person taking minutes should ask—either during the meeting, or subsequently—for any clarification needed to make the record intelligible, being sensitive to the fact that what seems clear to Commissioners and staff during the conduct of a meeting may not be clear months later to a member of the public.

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C. The Chairperson presiding at the meeting has a duty to see that the disclosure is properly noted and that the minutes when adopted are indeed correct and clear.

D. Minutes which contain a disclosure of a Commissioner's interest should be brought to the attention of Board staff so a copy can be separately indexed and filed for easy retrieval, both by topic and by Commissioner's name. The Board office should maintain a complete file of such disclosures for ten years, or as long as the Commissioner involved remains on the Board, whichever is longer.

Whenever the proper course is unclear, deference should be paid to anyone who views a Commissioner's involvement as suspect or who wants broader disclosure, even if those views may appear to be advanced by persons with partisan or personal motives.

Summary of Some State Laws Affecting Commissioners

Several State Laws address Board activities.

1. The Open Meetings Act (MCL 15.261 et seq.) requires, with some exceptions, that meetings of the Board of Commissioners be open to the public.
2. The Freedom of Information Act (MCL 15.231 et seq.) requires that most public records of the County be made available for inspection and copying by members of the public.
3. Employees who report suspected violations of federal, state or local laws, regulations, ordinances, or rules, are protected from retaliation by the Whistle-Blowers' Protection Act (MCL 15.361 et seq.).
4. MCL 15.181 et seq., the Incompatible Public Offices Act, which generally prohibits holding two public offices or public employment positions where performing the duties results in (a) subordination of one office to another, (b) supervision of one office by another, or (c) a breach of duty of public office, e.g., representing both parties to a contract;
5. MCL 15.321 et seq., the Contracts of Public Servants with Public Entities Act, which generally prohibits a public servant from soliciting or entering into a contract between themselves and the public entity of which they are an officer or employee, except upon full disclosure and a 2/3 majority vote;
6. MCL 46.30, which generally prohibits County Commissioners from having an interest in a contract or business transaction with the County, except with full disclosure and approval by a 3/4 majority;
7. MCL 15.401 et seq., the Political Activities of Public Employees Act, which prohibits a public employee from engaging in any political activities on behalf of a candidate or issue in connection with either a partisan or a non-partisan election during those hours when the employee is being compensated for the performance of duties; and
8. MCL 169.201 et seq., the Michigan Campaign Finance Act, which prohibits the use of public funds or resources for the purpose of influencing the nomination or election of a candidate, or the qualification, passage or defeat of a ballot question.

SECTION II. PURCHASING

Commissioners Financial Interests on Matter Before the Board of Commissioners

A. Wherever a Commissioner has a tangible and substantial financial interest in a matter to be considered by the County, it is the responsibility of that Commissioner to take strong steps to separate their personal from their public role. Such steps are required not merely where a Commissioner's individual financial interests are at stake, but must also be understood to include the financial interests of family members, close friends, political supporters, co-workers, and business associates. Avoiding entanglement requires far more than merely avoiding participation in the formal process by which a matter is dealt with by the County; it speaks also to fully and promptly disclosing the nature of the interest, to avoiding even the appearance of placing pressure on staff or other Commissioners, and to avoid any other involvement in the decision-making process which might advance a favored party's prospects in any way.

B. Areas of concern extend far beyond the letting of contracts; they include any matter in which the Board has significant power or influence, including decisions by the Board or County staff regarding permits, contracts, bids, and grants, as well as similar decisions made by bodies to which the Board makes appointments, to which the Board appropriates funds, or whose budget the Board reviews. Although this policy is written mainly in terms of the purchase of goods and services by the Board of Commissioners, it should be understood also to apply where appropriate in these similar situations.

Disclosure of Personal Finance Interest

A. Whenever a Commissioner realizes that a possibility of such an interest exists, the nature and details of the involvement should be disclosed and recorded in the minutes of a standing committee and/or the Board, as appropriate.

B. Disclosure should be made even in situations which are unclear or arguable, because such disclosure may bring the situation to the attention of other decision makers and the public, whose concern or lack thereof can help determine whether the Commissioner needs to take further steps than mere disclosure.

C. Where the potential conflict falls within the provisions of MCL 15.323 (i.e., with full disclosure and approval by 2/3 majority vote), it is unlawful for the Commissioner to vote on the matter. If during the process of considering a matter, it is discovered that a Commissioner has possible interests which the Commissioner failed to voluntarily disclose, the fact that no disclosure was made strengthens the presumption that the Commissioner's involvement was improper.

Purchasing Process

A. Commissioners should be cautious in communicating with County staff regarding a pending purchase outside the setting of a public meeting. In particular they should consider whether a given communication might be interpreted as encouraging or pressuring staff regarding a decision which would tend to benefit a particular vendor, particularly one with whom the Commissioner has a relationship. It is

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safest—to make communications regarding purchases during public meetings, where the Commissioner’s personal interests—if any—can be formally noted. Even in the context of a public meeting, Commissioners should generally avoid involvement in any decision which implicates any substantial personal interest.

B. If a situation involving a substantial and continuing conflict of interest is unavoidable—for example because of a Commissioner’s place of employment or the nature of a professional practice—the Commissioner should consider avoiding service on a liaison committee where the conflict is particularly likely to arise.

C. Even when no personal interests are involved, Commissioners should not in general have direct personal involvement in the selection of vendors, extended personal contact with the County staff during their process of formulating purchase recommendations, or unnecessary access to detailed information regarding a pending purchase which is not generally available to the public.

The County’s Purchasing Policy shall always be followed.

SECTION III. PERSONNEL

Because of the complex structure prescribed by Michigan law for County government, Commissioners necessarily assume a number of overlapping, and somewhat inconsistent roles in personnel matters. In Ingham County, Commissioners are directly and intimately involved in decisions to create, eliminate, reclassify, or reorganize positions. Under many of the County’s labor agreements, they hear grievances which reach a certain stage of appeal. The Commission approves compensation for non-union employees. But the Commission has no direct role in the vast majority of hiring, promotion, or discipline decisions. Finally, Commissioners should avoid moving toward a more active role in hiring County workforce, and must guard against creating a political patronage system.

By State law, or County practice, the Board is directly involved in hiring approximately nine people: the staff which works directly for the Board, the Controller, the Director of the Health Department, the Director of Animal Control, the Director of Equalization, the Director of the Ingham County Board of Commissioners’ Office, the Chief Public Defender, the Managing Director of the Road Department, the Parks Director and the Fairgrounds Events Director. In practice, even these positions are generally filled upon recommendation by other staff members. These direct employees of the Board should never become associated with any particular member or group of Commissioners, and the positions should not become politicized.

ROMANTIC INVOLVEMENT BETWEEN COMMISSIONERS AND COUNTY EMPLOYEES

It may be problematic for a Commissioner to become romantically involved with a person who happens to be a County employee, and experience has shown such involvement inevitably leads to tensions and may cause morale and management difficulties, particularly if the job involved has significant contact with the Board. Where such involvement occurs:

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1. The Commissioner involved should recognize their responsibility for possible problems.
2. The Commissioner should be prepared to take strong steps to prevent either the reality or the perception that such involvement has affected any aspect of employment.
3. Where a Commissioner becomes romantically involved with a County employee, the Commissioner should consider private disclosure to the Board Chair, to facilitate steps which may insulate the employee from the Commissioner's direct influence.
4. Among the possible steps would be avoiding naming the Commissioner to Board Committees or Commissions where the involvement is likely to present a problem.
5. The Commissioner in such a circumstance should avoid any participation in any decision-making process or discussion which might appear to place another Commissioner or any County employee under pressure regarding the employee with whom the Commissioner is involved.
6. One effective preventative step is the avoidance of initial hiring of persons with whom Commissioners are romantically involved. Where a person already on the payroll is known by a decision maker to be romantically involved with a Commissioner, whenever an employment issue arises involving such an employee who falls within an area of discretion, County policy should be to err on the side of acting against the presumed interest of the romantically involved Commissioner.

NEPOTISM

Nepotism, which may be narrowly defined as the hiring of immediate relatives of Commissioners, is severely damaging to employee morale and to the public's perceptions and is improper in the hiring of Board staff and general County employees. Every reasonable step should be taken to discourage such hiring, even by other elected officials or independent boards. The Human Resources Department, supported by the County Services Committee, constitutes the primary protection against such hiring.

More broadly, the same principles apply to hiring of friends of Commissioners, more distant relatives, business associates, former Commissioners, and political allies of Commissioners. Obviously, no single formal definition can correctly deal with every conceivable situation, so common sense and caution are necessary. Wherever the relationship between a Commissioner and another person is strong enough that it might potentially influence the hiring process, the hiring should be discouraged and all doubts resolved against such an applicant. The Commissioner with whom such relationship exists must avoid any involvement in the hiring process, and if such person is hired, must further avoid any participation in subsequent issues involving the person's employment status, such as grievances or reclassification requests.

Regardless of whether any Commissioner has expressed any interest in a particular hiring or promotion, the Human Resources Department and all other County officials should exercise their discretion against the hiring of former Commissioners, relatives or romantic interests of current Commissioners whenever such relationships are known to the person making the decision.

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The model for proper Human Resources procedure is spelled out in existing County procedures:

1. Commissioners should restrict their involvement in personnel matters to the roles which are formally assigned to them.
2. Commissioners should avoid direct personal contact with job applicants, with departments which are considering a hiring decision, and with Human Resources Department staff other than the Director.
3. If for some reason Commissioner involvement is necessary, it is best that it occur in the course of Committee where it can be reflected in the minutes.

Union Contracts

Contracts are negotiated through County staff with the various bargaining and employee units. Commissioner input should be limited to providing direction to appropriate staff. Any deviation from this pattern should require advanced formal authorization by the County Services Committee. Commissioners who are personally involved for unavoidable reasons with the bargaining agents for an employee bargaining unit should ask not to serve on the County Services Committee.

Commissioner Involvement in Grievance Procedure

As the formal employer of many County employees, Commissioners have a formal role in dealing with employment grievances. As members of a quasi-judicial body, Commissioners must avoid discussion of the content of employee grievances outside the appropriate forum, until the grievances have been decided.

OTHER DEALINGS BETWEEN COMMISSIONERS AND EMPLOYEES

The Board of Commissioners possesses significant powers with respect to County employees. While friendships between Commissioners and staff are inevitable, and may result in shared activities and the exchange of minor favors, Commissioners must not use their influence to obtain personal benefits. Commissioners should be careful not to place employees in positions where they face confusion between a Commissioner's public and private roles. To that end:

1. Commissioners should avoid unnecessary involvement in business dealings with County staff.
2. Commissioners should refrain from asking for or accepting personal gifts, loans, or favors from employees in any circumstances which might appear to exploit their positions. Whether dealings between a Commissioner and an employee are improper may hinge on considerations such as these. Commissioners should not allow:
 - a. An employee to perform a non-public service unwillingly, or because they believe it is a requirement of their job.

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- b. Should not have any suggestion that the benefit is provided in return for the Commissioner's action affecting the employee as a County employee, or affecting the employee's department, suggests impropriety.
- c. There should not be a private business relationship between a Commissioner and a County employee that is linked to County operations, appears to be disadvantageous to the employee, or provides profit to the Commissioner.

There is greater risk of improper involvement when the County employee is one whose job is directly controlled by the Board, without an intermediate buffer of an elected official or other department head. It should be kept in mind that the object of these guidelines is not to isolate Commissioners from staff, but to ensure that a Commissioner resists any temptation to use their public position to obtain personal benefit of a material nature.

SECTION IV. POLITICAL CONTRIBUTIONS FROM COUNTY EMPLOYEES AND UNIONS AND DISCLOSURE

Commissioners should never accept any contribution to the Commissioner's campaign which appears to be made with the hope or expectation that the contribution will result in action specifically benefiting the contributor. For example, while it would generally be ethical to accept a contribution from a labor union which seeks County policies which are more favorable to organized labor, it would be unethical if the Commissioner knew or suspected it was made in the hope of influencing the County to settle a particular labor contract on more favorable terms.

Principles Regarding Campaign Contributions and Disclosure

Problems can be avoided if Commissioners adhere to a few simple rules:

1. Commissioners should never solicit or accept campaign contributions from Board staff, from County employees for whom the Board serves as the sole employer, or from employees of departments whose directors or governing board members are appointed by the Board of Commissioners.
2. Commissioners should never solicit campaign contributions on County property or using County email or other County resources.
3. Commissioners should be sensitive to potential problems caused by accepting contributions from union locals which represent County employees.
4. A Commissioner who has accepted a contribution from a political action committee associated with a labor organization that represents or includes County employees should disclose that fact when appropriate to a matter under discussion in a Committee on which the Commissioner sits, or when such matters are discussed by the Board. The disclosure should be noted in the minutes of the meeting and indexed by Board staff.

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5. Any Commissioner who receives endorsement or financial contribution from the political action committee of a labor organization which represents or includes County employees should be particularly sensitive to preserve the distinction between the Commissioner's political role and the Board of Commissioners' management role, and to avoid improperly mixing the two.

SECTION V. POLITICAL CONTRIBUTIONS FROM INDIVIDUALS OR PACS WITH FINANCIAL INTERESTS IN COUNTY DECISIONS

Contributions from people and political action committees associated with potential vendors can result in problems which are closely analogous to those posed by contributions received from labor unions. Commissioners should adhere to the following rules:

1. No contribution should be solicited, accepted, or retained if the recipient believes it was made in expectation or hope that it would influence the award of County business, or will especially benefit the donor.
2. A Commissioner who has accepted a contribution from a business interest within the past two years should disclose that fact when appropriate to a matter under discussion in a committee on which the Commissioner sits, or when discussed by the Board. The disclosure should be noted in the minutes of the meeting, and indexed by the Board staff.
3. A contribution made by, or solicited by, an owner, officer, representative, or manager of a given business should be treated as if it were made by the business itself.

SECTION VI. GIFTS OTHER THAN POLITICAL CONTRIBUTIONS

A Commissioner shall not solicit or accept a gift or loan of money, goods, services, benefits, privileges, favors or any other thing of value which may or tends to influence the manner in which the Commissioner performs official duties. This Section is not violated if a Commissioner takes prompt and reasonable action to donate or return a prohibited gift. Questionable situations should be referred to Corporation Counsel for review.

Rules Regarding Gifts

These rules apply to gifts given by a person with financial interest in the actions of County government. No problems arise from the receipt of gifts which are completely unrelated to the holding of public office.

1. Any direct gift of more than \$100 value from a person with a financial interest in the actions of County government is generally improper.

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2. The fact that a Commissioner requests or suggests a gift suggests impropriety.
3. Any indication of attempt to conceal or disguise a gift is evidence that the gift was improper.
4. Impropriety is suggested by resort to procedurally or financially irregular actions by a business or corporate body. Any significant gift which appears to have a direct tie to the date, amount, or other detail of a County action is almost certainly improper.
5. If a Commissioner believes or suspects that the person making the gift expects or hopes it will influence a County action, it should be refused or returned.
6. If the person or organization making the gift has a clear private financial interest in a specific County action, greater suspicion is appropriate.
7. It is not proper for a Commissioner to permit a private party with any substantial interest in County business to routinely and repeatedly pay for meals, travel, entertainment or lodging.
8. It is inadvisable to allow a private party with an interest in County business to pay for alcohol or sexually-oriented entertainment, regardless of the value involved.
9. Some possible exceptions include:
 - (a) Opportunities, benefits, and services that are available on the same conditions as for the general public.
 - (b) Anything for which the Commissioner pays fair market value.
 - (c) A gift from a relative or family member. A relative or family member is defined as: spouse, children, parents, siblings, grandparents, grandchildren, aunts, uncles, first cousins, nieces and nephews (this definition includes "step", "adoptive", "half" and "in-law" relations).
 - (d) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position of the recipient and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as:
 - (i) The history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals;
 - (ii) Whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and
 - (iii) Whether to the actual knowledge of the recipient, the individual who gave the gift also at the same time gave the same or similar gifts to other Commissioners.

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- (e) Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Commissioner), if the benefits have not been offered or enhanced because of the official position of the Commissioner, and are customarily provided to others in similar circumstances.
- (f) Admission to a charitable or civic event to which the Commissioner is invited in their official capacity where admission is waived or paid for by an entity other than the County.
- (g) Food or refreshments not exceeding \$50.00 per person in value on a single calendar month; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared, or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.

If a Commissioner receives a gift under circumstances which are ambiguous, the best course of action is to return it. If it is impossible to return the gift, the Commissioner should disclose it, along with any relevant circumstances, in a letter to the Board, where it will be listed as a communication, recorded in the minutes, and indexed and filed by Board staff.

SECTION VII. EMAIL POLICY AND COMMISSIONER COMMUNICATIONS

Ingham County government should be open, transparent, and accountable to County residents. The use of private email or other County media to conduct County business is inconsistent with these objectives. Moreover, Ingham County email accounts and servers are the property of Ingham County—not the personal property of individual Commissioners. As such:

Principles

1. Where State law provides guidance, it should be fully and generously followed, in a spirit of transparency and full disclosure.
2. Commissioners should not use private email for the conduct of County business. All County business conducted by email should be sent using a County email address. If a Commissioner inadvertently uses private email for County business, they must forward all relevant emails to their County email address as soon as the error is discovered. Conversely, Commissioners should avoid using County email for non-County activity whenever possible.
3. Commissioners must never use their County email account or other County media for political campaign purposes.

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4. No elected official, or other person in position of responsibility, governed by this Ethics Policy, should deliberately employ a non-recorded channel of communication when instructing a County employee or contractor, with the purpose of concealing the existence or content of such communication.

5. In discussions among Commissioners conducted outside formal meetings, the requirements of the Open Meetings Act must be honored scrupulously and generously. A communication addressed to a majority of the Board, or to a standing Committee, may violate the OMA, if it amounts to “deliberation toward a decision”. Even if it does not meet that standard, any such communication addressed to a majority should be made using a recorded medium subject to the FOIA. Communications among groups of Commissioners which are smaller than a majority should not be used as subterfuge for addressing a majority by dividing the recipients into smaller groups.

6. County email, letterhead, or other media must not be used in ways which are likely to lead recipients to believe that the communication is an official statement of the County, or reflects established County policy when it does not, or where the sender does not actually have such authority. This applies also to misrepresentation of non-governmental media as being official.

7. Directing a public employee not to preserve a communication, or to destroy an existing copy, is almost certainly an indication of impropriety. In all doubtful or discretionary cases, the County should favor retention of communications and should facilitate the process of searching for them and providing copies to persons who request them. Michigan law (MCL 399.811 and 750.491) requires that all public records be listed on an approved Retention and Disposal Schedule that identifies the minimum amount of time that records must be kept to satisfy administrative, legal, fiscal and historical needs. The State publishes Record Retention and Disposal Schedules for Local Governments, including Schedules pertaining to specific public officers and local agencies.

8. Commissioners’ emails that pertain to County business should be retained indefinitely by the County's IT department. Commissioners are entitled to a complete archive of their own emails upon request, including upon leaving office.

SECTION VIII. RESOLUTION OF DISPUTES

General Principles

The focus of this policy is on preventing problems through institutional policies and procedures which guide Commissioners and staff. Where this focus on prevention fails, a mechanism is needed to provide an opportunity to resolve controversies and illuminate events which come to light.

Minor matters can be folded into the Board’s normal routine, while major ones can be accorded center-stage treatment. It is designed to make it difficult to sweep genuine controversies under the rug, while at the same time trying not to offer a publicity windfall to individuals who hold isolated points of view.

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Problems which arise are likely to fall into two broad categories, with some area of overlap. First, it is inevitable that situations will arise which these guidelines fail to anticipate, or where their application turns out to be ambiguous, or where a Commissioner might not realize that a particular policy applies to the specifics of their conduct. Exploring the issue will serve to remind everyone of County policy, and may point out a need to clarify or modify certain policies to make them easier to apply in the future.

In other cases, which are likely to be rare, a Commissioner may have acted in a way which clearly violates these policies, or which most reasonable people would find ethically troubling. To deal with such circumstances, a mechanism is needed which can establish the facts of the conduct, determine whether policies were violated, and mobilize appropriate institutional responses.

Resolution Process

1. To begin the process, any person may complain in writing that one or more Commissioners or employees of the County of Ingham have acted unethically. If the Chairperson of the Board of Commissioners believes the complaint is credible and sets forth sufficient details to warrant prompt investigation, the Chairperson may appoint an ethics panel and refer the matter directly to them. In the event the complaint is against the Chairperson, then the Chairperson Pro Tem shall perform the duties referred to herein.
2. If the Chairperson elects to refer a complaint directly to an ethics panel, he or she shall appoint a Chairperson and two additional members to that panel, subject to confirmation by the Board of Commissioners. Each member of the panel may be a member of the Board of Commissioners, an employee of the County, or any other suitable person. In naming members of the panel, the Chairperson shall take into account the nature of the complaint and the identity of the person or persons complained of, and shall attempt to select persons who are in a position to render independent, informed, and considered judgment.
3. In the event that a matter has, or appears likely to develop, partisan overtones, the panel shall be chosen so that it includes no more than one person who can be fairly associated with each of the two major political parties. The Chairperson may ask the minority caucus and the majority caucus each to furnish a list of possible panel members.
4. If the Chairperson chooses not to refer a complaint directly to an ethics panel, it shall be referred to the County Services Committee. That Committee may take up the complaint itself and attempt to resolve it at the Committee level, within the Committee's regular course of business, or the Committee may recommend that the Board of Commissioners establish an ethics panel by resolution to take up the complaint. If such a resolution is adopted, the members of the panel shall be appointed in the same manner as if the Chairperson had referred the matter directly to an ethics panel.

If a complaint is referred to the County Services Committee and that Committee has not, within 45 days of its first meeting subsequent to the referral, recommended a resolution to the Board establishing an ethics panel, any member of the Board may bring such a resolution before the Board.

Members of an ethics panel shall serve without additional compensation for so long as it is necessary to consider a complaint and render recommendations, but in no event longer than a period of one year.

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After completing its consideration and its report, the panel will not be automatically dissolved, but may be called back into action by the Chairperson of the Board or the Chairperson of County Services Committee if there are remaining questions related to the complaint for which they were established. If no such request is made within thirty days of the issuance of their report, the panel will be deemed to be dissolved.

An ethics panel shall consider the original complaint as well as such additional matters as are necessary to fully understand and resolve the complaint. They may act with the degree of formality which they deem appropriate under the circumstances, giving appropriate deference to the expressed procedural desires of the person or persons whose conduct is the subject of the complaint. In the absence of written authority from the Chairperson of the Board of Commissioners or a resolution by the Board, a panel shall not have the authority to expand the scope of a complaint to include persons not specified in the complaint, although the panel may communicate with and consider the views and conduct of such persons.

Ordinarily, a panel should contact the person who wrote the original complaint as well as the persons named or specified in it, setting up a meeting at which the complaint and any response to it may be aired. The panel may invite County staff or other persons to such a meeting, as appropriate.

In the absence of unusual circumstances, the person who wrote the complaint and the person or persons named in it should be invited to attend all meetings of the panel and permitted to fully express their views. Notices of the meeting should be posted appropriately and provided to all interested persons, and minutes should be kept. The Open Meetings Act shall be strictly complied with in such meeting.

The panel should fully consider the complaint, any response to the complaint, additional information which may be requested or supplied, and/or the expressed views of County staff, the County Corporation Counsel, or other persons.

5. Depending upon the circumstances, an ethics panel may appropriately take any of a number of alternatives in dealing with a complaint. By way of illustration, a panel might take one or more of these actions:

- a. Determine that the complaint was not well founded or that the actions complained in it were not unethical and therefore no correction is needed.
- b. Determine that, although these policies may have been infringed in a technical sense, that the matter complained of is immaterial, unavoidable, or insubstantial and determine that no corrective action by the panel is warranted.
- c. Mediate a resolution of a disagreement between the writer of the complaint and the person named in it.
- d. Accept an assurance from the person named in the complaint that such a situation will not arise again in the future.
- e. Suggest to County staff an improved way of dealing with a type of situation should it arise again.

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f. Recommend to the County Services Committee or the Board of Commissioners an amendment of Board Rules, of the Ethics Policy, or of the other policies of the County to minimize the likelihood of future problems.

g. Issue a letter publicly criticizing a person specified in the original complaint, stating that the panel has determined that the person complained of committed a clearly unethical act, and providing appropriate supporting detail.

h. Recommend the adoption by the Board of Commissioners a resolution of censure.

i. Contact appropriate prosecutorial agencies, citing information in the panel's possession, and inviting criminal investigation.

The panel shall communicate its findings, recommendations, and actions to the Board of Commissioners by letter.

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**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 13**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING THE 100TH ANNIVERSARY OF THE LANSING BRANCH OF THE
NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE**

RESOLUTION # 19 – 368

WHEREAS, on February 12, 1909 the National Association for the Advancement of Colored People (NAACP), an organization that is devoted to civil rights and racial justice, was founded by a multiracial group of activists who answered “The Call,” in New York City, NY, initially called the National Negro Committee, with headquarters in Baltimore, Maryland; and

WHEREAS, the founders of the NAACP, Ida Wells-Barnett, W.E.B. DuBois, Henry Moscowitz, Mary White Ovington, Oswald Garrison Villiard, and William English Walling led “The Call” to renew the struggle for civil and political liberty; and

WHEREAS, the NAACP is the nation’s largest and most widely recognized grassroots-based civil rights organization that has been instrumental for improving the legal, educational, and economic lives of African Americans and other minorities in America; and

WHEREAS, the NAACP championed famous legal action such as the 1954 *Brown v. Board of Education*, *Plessy*, the *Guinn v. United States* that overturned the Grandfather Clause as a means of disenfranchising black voters; and

WHEREAS, the NAACP helped enact civil rights legislation such as the Civil Rights Act of 1964, the Voting Rights Act of 1965, and the Fair Housing Act of 1968, and remains the leader in all these just causes; and

WHEREAS, the Lansing Branch became immediately involved in the struggle to pass the civil rights bill; launching a campaign to get black workers into labor unions and in skilled jobs; and

WHEREAS, the Lansing Branch was chartered on October 15, 1919 under the leadership of Mr. C. A. Campbell, and has continued to support the ideas and concepts of the national organization for 100 years under the current leadership of President Dale Copedge; and

WHEREAS, the Lansing Branch focuses on economic development, educational programs for youth, and being a legal advocate for civil rights issues for all races while continuing its multiracial membership.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the Lansing Branch of the National Association for the Advancement of Colored People on the event of their 100th anniversary.

SEPTEMBER 24, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Board extends its sincere gratitude to the Lansing Branch of the NAACP for their many achievements that have improved the quality of life for Ingham County residents.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 14**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING AYLYSH B. GALLAGHER

RESOLUTION # 19 – 369

WHEREAS, the Ingham County Women's Commission is honored to present the Lucile E. Belen “Everyday Heroine” Award to Aylysh Gallagher; and

WHEREAS, Aylysh is nominated for her tireless work as an attorney in the Domestic Violence Unit of the Ingham County Prosecutor’s Office; and

WHEREAS, as a graduate of Michigan State University and Western Michigan University Cooley Law School, Aylysh is an Assistant Prosecutor in the Ingham County Prosecutor’s Office; and

WHEREAS, she currently prosecutes those accused of acts of violence against their intimate partners; and

WHEREAS, most of her prosecutions are in cases that would often be dismissed or not pursued as vigorously in the past because of the difficulties associated with bringing the cases to trial; and

WHEREAS, on a daily basis, she meets directly with survivors of domestic abuse; and

WHEREAS, Aylysh is active in the larger intimate partner violence response community in Ingham County and across the state; and

WHEREAS, on a weekly basis, she meets with leaders and advocates from multiple organizations to coordinate their assistance to survivors of domestic violence, the law enforcement’s response, and other critical aspects of survivor care; and

WHEREAS, Aylysh also presents on the issue of domestic violence to professional groups and law enforcement agencies. She currently serves on the Ingham County Bar Association Young Lawyers Section Board and the Women Lawyers Association of Michigan – Mid-Michigan Chapter Board; and

WHEREAS, she has dedicated her professional career to seeking justice for women in Ingham County and it is evident that her efforts, day in and day out, truly make her an “Everyday Heroine;” and

WHEREAS, the Ingham County Women's Commission created the Lucile E. Belen “Everyday Heroine” Award in order to recognize women from Ingham County who make a lasting difference in their local communities, but often times go unnoticed; and

SEPTEMBER 24, 2019 REGULAR MEETING

WHEREAS, this award creates an opportunity to spotlight those individuals who have made a positive impact in Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners join the Ingham County Women's Commission in applauding Aylysh Gallagher for her outstanding work for women who have experienced domestic violence, her commitment to justice, and tireless efforts on behalf of Ingham County.

BE IT FURTHER RESOLVED, that the Board of Commissioners and the Women's Commission extend their best wishes to Aylysh and hopes for continued success in all of her future endeavors.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Commissioner Stivers read the resolution and presented the award to Aylysh Gallagher.
The motion carried unanimously.

Ms. Gallagher thanked the Commissioners and stated that it was an honor to receive the award. She further stated that she appreciated the opportunity to serve and protect and women.

Ms. Gallagher thanked her family and friends for their support.

Chairperson Crenshaw thanked Ms. Gallagher for her work in the Prosecutor's Office.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 15**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE APPROVAL OF THE PRELIMINARY PLAT OF
EMBER OAKS**

RESOLUTION # 19 – 370

WHEREAS, the Board of Ingham County Commissioners last approved the Preliminary Plat for the residential subdivision called Ember Oaks on July 26, 2016; and

WHEREAS, the proposed Ember Oaks development is a 156 unit single-family subdivision located on 161.9 acres, which is north of Jolly Road, between Dobie Road and Every Road. The development is part of the Northwest ¼ and Southwest ¼ of Section 35, Meridian Township, Ingham County, Michigan; and

WHEREAS, Phases 1 through 3 of Ember Oaks were subsequently built and the roads accepted into the county road system; and

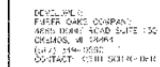
WHEREAS, the two-year Preliminary Plat approval period, dictated by state statute, has expired and the proprietor, Ember Oaks Company, requested re-approval of the Ember Oaks Preliminary Plat.

THEREFORE BE IT RESOLVED, that upon the recommendation of Road Department staff, the Ingham County Board of Commissioners re-approves the Ember Oaks Preliminary Plat for a period of two years, in accordance with state statute.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 09/17/2019**

Adopted as part of a consent agenda.

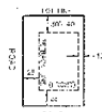
FINAL PRELIMINARY PLAT OF
EMBER OAKS (PHASES 4-)
 A SUBDIVISION OF PART OF THE NORTHWEST 1/4 & SOUTHWEST 1/4 OF
 SECTION 35, T4N, R1W, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



SURVEYOR/ENCLITE:
K1 31, NO.
2115 HALL, 1, 41AD
HARLETT, 8 4842
HURST, (5 7) 112 104

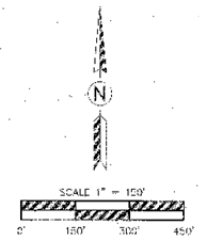
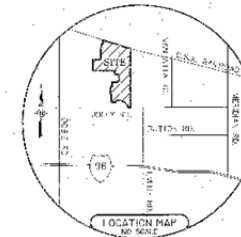
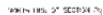


4.6 PREGESTERONE
(DHEA)



0.125 N. S. THAS
CORNER LOTS
12/24/41

NOBLE LUTHER S. A. 207 50th
STREET, N.E. IN MINNAPOLIS
CENTERING OF THE CAR IS IN
EASTERN.



LEGEND:

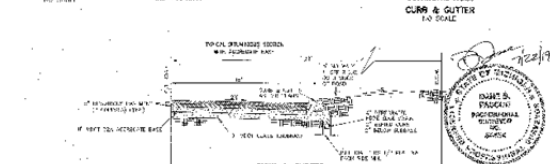
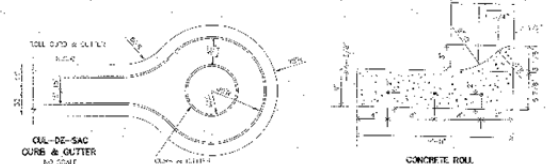


BENCHMARKS:

BH01 - BIG JAW OF FIRE HYDRANT AT THE NORTHWEST CORNER OF
HARVAT-A AND OTSEGO ROADS.
ELEVATION - 967.81 M.G.M. 7, 29

UM22 - DR 4 IV ON THE HYDRANT AT THE NON-BLANK CORNER OF JOLLY
ROAD AND ARBITUS CRIVE.
ELEVATION - 919.40 N.G.M.S. 20

UM#3 - 65D NAIL IN THE WEST SIDE OF A UTILITY POLE, 30' NORTH OF
JOHNS ROAD, 30' EAST OF 9-TRACK TO SUBDIVISION.
LEIVA ION - 903.81 N.G.V.D. 29



N'DH 52

ALL ROAD DEPARTURES AT 4 MINUTE
1/2 HOURS

-ALL UNPOSTED ROADS HAVE A 60' RIGHT OF WAY (5' EACH SIDE OF C.R.)



SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 16**

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 – 371

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 September 5, 2019 as submitted.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING**INGHAM COUNTY ROAD DEPARTMENT**

DATE September 5, 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP	SECTION
2019-369	SHERWOOD FAMILY FARM	LAND DIVISION	SHERWOOD RD	LOCKE	
2019-402	IC DRAIN COMM	MISC	CARTAGO DR	DELHI	
2019-410	MOORE FARMS	LAND DIVISION	HARPER RD	DELHI	
2019-407	COMCAST	CABLE OH/UG	POWELL RD	MERIDIAN	
2019-408	DONNA BELON	TREE REMOVAL	WOOD VALLEY DR	MERIDIAN	
2019-401	LANSING BWL	WATER MAIN	EIFERT RD	DELHI	
2019-404	MONTESSORI RADMOOR SCHOOL	SPECIAL EVENT	MT HOPE RD	MERIDIAN	
2019-406	KEPS TECH (ACD.NET)	CABLE UG	LEGACY PKWY	DELHI	
2019-339	ZAYO GROUP	CABLE OH/UG	GROVENBURG RD	DELHI	
2019-412	LEAVITT & STARCK EXCAV	ROAD CUT/CONST	HOLT RD	DELHI	
2019-405	ZAYO GROUP	MISC	PARK LAKE RD	MERIDIAN	
2019-401	LANSING BWL	WATER MAIN	EIFERT RD	DELHI	
2019-427	MERIDIAN TWP/GA HUNT	WATER MAIN	MT HOPE	MERIDIAN	
2019-432	KEPS TECH (ACD.NET)	CABLE OH	OKEMOS RD	MERIDIAN	
2019-425	CONSUMERS ENERGY	GAS	COLLEGE RD	ALAIEDON	
2019-413	PERNA TRUST	LAND DIVISION	COLLEGE RD	DELHI	
2019-414	REDWOOD USA	LAND DIVISION	CEDAR ST	DELHI	
2019-426	JEAN SCHULZ	LAND DIVISION	HASLETT RD	LOCKE	
2019-421	LISA'S SCHOLARSHIP 5K	SPECIAL EVENT	VARIOUS	LEROY	
2019-428	DENNIS GREENMAN	LAND DIVISION	EIFERT RD	DELHI	
2019-420	HAGER FOX ELECTRIC CO	MISC	MEADOW WOODS DR	MERIDIAN	

SEPTEMBER 24, 2019 REGULAR MEETING

2019-453	ZAYO GROUP	CABLE OH-UG	HEENEY RD	STOCKBRIDGE	
2019-451	MERIDIAN TWP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2019-468	GIGUERE HOMES	MISC	BENNETT RD	MERIDIAN	
2019-455	DELHI TWP/ LEAVITT&STARCK	WALKWAY CONSTRUCTION	VARIOUS	DELHI	
2019-465	GARY HARVEY	TREE REMOVAL	WHISPERWOOD DR	MERIDIAN	
2019-438	CONSUMERS ENERGY	GAS	WILLOUGHBY RD	DELHI	
2019-437	COMCAST	CABLE – UG	SOWER BLVD	MERIDIAN	
2019-456	COMCAST	CABLE – UG	CEDAR ST	DELHI	
2019-424	ICDC / BARNHART & SON	STORM	HOLT RD	DELHI	
2019-280	CONSUMERS ENERGY	ELEC-OH, BORE PUBLIC ROAD CONSTRUCTION	WILLIAMSTON RD	INGHAM	
2019-372	CITY OF MASON	WALKWAY CONSTRUCTION	HOWELL RD	VEVAY	
2019-466	JH CONCRETE CONSTRUCTION	WALKWAY CONSTRUCTION	WILLEDSON AVE	DELHI	
2019-481	MERIDIAN TWP	SPECIAL EVENT	HULETT RD	MERIDIAN	
2019-480	CONSUMERS ENERGY	ELECTRIC – OH	OLDS RD	LESLIE	
2019-393	CONSUMERS ENERGY	ELECTRIC – OH	KANSAS RD	MERIDIAN	
2019-471	CONSUMERS ENERGY	ELECTRIC – OH	SHERWOOD RD	MERIDIAN	
			MANAGING DIRECTOR:	_____	

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO ROGER DONALDSON AIA
FOR ARCHITECTURAL SERVICES FOR THE RENOVATION OF OFFICE SPACE AT THE
DRAIN COMMISSIONER'S OFFICE**

RESOLUTION # 19 – 372

WHEREAS, additional workspace and work stations are needed for staff; and

WHEREAS, it's the recommendation of the Facilities Department to enter into an agreement with Roger Donaldson, AIA, a registered local vendor who submitted the lowest responsive and responsible proposal of \$5,980.00 plus \$100.00 for reimbursables; and

WHEREAS, funds for this project are available through the contingency fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Roger Donaldson AIA, Holt, Michigan, 48842, for the architectural services for the renovation of office space at the Drain Commissioner's Office for an amount not to exceed \$6,080.00.

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, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 09/17/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE RENEWAL OF THE SERVICE AGREEMENT FOR
MAINTENANCE ON BOTH X-RAY SCREENING MACHINES AT THE
VETERANS MEMORIAL COURTHOUSE AND GRADY PORTER BUILDING**

RESOLUTION # 19 – 373

WHEREAS, the County has a current agreement with Smith's Detection to provide preventative maintenance and service on the two Hi-Scan 6040I screening machines, one at the Grady Porter Building and one at the Veterans Memorial Courthouse; and

WHEREAS, the current service agreement expired on July 31, 2019; and

WHEREAS, Smith's Detection is proprietary; and

WHEREAS, the new agreement is once again for two units, for a two year period, beginning August 1, 2019 and ending on July 31, 2021; and

WHEREAS, Smith's Detection has agreed to hold their current pricing to perform inspections, maintenance and/or repair services on both machines for a total cost not to exceed \$16,846.00; and

WHEREAS, the funds for this service are available within the Veterans Memorial Courthouse Maintenance Contractual line item 631-26720-931100.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a two year renewal of the service agreement with Smith's Detection, 2202 Lakeside Boulevard, Edgewood, MD 21040, for maintenance of the two X-ray screening machines, one at the Grady Porter Building and one at the Veterans Memorial Courthouse, for a total cost not to exceed \$16,846.00.

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, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION REJECTING ALL BIDS
FOR ITEM VII OF BID PACKET #108-19
FOR ITEM VIII OF BID PACKET #108-19
AND
AUTHORIZING A CONTRACT WITH
ACTION TRAFFIC MAINTENANCE, INC
FOR ITEM IX OF BID PACKET #108-19
AS-NEEDED CONCRETE, GUARDRAIL AND/OR TRAFFIC SIGNAL CONSTRUCTION**

RESOLUTION # 19 – 374

WHEREAS, the Road Department has determined that miscellaneous as-needed concrete, guardrail, and/or traffic signal construction is needed in various locations throughout the county; and

WHEREAS, the cost for the as-needed concrete, guardrail, and/or traffic signal construction is/will be budgeted in the 2019 and 2020 Road Fund Budgets; 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 #108-19, Items VII, VIII, and IX; 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, the low bid for Item VII results in project costs significantly greater than anticipated costs typically encountered on similar projects, so as a result, it is recommended to reject all bids received for Item VII of Bid Packet #108-19; and

WHEREAS, no bids were received for Item VIII, so as a result, it is recommended to reject the award of a contract for Item VIII of Bid Packet #108-19; and

WHEREAS, Action Traffic Maintenance, Inc of Flint, MI, submitted the lowest responsive and responsible unit price bid for Item IX as follows:

Item IX: As-Needed Guardrail Contract

Unit Price Bids applied to example projects from bid packet:

Allen Road over Wolf Creek = \$22,930.00

College Road over I-96 = \$66,603.00

SEPTEMBER 24, 2019 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the rejection of all bids for Item VII for as-needed traffic signal construction and Item VIII for as-needed concrete construction as specified in the Ingham County Road Department's Bid Packet #108-19.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves entering into a unit price contract with Action Traffic Maintenance, Inc for Item IX for as-needed guardrail construction services as specified in the Ingham County Road Department's Bid Packet #108-19.

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, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 20**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF HYDRAULIC COMPONENTS AND
EQUIPMENT NEEDED FOR TWO NEW TANDEM AXLE TRUCK CHASSIS**

RESOLUTION # 19 – 375

WHEREAS, the Ingham County Road Department (ICRD) needs to replace two of its existing tandem axle dump trucks, which have aged past the point of economical serviceability; and

WHEREAS, these hydraulic components and equipment are needed to complete the construction of two new tandem axle truck chassis; and

WHEREAS, the ICRD has purchased two new tandem axle truck chassis from the State of Michigan MiDEAL program. The required hydraulic components and equipment are purchased separately from the truck chassis. The ICRD Maintenance Shop will install all of these hydraulic components and equipment on the two new tandem axle truck chassis; and

WHEREAS, the ICRD's adopted 2019 budget includes in controllable expenditures funds for this and other equipment purchases; and

WHEREAS, bids for hydraulic components and equipment to complete the two new tandem axle truck chassis were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of ICRD staff, to purchase these products from Heights Machinery, Inc. Williamsburg, Michigan at a total cost not to exceed \$41,109.02.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids and authorizes the purchase of hydraulic components and equipment from Heights Machinery, Inc. Williamsburg, Michigan 49690.

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 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 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 21**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT AND IMPLEMENT
A STATE REQUIRED LOCAL PAVEMENT WARRANTY PROGRAM**

RESOLUTION # 19 – 376

WHEREAS, the Michigan Legislature per PA 175 of 2015 (MCL 247.662(22)) requires each county road agency to adopt a Local Agency Pavement Warranty Program approved by the Michigan Department of Transportation (MDOT); and

WHEREAS, as a result, a uniform, statewide Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force, consisting of MDOT, Federal Highway Administration (FHWA) Michigan Office, the County Road Association of Michigan (CRA), the Michigan Municipal League (MML), Michigan's Local Technical Assistance Program (LTAP), municipal road agency representatives, and legal counsels, with input from industry representatives; and

WHEREAS, the intent of the Local Agency Pavement Warranty Program is to provide a warranty program that all local agencies can use for larger road projects and to establish a common pavement warranty program for all local agencies in Michigan; and

WHEREAS, the goals of this warranty program are to standardize the review, to provide oversight of pavement warranty projects, and to make this program more transparent and uniform for private sector contractors; and

WHEREAS, MDOT has reviewed and approved the Michigan Local Agency Pavement Warranty Program, consisting of various standard contract provisions to be included in project contracts having warranties, warranty bonding documents, and local agency guidelines for implementation; and

WHEREAS, the Ingham County Road Department (ICRD) agrees to consider a local pavement warranty on each ICRD project that includes completely new road construction, complete reconstruction, and/or \$2 million or more in paving-related items, and includes any state or federal funds; and

WHEREAS, the Local Agency Pavement Warranty Program law requires each county road agency to annually report project and warranty status to MDOT on each project that includes a warranty and/or \$2 million or more in paving-related items and includes any state or federal funds, whether or not a warranty was utilized in the project; and

WHEREAS, ICRD agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation.

SEPTEMBER 24, 2019 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners on behalf of the Ingham County Road Department hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents developed by the Local Agency Pavement Warranty Task Force as described above in accordance with the requirements of PA 175 of 2015 (MCL 247.662(22)).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners on behalf of the Ingham County Road Department hereby agrees to implement the Local Agency Pavement Warranty Program and annually report in accordance with the law as described above.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 22**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A HEALTH INSURANCE PREMIUM DEDUCTION SERVICE
AGREEMENT WITH THE MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (MERS)**

RESOLUTION # 19 – 377

WHEREAS, Ingham County provides health insurance benefits to retirees and their eligible dependents, with retirees paying monthly contributions for these benefits; and

WHEREAS, the Ingham County Financial Services Department currently conducts monthly manual collections activities to receive retiree contributions; and

WHEREAS, retirees are receiving a monthly pension benefit from the Municipal Employees' Retirement System (MERS); and

WHEREAS, MERS will deduct retirees' monthly contributions from the retirees' monthly pension benefit with approval from the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Health Insurance Premium Deduction Service Agreement (Agreement) with the Municipal Employees' Retirement System (MERS).

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

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

Health Insurance Premium Deduction Service Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This Health Insurance Premium Deduction Agreement ("Agreement" is between Municipal Employees' Retirement System of Michigan ("MERS") and Ingham Co

(Municipality name)

("Municipality") 3303, for the following Division(s) ,
(Municipality number) (Division name/s)

(collectively, the "Parties") **effective** on the first day of , 20.
(Division number/s)

The Municipality provides health (medical, dental and/or vision) insurance benefits to retirees ("Retirees") and their eligible dependents, with the Retirees paying monthly contributions for the benefits ("Retiree Contributions"). The Retirees are receiving a monthly pension benefit from MERS under the Municipality's MERS defined benefit or hybrid plan. The Municipality, with approval from its Governing Body, desires to have MERS deduct Retiree Contributions from the Retirees' monthly pension benefit from MERS, and MERS is willing to do so on the terms and conditions contained in this Agreement.

The Parties agree as follows:

1. **Term of Agreement:** This Agreement shall be effective beginning on the effective date above, for an initial term of one year. The Agreement shall automatically renew for successive periods of one year each unless terminated in accordance with paragraph 5 below.
2. **Coverage:** This Agreement applies to Retiree Contribution for the following health insurance benefit premiums Retiree Contributions (check all that apply):
☐ Medical ☐ Dental ☐ Vision
3. **Scope of Services and Responsibilities of the Parties:**
 - a. The Municipality shall obtain and maintain, in reasonably accessible format, copies of written authorizations from each Retiree who wishes to have the insurance premium deducted from their monthly MERS pension benefit, in a format satisfactory to MERS.
 - b. The Municipality will, prior to MERS' commencing services under this Agreement, provide to MERS a list of its Retirees and their Retiree Contribution amounts ("Census").
 - c. Annually, and within 30 days of this Agreement's anniversary date, the Municipality shall provide MERS with a new Census or a written statement that no changes are required, in addition to the obligation to advise MERS of changes on a monthly basis, as set forth below.
 - d. Using the Census, MERS will deduct each Retiree Contribution amount from each Retiree's monthly benefit payment. On the 18th day of each month, MERS will send to the Municipality, via electronic funds transfer, the Retiree Contribution amounts. If the 18th day of the month falls on a weekend or holiday, the payment will be transferred the business day before.
 - e. The Municipality is responsible for all communication with the Retirees regarding the occurrence of the deductions and the amount of and any other information relating to the Retiree Contributions.

Health Insurance Premium Deduction Service Agreement

- f. In addition to the annual review obligations set forth above, the Participating Municipality is responsible to communicate to MERS any and all changes to the Census prior to or on the 1st of each month for the upcoming payroll using the MERS identified method and format. Communications must be sent to MERS via e-mail to paymentsupport@mersofmich.com. Any changes not communicated to MERS by the 1st of each month will not be implemented in that month's payroll. Retroactive adjustments will not be made by MERS. The Municipality is solely responsible for correcting any errors that may occur due to untimely communication of changes to the Census, which may include refunding amounts to Retirees or collecting additional Retiree Contributions from the Retirees.
- g. The Municipality will pay MERS an annual fee per Coverage Type/Level (i.e. type of plan, single or married, etc.), and an annual fee per Retiree for the services set forth in this Agreement. The fee structure is as follows:

First Year (set-up)		Subsequent Years	
Part A: Number of Coverage Types/Levels		Part A: Number of Coverage Types/Levels	
1 to 49	\$200	1 to 49	\$200
Up to 99	\$300	Up to 99	\$300
Up to 149	\$400	Up to 149	\$400
Up to 199	\$500	Up to 199	\$500
Every additional 50 coverage types/levels above 199 is an additional \$100		Every additional 50 coverage types/levels above 199 is an additional \$100	
Part B: Per Participant Fee		Part B: Per Participant Fee	
\$5		\$2	

MERS may change the fee structure with prior written notice.

MERS will provide an annual invoice to the Municipality at year-end. The Municipality must pay MERS by check or electronic funds transfer the calculated amount within 30 days of receipt of the invoice.

4. **Limitations on Service:** MERS does not assume any obligations other than those responsibilities stated in this Agreement. In particular, MERS does not have the following obligations:
 - a. *Not a Fiduciary:* MERS is not the administrator, plan sponsor, trustee or fiduciary of the Participating Municipality's health insurance benefit plan(s). MERS shall have no discretionary authority or control over the management of the Municipality's health insurance benefit plan(s), and shall exercise no discretion or control with respect to the management or disposition of the Retiree Contribution amounts. MERS is not responsible for qualification or compliance of the Participating Municipality's health insurance plan(s) with the Internal Revenue Code and any other applicable laws, federal, state, or local, for which the plan sponsor or insurance plan administrator is responsible by law.
 - b. *Expenses:* MERS is not responsible for payment of any expense of the Participating Municipality's health insurance plan, including, but not limited to, the fees of an attorney, accountant and other individual or entity not employed by MERS who provides services hereunder at the request of or with the prior consent of the Participating Municipality.

Health Insurance Premium Deduction Service Agreement

5. **Termination of Agreement:** This Agreement may be terminated at any time by MERS or the Participating Municipality, by written notice. In the event of a termination, MERS shall cease to deduct Retiree Contribution amounts and will distribute any Retiree Contributions currently held to the Participating Municipality as soon as administratively practicable, or not later than the 18th day of the month following termination. The Municipality will be invoiced the annual fee following the termination notice. Failure to pay any invoice when due may result in termination of this agreement.
6. **Indemnification:** The Municipality agrees to indemnify MERS against any and all claims and liabilities arising out of MERS' performance under this Agreement. MERS shall not be liable, nor advance its own funds, for the payment of benefits or claims under the Municipality's health insurance plan(s). MERS shall not be liable for any cancellation or modification to any health insurance policy or benefit for any Retiree that may occur as a result of or during the effectiveness of this Agreement.
7. **Authority:** The Municipality's Governing Body has approved entry into this Agreement, and has authorized the signatory below to execute this Agreement and any subsequent amendments to this Agreement.
8. **Amendment and Waiver:** This Agreement may only be amended in writing, signed by both Parties. No failure of either Party to enforce any provisions of this Agreement shall constitute a waiver.
9. **Disputes:** Disputes arising out of this Agreement will be governed by the MERS' Plan Document and/or heard in the Circuit Court for the County of Eaton, State of Michigan. Michigan law shall govern this Agreement.

By signing below, both parties agree that the deductions will be administered in accordance with this Agreement. Items not addressed in this Agreement shall be administered in accordance with the Adoption Agreement between the Parties, the MERS Plan Document and/or applicable law.

Executed as of the first date above:

Authorized Designee of Governing Body of Municipality:

Signature: _____

Name: _____

Title: _____

The Municipal Employees' Retirement System of Michigan:

Signature: _____

Name: _____

Title: _____

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 23**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING COOPERATIVE AGREEMENT BETWEEN UNITED STATES
AND INGHAM COUNTY TO ACCEPT \$218,400.00 FOR THE
AREND TRUST CONSERVATION EASEMENT**

RESOLUTION # 19 – 378

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and open space 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 Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2018 cycle and submitted the Judith R. Arend Trust Farm to the 2018 Federal Agriculture Conservation Easement Program application cycle, for consideration of matching funds; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board Purchase of Development Rights Ordinance authorized the Ingham County Farmland and Open Space Preservation Board to make offers to purchase conservation easements on farms based on state certified appraisals; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase the Permanent Conservation Easement Deeds on the Judith R. Arend Trust property.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Cooperative Agreement # (place holder) for \$218,400.00 between United States of America (The United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Agriculture Conservation Easement Program (ACEP).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign Cooperative Agreement #(place holder) Amendment 2, and staff to sign all non-essential documents, after review and approval by County Attorney.

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

Nays: None **Absent:** Koenig **Approved 09/17/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

Award Identifying Number: N1926ALE0010049

NEST Agreement Number: 545D211901S21

**FY 2019 STATEMENT OF WORK
to
COOPERATIVE AGREEMENT
between
THE COMMODITY CREDIT CORPORATION
and the
INGHAM COUNTY FARMLAND AND OPEN SPACE
PROGRAM
for the
AGRICULTURAL CONSERVATION EASEMENT PROGRAM
AGRICULTURAL LAND EASEMENTS**

This Cooperative Agreement is entered into by and between the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS), on behalf of the Commodity Credit Corporation (CCC), and the **INGHAM COUNTY FARMLAND AND OPEN SPACE PROGRAM** (hereinafter, whether singular or plural, **ENTITY**) for the purchase of agricultural land easements under the Agricultural Conservation Easement Program (ACEP-ALE). The CCC will utilize the expertise and services of NRCS to perform its duties identified in this Cooperative Agreement. The term "Parties" as used herein refers collectively to NRCS and the **ENTITY**.

I. AUTHORITY

NRCS enters this Cooperative Agreement under the authorities of the Commodity Credit Corporation Charter Act, 15 U.S.C. Section 714 et seq.; the Agricultural Conservation Easement Program, subtitle H of title XII of the Food Security Act of 1985, 16 U.S.C. Section 3865 et seq.; and the Federal Grant and Cooperative Agreement Act of 1977, 31 U.S.C. Section 6304 et seq. This Cooperative Agreement will be administered in accordance with uniform regulation for grants and agreements in 2 CFR Parts 25, 170, 200, and 400 and in accordance with the policies and procedures set forth in the ACEP regulation (7 CFR Pt. 1468) as published on January 1, 2018, except as otherwise specified herein.

INGHAM COUNTY FARMLAND AND OPEN SPACE PROGRAM enters this Cooperative Agreement under the authorities of **Ingham County Farmland Purchase Development Rights Ordinance No. 04-01**.

II. PURPOSE

This Cooperative Agreement stipulates the terms and conditions under which NRCS will provide ACEP cost-share assistance to the **ENTITY**. The **ENTITY** has signed the Notice of Grant and Agreement Award acknowledging that the award is subject to the terms and conditions of this Cooperative Agreement and all applicable laws, regulations, and policy.

THEREFORE, the Parties agree to enter into this Cooperative Agreement to purchase agricultural land easements from eligible landowners (Grantors) to protect the agricultural use, future viability, and related conservation values of eligible land by limiting nonagricultural uses of that land that negatively affect the agricultural uses and conservation values or to protect grazing uses and related conservation values by restoring or conserving eligible land. The Parties have identified these eligible lands on Attachment A to this Cooperative Agreement as parcels, herein referred to collectively as "Parcels" or individually as a "Parcel."

III. OBLIGATION OF FUNDS

- A. Upon execution of this Cooperative Agreement, NRCS will make cost-share assistance available up to the amount specified on the Notice of Grant and Agreement Award for the acquisition by the **ENTITY** of agricultural land easements on the funded Parcels listed on Attachment A to this Cooperative Agreement. To receive this cost share, the **ENTITY** must purchase the agricultural land easement and request payment of the NRCS cost share in accordance with Section VII of this Cooperative Agreement.

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Entity Representative Initial _____

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NRCS may make additional cost-share assistance available in future fiscal years only to accommodate an increase in the appraised value of Parcels identified in Attachment A or substitute Parcels added to Attachment A as described in Section III.B., below, through the execution of mutually acceptable amendments to this Cooperative Agreement that identify the additional cost-share assistance amount, the adjustment to or substitution of a listed Parcel, and the terms and conditions of the funding if different from the terms and conditions identified herein, as provided in Section IX.C. This Cooperative Agreement shall not be amended to add additional attachments beyond Attachment A in future fiscal years.

- B. Upon mutual agreement of the Parties and execution of an amendment, as provided in Section IX.C, NRCS may allow substitution of Parcels at any time, provided the Parcels are of comparable conservation value as determined by NRCS.
- C. This Cooperative Agreement will expire on August 31, 2022. This Cooperative Agreement may be extended for up to two consecutive 12-month periods as follows: The first extension would expire on August 31, 2023, and the second extension would expire on August 31, 2024. Requests for an extension to this Cooperative Agreement must be submitted by the ENTITY to NRCS at least 60 days in advance of the agreement expiration date. The extension must take the form of an amendment to this Cooperative Agreement, which must be fully executed by all parties prior to the agreement expiration date in order to be valid. Should the ENTITY not close all Parcels on Attachment A prior to the agreement expiration date, NRCS may release any remaining funds from this Cooperative Agreement.
- D. Nothing in this document obligates NRCS or the ENTITY to purchase all or any of the agricultural land easement Parcels listed in Attachment A.

IV. FEDERAL SHARE

Based on a determination by NRCS that the ENTITY has satisfied the terms and conditions of this agreement, NRCS will pay the ENTITY a cost-share amount for the purchase of each agricultural land easement acquired by the ENTITY. The Federal share will not exceed 50 percent of the fair market value of the agricultural land easement as determined using one of the methods set forth in 7 CFR Section 1468.24. The payment of the Federal share for the purchase of an agricultural land easement on a parcel owned by a legal entity, general partnership, or joint venture will be reduced by an amount commensurate with the direct or indirect ownership interest in the legal entity, general partnership, or joint venture of each person or legal entity determined to have an average adjusted gross income that exceeds the limitation provisions of 7 CFR Part 1400, Subpart F.

V. COOPERATING ENTITY'S CONTRIBUTION

- A. At the time of execution of this Cooperative Agreement, the ENTITY must agree to contribute an amount for the easement purchase at least equivalent to the Federal share. The ENTITY may include as part of its contribution a charitable donation or qualified conservation contribution (as defined by sec. 170(h) of the Internal Revenue Code of 1986) from the eligible landowner if the ENTITY contributes its own cash resources in an amount that is at least 50 percent of the amount contributed by NRCS. If the NRCS State conservationist has waived a portion of the ENTITY cash contribution requirement for individual projects of special significance, the Parcels receiving the waiver must be identified in Attachment A and the ENTITY must provide a copy of the approved waiver at the time payment is requested.
- B. The ENTITY must self-certify on NRCS Form 230, "Confirmation of Matching Funds" (Exhibit 4), that the ENTITY's contribution of its own cash resources has not come from additional donations, payments, loans, or fees made by or charged to the Grantor (landowner) of the agricultural land easement, immediate family members, or organizations controlled by or funded by the Grantor (landowner), either through formal or informal agreements. The ENTITY must provide a completed NRCS Form 230 to

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NRCS for a Parcel prior to the closing or an advance of funds for that Parcel.

- C. At the time of closing of any of the Parcels listed on Attachment A to this Cooperative Agreement, the **ENTITY** may choose to follow either the Cooperating Entity's Contribution requirements described in this Section V or the Cooperating Entity's Contribution requirements in effect as of the closing date, as described in 7 CFR Section 1468.24 or applicable successor regulation.

VI. PAYMENTS

- A. The **ENTITY** must meet the terms and conditions set forth in this agreement and provide NRCS with the items identified in this Section and Section VII in order to receive the Federal share for a Parcel.
- B. The **ENTITY** may request payment of the Federal share as reimbursement after closing or as an advance payment prior to closing of an agricultural land easement on a Parcel.
- C. To obtain reimbursement or an advance payment of the Federal share, the **ENTITY** must submit Standard Form 270 (SF-270)(Request for Advance/Reimbursement of Funds (Exhibit 5)), the SF-270 Supplement for Noncertified Eligible Entities (Exhibit 6), and the information and documentation required by the supplement to the NRCS contact named on the Notice of Grant and Agreement Award. The **ENTITY** may submit the SF-270 payment request package—
1. 60 days prior to the planned closing date when a payment is to be issued at closing (advance payment);
 2. After the agricultural land easement has been recorded and the landowners have been paid (reimbursement); or
 3. On a quarterly basis for each quarter that agricultural land easements have been recorded and the landowners have been paid (reimbursement).
- D. **ENTITY** must maintain current registration in the Dun and Bradstreet Data Universal Numbering System (DUNS) and meet the System for Award Management (SAM) registration requirements or successor registry for the duration of this Cooperative Agreement.
- E. NRCS will disburse payment following receipt of a fully complete and correct SF-270 payment request package from the **ENTITY** within 30 days if the Federal share for the individual easement is less than \$250,000 and within 60 days if the Federal share for the individual easement is \$250,000 or greater.
- F. If NRCS provides an advance payment, the **ENTITY** must obtain a receipt for the Federal funds from the closing agent and provide it to NRCS prior to closing. The **ENTITY** must ensure the closing agent does not hold the Federal funds in escrow for more than 30 calendar days. If closing does not occur within 30 calendar days of receipt of the advance payment, the **ENTITY** must ensure the Federal funds and any interest earned on those funds while in escrow are returned to NRCS by the 31st calendar day. The **ENTITY** must ensure that the Federal funds are fully insured while held in escrow.

VII. RESPONSIBILITIES

A. ENTITY Responsibilities:

1. **ENTITY** will purchase agricultural land easements on eligible land from eligible landowners for the Parcels identified on Attachment A to this Cooperative Agreement consistent with the requirements identified herein. The landowner is identified as the Grantor under the terms of the agricultural land easement deed. The **ENTITY** must notify NRCS as soon as possible if there is a change in landownership after the parcel is identified as selected for funding and prior to closing on the easement.
2. **ENTITY** must ensure that the agricultural land easements acquired with funds made available under this Cooperative Agreement and the agricultural land easement deeds satisfy the following requirements:
 - a. Contain the "Minimum Deed Terms for the Protection of Agricultural Use," attached to this Cooperative Agreement as Exhibit 7 (ALE Minimum Deed Terms) or the most recent ALE Minimum Deed Terms approved for use under the Agricultural Improvement Act of 2018, Public Law 115-334, in effect at the time of Parcel closing. The **ENTITY** is authorized to use its own terms and conditions in the agricultural land easement deeds so long as the ALE Minimum Deed

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Terms are included pursuant to Paragraph 3, below;

- b. Address all of the regulatory deed requirements identified at 7 CFR Section 1468.25(d), except as further clarified in paragraph 10 below and as addressed in the Minimum Deed Terms attached hereto as Exhibit 7;
 - c. Address the disposition of the agricultural land easement and the Federal share in the event the agricultural land easement is ever extinguished, terminated, or condemned in whole or in part;
 - d. Are conveyed for the purpose of protecting natural resources and the agricultural nature of the land and permitting the landowner the right to continued agricultural production and related uses;
 - e. Run with the land in perpetuity or, where State law prohibits a permanent easement, for the maximum duration allowable under State law;
 - f. Protect the agricultural use, future viability, and related conservation value of the Parcels by limiting nonagricultural uses of that land that negatively affect the agricultural uses and conservation values or protect grazing uses and related conservation values by restoring or conserving eligible land;
 - g. Provide for the administration, management, and enforcement of the agricultural land easement by the ENTITY or its successors and assigns;
 - h. Permit effective enforcement of the conservation purposes of such easements; and
 - i. A conservation plan is required pursuant to the terms of 7 CFR Section 1468.25(d)(2) for any portion of the Parcel that is Highly Erodible Cropland (HEL).
3. The ENTITY has the following three options for ensuring that the agricultural land easement deed contains the ALE Minimum Deed Terms required in paragraph VII.A.2 above:
- a. Attach the ALE Minimum Deed Terms Addendum as an Exhibit to the Agricultural Land Easement Deed. Under this option, the ENTITY does not need to have the entire agricultural land easement deed reviewed by NRCS National Headquarters; instead, NRCS at the State level will verify prior to the ENTITY requesting an advance of the Federal share or closing on an agricultural land easement that the ENTITY satisfies all of the following requirements:
 - (i) The ALE Minimum Deed Terms addendum will be attached to the agricultural land easement deed at the time of closing and recordation;
 - (ii) The terms of the ALE Minimum Deed Terms addendum are not modified except for appropriate formatting changes, selecting options, removing instructional provisions, and substituting, as needed, the defined terms for the ALE Deed, Baseline Documentation Report, Protected Property, and the Parties; and
 - (iii) The paragraph below is inserted at the bottom of the agricultural land easement deed: *This [INSERT DEFINED TERM FOR AGRICULTURAL LAND EASEMENT] is acquired with funds provided, in part, under the Agricultural Conservation Easement Program (ACEP). The EXHIBIT ____ is attached hereto and incorporated herein by reference and will run with the land [SELECT ONE: in perpetuity OR for the maximum duration allowed under applicable State laws]. As required by 16 U.S.C. Section 3865 et seq. and 7 CFR Part 1468, and as a condition of receiving ACEP funds, all present and future use of the Protected Property identified in EXHIBIT ____ (legal description or survey) is and will remain subject to the terms and conditions described in EXHIBIT ____ entitled Minimum Deed Terms for the Protection of Agricultural Use that is appended to and made a part of this easement deed.*
 - b. Incorporate the ALE Minimum Deed Terms into the Body of the Agricultural Land Easement Deed. Under this option, the ENTITY must ensure the terms as stated in the ALE Minimum Deed Terms addendum are included in the body of the agricultural land easement deed. The ALE Minimum Deed Terms may be formatted to select options where instructed, conform terms to deed formatting, complete terms with required information, and delete instructions to drafters.

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Each individual agricultural land easement deed must be reviewed and approved by NRCS National Headquarters prior to the ENTITY requesting an advance of the Federal share or closing on an agricultural land easement.

- c. Entity Agricultural Land Easement Deed Template Approved by NRCS. Beginning in fiscal year 2020, and upon mutual agreement of the Parties, the Cooperative Agreement may be amended to replace or supplement the attached Exhibit 7 with an agricultural land easement deed template approved by NRCS National Headquarters (NHQ), to be used for every Parcel listed on Attachment A to this Cooperative Agreement. The terms and conditions of the agricultural land easement deed template must contain the most recent ALE minimum deed terms and must be approved by NRCS NHQ in advance of the execution of an amendment to the Cooperative Agreement. If the ENTITY uses the approved NRCS NHQ-approved deed template without changing any terms or conditions, then the ENTITY is not required to obtain NRCS NHQ review and approval of the individual, final agricultural land easement deeds. NRCS at the State level will verify that the individual, final agricultural land easement deed is the same as the NHQ-approved template prior to the ENTITY requesting an advance of the Federal share or prior to closing on an agricultural land easement.
4. The ENTITY must provide to NRCS a copy of the agricultural land easement deed and all Exhibits at least 90 days before the planned closing date.
5. NRCS may require adjustments to the provisions identified in paragraph VII.A.2 above and require the addition of other provisions if NRCS determines that they are necessary to meet the purposes of ACEP and protect the conservation values of the Protected Property.
6. The ENTITY must perform necessary legal and administrative actions to ensure proper acquisition and recordation of valid agricultural land easements.
7. The ENTITY must pay all costs of agricultural land easement acquisition and must operate and manage each agricultural land easement in accordance with its easement program, this Cooperative Agreement, 16 U.S.C. Section 3865 et seq., and applicable regulations. NRCS will have no responsibility for the costs or management of the agricultural land easements purchased by the ENTITY.
8. NRCS will not be responsible for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the ENTITY in connection with its acquisition or management of the agricultural land easements acquired pursuant to this Cooperative Agreement. This includes but is not limited to acts and omissions of the ENTITY agents, successors, assigns, employees, contractors, or lessees that result in violations of any laws and regulations that are now or that may in the future become applicable.
9. The ENTITY must prepare a baseline documentation report documenting the condition of the Parcel as of the time the agricultural land easement is acquired and include a completed baseline documentation report in the payment request package submitted to NRCS pursuant to Section VI. The baseline documentation report must contain maps, full descriptions and pictures of the Parcel location, existing structures and infrastructure, land use, land cover and its condition, and any special features for which the Parcel is being protected. The ENTITY must provide NRCS a draft baseline documentation report at least 90 days before the planned closing date of the agricultural land easement deed.
10. ENTITY must ensure completion of a conservation plan that meets the requirements of 7 CFR Part 12 for any portion of a Parcel that contains highly erodible cropland (HEL). The HEL conservation plan must be developed by NRCS or an NRCS-certified planner and approved prior to closing. The HEL conservation plan may comprise the entirety of an agricultural land easement plan. The development of a broad, comprehensive agricultural land easement plan or associated component plans is not required unless agreed to by ENTITY as a condition of funding. The agricultural land easement is not required to be subject to an agricultural land easement plan with the exception that the ENTITY must ensure that the ALE deed addresses compliance requirements associated with HEL conservation plans pursuant to 7 CFR Part 12.

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11. In acquiring agricultural land easements, the ENTITY must ensure that the title to the lands or interests therein will be unencumbered or that outstanding or reserved interests are subordinated to the agricultural land easement. The ENTITY and NRCS must review the title commitment to ensure there are no encumbrances that would allow nonagricultural uses of the property that are not acceptable to the ENTITY or NRCS. The ENTITY must provide NRCS a copy of the title commitment or title report, a summary of the ENTITY title review findings, and any other requested documentation related to title at least 90 days before the planned closing date. Any exceptions to the requirement to remove or subordinate outstanding or reserved interests must be consistent with this Cooperative Agreement, 16 U.S.C. Section 3865 et seq., and applicable regulations, and approved by NRCS and documented on the LTP-23 Certificate of Use and Consent.
12. The ENTITY must secure proper title evidence and insurance using an American Land Title Association (ALTA) Owner's Policy with the ENTITY listed as the insured on the policy and the policy issued for at least the full amount of the agricultural land easement purchase price.
13. The ENTITY must obtain a determination of the fair market value of the agricultural land easement for each Parcel at its own cost using one of the methods set forth in 7 CFR Section 1468.24. Individual appraisals must be conducted by a certified general appraiser and must conform to the NRCS appraisal specifications provided as Exhibit 8 and either the Uniform Standards of Professional Appraisals Practices (USPAP) or the Uniform Appraisal Standards for Federal Land Acquisitions (Interagency Land Acquisition Conference, 2000) (USFLA). The effective date of the appraised value must be within 6 months prior to or after the date the Parcel is added to this agreement as a funded Parcel or within 12 months of the closing date of the agricultural land easement on the Parcel. Use of fair market valuation methodologies other than individual USPAP or UASFLA appraisals must be approved by NRCS in writing prior to entering into this Cooperative Agreement.
14. The ENTITY must provide the appraiser the NRCS appraisal specifications (Exhibit 8) and all of the items required to be provided by the ENTITY as identified in the NRCS appraisal specifications. The ENTITY must receive a separate appraisal report for each funded Parcel identified on Attachment A. Under no circumstances may the ENTITY allow the landowner to approve or disapprove of the appraiser selected to prepare the appraisal report. The landowner may not be listed as the client.
15. The ENTITY must provide NRCS a completed appraisal report at least 90 days before the planned closing of the agricultural land easement so that NRCS may conduct a technical review of the appraisal. The ENTITY may not close the agricultural land easement until the technical reviewer approves the appraisal report. If the ENTITY closes the agricultural land easement prior to the approval of the appraisal by the technical reviewer NRCS may not provide the Federal share for the agricultural land easement and may terminate this agreement.
16. The ENTITY may not use ACEP funds to acquire an easement on a property in which the ENTITY's employee or board member, with decision-making involvement in easement acquisition and management matters, has a property interest or whose immediate family member or household member has a property interest. The ENTITY agrees to conduct itself in a manner so as to protect the integrity of agricultural land easements it holds and avoid the appearance of impropriety or actual conflicts of interest in its acquisition and management of agricultural land easements.
17. The ENTITY may not at any time, while the ENTITY holds title to the agricultural land easement, seek to acquire the remaining fee interest in the Parcel. Likewise, if the ENTITY enters into an agreement with another entity to manage or monitor the agricultural land easement, and that entity seeks to acquire the underlying fee, the ENTITY agrees to terminate immediately such agreement and arrange for an uninterested party to manage or monitor the Parcel.
18. The ENTITY must implement easement enforcement procedures when a violation of the agricultural land easement is identified by or reported to the ENTITY. ENTITY enforcement procedures resulting from a violation of a conservation plan may only be initiated after all administrative and appeal rights have been exhausted by the landowner in accordance with 7 CFR Part 12 and 7 CFR Part 614.
19. The ENTITY must submit a completed Federal Financial Report Standard Form 425 (FFRs) (Exhibit

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Entity Representative Initial _____

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- 2) to the NRCS State office at least 5 business days prior to the end of each fiscal quarter (December 31, March 31, June 30, and September 30) for each quarter the **ENTITY** closes an agricultural land easement on a Parcel. Reports must be submitted on an accrual accounting basis. Failure to submit complete reports in accordance with the above schedule may result in suspension or termination of the Cooperative Agreement. A final FFR must be submitted no later than 90 days after the end date of the Cooperative Agreement.
20. At a minimum, the **ENTITY** must monitor every agricultural land easement on an annual basis to ensure and document compliance with the agricultural land easement deed. Each year the **ENTITY** must submit the annual monitoring report for that year to the appropriate NRCS State office in the format required by NRCS.
21. Nongovernmental organizations must continue to meet the definition of nongovernmental organization in 7 CFR Section 1468.3 for the entire term of this agreement.
22. This paragraph and paragraphs 2, 7, 8, 9, 10, 16, 17, 18, 19, and 20 of this Section VII.A will survive the closing of the agricultural land easement and the termination or expiration of this Cooperative Agreement.

B. NRCS Responsibilities:

1. The United States, by and through NRCS, will review applications submitted by the **ENTITY**, determine land and landowner eligibility, rank eligible applications, obtain and review a hazardous substance record search, conduct an onsite visit, and authorize Parcels to be added to Attachment A to this Cooperative Agreement as tentatively selected for funding or as substitutes.
2. NRCS will provide technical assistance to develop any required HEL conservation plans, and to the extent its resources allow, be available for consultation and review of any agricultural land easement plans developed by the **ENTITY**.
3. NRCS will manage the funds obligated to this Cooperative Agreement and, subject to the availability of funds, disburse the appropriate funds to the **ENTITY** in accordance with this Cooperative Agreement.
4. After the required materials have been submitted by the **ENTITY**, prior to closing, NRCS will—
 - a. Review the agricultural land easement deed based on the option selected by the **ENTITY** for incorporating the ALE Minimum Deed Terms, and provide the **ENTITY** with any approval instructions or items requiring resolution;
 - b. Review the title documents submitted by the **ENTITY**, complete an LTP-23 Certificate of Use and Consent, and provide the findings to the **ENTITY** for information or remedy as necessary;
 - c. Conduct a technical review of the appraisal submitted by the **ENTITY** and provide the findings to the **ENTITY** for information or resolution as necessary;
 - d. Develop a conservation plan on any highly erodible land and, if requested by the **ENTITY** and as resources allow, review any agricultural land easement plans developed by the **ENTITY** and identify any items for resolution to the **ENTITY**;
 - e. Review the draft baseline documentation report provided by the **ENTITY** and notify the **ENTITY** if additional information is needed;
 - f. Review and provide notice of determination on any waiver requests submitted by the **ENTITY** in accordance with ACEP policy; and
 - g. After NRCS reviews are completed and the materials are determined acceptable, provide the **ENTITY** with an "Approval for a Non-certified Eligible Entity to Proceed with the ALE Acquisition" letter and the NRCS-signed "Confirmation of Matching Funds."
5. If an advance payment is requested, NRCS will also provide a copy of the NRCS closing agent

NRCS Representative Initial _____

Entity Representative Initial _____

SEPTEMBER 24, 2019 REGULAR MEETING

Award Identifying Number: N1926ALE0010049
NEST Agreement Number: 545D211901S21

requirements to the **ENTITY**.

6. Prior to NRCS disbursement of funds, the NRCS State conservationist will verify that the **ENTITY** has provided all documentation, certifications, and information required by Sections VI and VII.A. NRCS will conduct an internal review the SF-270 payment request package in accordance with NRCS easement acquisition internal controls policy. The NRCS State office will submit a copy of the payment request package for national review and approval for all agricultural land easement payments that meet the national review threshold. Complete payment request packages for national review must be submitted by NRCS at the State level to NRCS NHQ no less than 30 days before the planned closing date.
7. NRCS will certify payment and disburse funds for Parcels listed as funded on Attachment A to this Cooperative Agreement when the **ENTITY** has requested payment prior to the expiration date of this Cooperative Agreement, consistent with the requirements of this Cooperative Agreement.
8. NRCS will review the annual monitoring reports provided by the **ENTITY** to ensure monitoring is conducted annually and reports are sufficient and submitted to NRCS annually for every NRCS-funded conservation easement held by the **ENTITY**.

VIII. PUBLIC INFORMATION

- A. The **ENTITY** agrees to acknowledge NRCS cost-share assistance in any public outreach materials or events related to agricultural land easements acquired pursuant to this Cooperative Agreement and to provide draft copies of such information to the NRCS State office for review and comment before public release.
- B. The **ENTITY** agrees to comply with NRCS guidelines and requirements regarding the disclosure of information protected under section 1244 of the Food Security Act of 1985 (16 U.S.C. Sec. 3844) and section 1619 of the Food, Conservation, and Energy Act of 2008 (7 U.S.C. Sec. 8791).

IX. GENERAL PROVISIONS

- A. This Cooperative Agreement constitutes financial assistance and, therefore, all Federal laws, regulations, and Executive orders are applicable, including 2 CFR Parts 25, 170, 200, and 400.
- B. It is the intent of NRCS to fulfill its obligations under this Cooperative Agreement. However, NRCS may not make commitments in excess of funds authorized by law or made administratively available. If NRCS is unable to fulfill its obligations under this Cooperative Agreement because of the unavailability of funds, this Cooperative Agreement will automatically terminate.

No assignment, in whole or in part, will be made of any right or obligation under this Cooperative Agreement without the joint approval of both NRCS and the **ENTITY**. Nothing herein will preclude NRCS or the **ENTITY** from entering into other mutually acceptable arrangements or agreements, except as identified in Section VII.A.16 of this Cooperative Agreement. Such documents must be in writing, must reference this Cooperative Agreement, and must be maintained as part of the official Cooperative Agreement file.
- C. This Cooperative Agreement may only be amended or modified by written amendment signed by the authorized officials of the NRCS and the **ENTITY**.
- D. NRCS may terminate this Cooperative Agreement if NRCS determines that the **ENTITY** has failed to comply with the provisions of this Cooperative Agreement or if it determines that it is in the best interests of the Federal Government to terminate. In the event that this Cooperative Agreement is terminated for any reason, the financial obligations of the Parties will be as set forth in 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."
- E. If any recipient of Federal funds under this Cooperative Agreement fails to comply with the terms and conditions of this Cooperative Agreement, NRCS reserves the right to wholly or partially recapture funds provided in accordance with applicable regulations.

NRCS Representative Initial _____

Entity Representative Initial _____

SEPTEMBER 24, 2019 REGULAR MEETING

Award Identifying Number: N1926ALE0010049
NEST Agreement Number: 545D211901S21

X. ATTACHMENTS and EXHIBITS

Signature Page – NRCS-ADS-093, “Notice of Grant and Agreement Award”

Attachment A – List of Agricultural Land Easement Parcels funded by NRCS

Exhibit 1 – NRCS General Terms and Conditions – Grants and Cooperative Agreements

Exhibit 2 – Standard Form 425 (SF-425), “Federal Financial Report”

Exhibit 3 – Representation Regarding Felony Convictions and Tax Delinquent Status for Corporate Applicants (AD-3031)

Exhibit 4 – NRCS Form 230, “Confirmation of Matching Funds for general ACEP-ALE”

Exhibit 5 – SF-270, “Request for Advance/Reimbursement of Funds”

Exhibit 6 – SF-270 Supplement for Noncertified Eligible Entities

Exhibit 7 – Minimum Deed Terms for the Protection of Agricultural Use (ALE Minimum Deed Terms addendum dated February 2019)

Exhibit 8 – NRCS Appraisal Specifications and Scope of Work for Appraisals of Real Property for ACEP-ALE

Exhibit 9 – Certification Regarding Lobbying

NRCS Representative Initial _____

Entity Representative Initial _____

SEPTEMBER 24, 2019 REGULAR MEETING

U.S. Department of Agriculture
Natural Resources Conservation Service

NRCS-ADS-093
7/2012

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number N1926ALE0010049		2. Amendment No. N/A	3. Award/Project Period DOFS - 8/31/2022	4. Type of Award Instrument Cooperative																																
5. Agency: Natural Resources Conservation Service (NRCS) (Name and Address) NRCS - Michigan State Office 3001 Coolidge Road, Suite 250 East Lansing, MI 48823			6. Recipient Organization: (Name and Address) Ingham County Farmland and Open Space Preservation Program 121 E. Maple Street, Mason, MI 48854 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>DUNS: 040574592</td> <td>EIN: 38-6005629</td> </tr> </table>		DUNS: 040574592	EIN: 38-6005629																														
DUNS: 040574592	EIN: 38-6005629																																			
7. NRCS Program Contact: Brian Thomas, 517-324-5259 brian.thomas@usda.gov		8. NRCS Administrative Contact: Brian Thomas, 517-324-5259 brian.thomas@usda.gov		9. Recipient Program Contact: Stacy Byers, 517-244-7197 stacy@sheridanland.com																																
10. Recipient Administrative Contact: Stacy Byers, 517-244-7197 stacy@sheridanland.com																																				
11. CFDA Number 10.931	12. Authority 16 U.S.C. 3865 et seq.		13. Type of Action i. New Agreement	14. Project Director N/A																																
15. Project Title/Description: ACEP-ALE, Nest No. 545D211901S21. Complete agreement includes this NRCS-ADS-093 (NOA) and attachments listed on page 2.																																				
16. Entity Type: <input type="checkbox"/> Profit <input type="checkbox"/> Nonprofit <input type="checkbox"/> Higher Education <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State/Local <input type="checkbox"/> Indian/Native American <input type="checkbox"/> Other																																				
17. Select Funding Type:			18. Accounting and Appropriation Data																																	
<input checked="" type="checkbox"/> Federal <input checked="" type="checkbox"/> Non-Federal			<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Financial Code</th> <th>Amount</th> <th>Fiscal Year</th> <th>Treasury Symbol</th> </tr> </thead> <tbody> <tr> <td>NR.SIAC8A.26.1S21.19 XXF</td> <td>\$ 218,400.00</td> <td>2019</td> <td>12X1004</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Financial Code	Amount	Fiscal Year	Treasury Symbol	NR.SIAC8A.26.1S21.19 XXF	\$ 218,400.00	2019	12X1004																								
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19. APPROVED BUDGET																																				
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<p>This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.</p>																																				

SEPTEMBER 24, 2019 REGULAR MEETING

U.S. Department of Agriculture
Natural Resources Conservation Service

NRCS-ADS-093
7/2012

(Continuation)

NOTICE OF GRANT AND AGREEMENT AWARD			
Award Identifying Number	Amendment No.	Award/Project Period	Type of Award Instrument
N1926ALE0010049	N/A	DOFS - 8/31/2022	Cooperative

List of Attachments:

Statement of Work and Attachment A (list of parcels); Ex. 1, General Terms and Conditions; Ex. 2, SF-425 Federal Financial Report; Ex. 3, AD-3031 Assurance for Felony and Tax Delinquency; Ex. 4, NRCS-CPA-230 Confirmation of Matching Funds; Ex. 5, SF-270 Request for Payment; Ex. 6, Supplement to SF-270 for Certified Eligible Entities; Ex. 7, Minimum Deed Terms; Ex. 8, Appraisal Specifications; Ex. 9, Certification Regarding Lobbying

Name and Title of Authorized Government Representative	Signature	Date
Garry Lee, State Conservationist		
Name and Title of Authorized Recipient Representative	Signature	Date
Stacy Byers, Director		

NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

SEPTEMBER 24, 2019 REGULAR MEETING

Agricultural Conservation Easement Program -- Agricultural Land Easement (ACEP-ALE)
Agreement Attachment A

Award Identifying Number: N1926ALE0010049
NEST Agreement Number: 545D211901S21

Attachment A- Fiscal Year (FY) 2019

List of Agricultural Land Easement Parcels Funded by NRCS With Fiscal Year 2019 Funds and Identified Substitute Parcels.

NRCS has made cost-share assistance available up to the amount specified on the NRCS-ADS-093, "Notice of Grant and Agreement Award," for parcels on this attachment that have been selected for funding. Parcels listed and not currently selected for funding and parcels identified at the time of the proposed substitution may be substituted for funded parcels that are cancelled upon mutual agreement of the Parties and removed from this attachment.

Funds obligated under this attachment will expire on August 31, 2022, unless an extension is requested and granted in accordance with the terms of the agreement.

NEST Parcel ID Number	Total Acres	Estimated Agricultural Land Easement Value	Estimated Federal Contribution	Parcel or Landowner Name(s) ^{1/}	Selected for Funding (Yes or No)	Reflects determinations made at time parcel is identified as selected for funding only.	
						Approved Cash Contribution Waiver (Yes or No) ^{2/}	Commensurate Reduction Required (Yes or No) ^{3/}
545D211901S22	182.88	\$560,000.00	\$218,400.00	Judith L. Arend Trust	Y	N	N
Totals	182.88	\$560,000.00	\$218,400.00				

^{1/} The parcel or landowner name on this attachment is for quick reference purposes only, the official NRCS identifier for the parcel is the NEST parcel ID number listed in the first column. NRCS maintains its official record of current landowner information for parcels identified on this attachment in its electronic database systems for easement records and financial transactions.

^{2/} Identify whether the parcel has received an eligible entity cash contribution waiver for projects of special significance at the time the parcel is identified as selected for funding. This attachment does not have to be updated to reflect cash contribution waivers granted after the parcel is identified as selected for funding. For all parcels, the entity must submit a copy of the NRCS waiver approval letter with the payment request for the parcel.

^{3/} At the time the parcel is identified as selected for funding and again prior to closing, NRCS must determine landowner compliance with adjusted gross income (AGI) limitations and whether a commensurate reduction to the payment of the Federal share is needed. The outcome of the determination made at the time the parcel is selected for funding is identified on this attachment. Prior to closing, NRCS will notify the eligible entity in writing if the results of the AGI and associated commensurate reduction determinations have changed.

Entity Representative Initial _____ 1 NRCS Representative Initial _____

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 24**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A 2018 DEFICIT ELIMINATION PLAN

RESOLUTION # 19 – 379

WHEREAS, the State of Michigan requires the filing of a Deficit Elimination Plan whenever a fund meets the definition of a fund deficit; and

WHEREAS, the Homeland Security Grant fund and the Fair fund on the 2018 financial statements met the criteria for completing a Deficit Elimination Plan; and

WHEREAS, Homeland Security Grant fund reported a deficit of \$129,112; and

WHEREAS, Fair fund reported a calculated deficit of \$13,592 as defined by the State of Michigan.

THEREFORE BE IT RESOLVED, that the Controller/Administrator will authorize the transfer of \$13,592 to the Fair fund from the General Fund's fund balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator will authorize the transfer of \$129,112 to the Homeland Security grant fund from the General Fund's fund balance.

BE IT FURTHER RESOLVED, that due to the principle cause of the shortage being an accounting timing issue, that upon reconciliation of the Homeland Security Fund, the Homeland Security fund shall repay the General Fund an amount not to exceed \$129,112.

BE IT FURTHER RESOLVED, that the deficit elimination plan for Homeland Security Grant fund and Fair fund be submitted to the State of Michigan for their approval.

BE IT FURTHER RESOLVED, that the execution of the plans be implemented by the Controller/Administrator.

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 25**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL PAYMENT
TO PLANTE MORAN FOR 2018 AUDIT**

RESOLUTION # 19 – 380

WHEREAS, Ingham County has contracted with Plante Moran to conduct the audit for 2018; and

WHEREAS, as a result of significant staffing changes in the Financial Services Department, additional services were needed to complete the Comprehensive Annual Financial Report; and

WHEREAS, Plante Moran provided an additional 371 hours of unbudgeted time to complete the audit; and

WHEREAS, at their discounted hourly rates plus an additional professional relationship discount of 20%, Plante Moran calculated the cost of this additional unbudgeted time to be \$44,520.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract amendment for an additional payment of \$44,520 to Plante Moran for 2018 audit costs from the Contingency Fund.

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 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.

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING OCTOBER AS “BREAST CANCER AWARENESS
MONTH” IN INGHAM COUNTY**

RESOLUTION # 19 – 381

WHEREAS, the month of October is designated as National Breast Cancer Awareness month as part of an effort established 34 years ago to educate women about early breast cancer detection, diagnosis and treatment; and

WHEREAS, breast cancer is one of the most common types of cancer in women; and

WHEREAS, approximately one out of every eight women born today in the United States will be diagnosed with breast cancer in their lifetime; and

WHEREAS, early detection is the key to survival; with regular screening, breast cancer is more likely to be detected at an earlier stage when it is most treatable, education can help inform the public of methods of early detection; and

WHEREAS, since the inception of Breast Cancer Awareness Month mammography use has increased and breast cancer death rates have declined, yet many women still do not utilize mammography at regular intervals; and

WHEREAS, mammography is the best available method of detecting breast changes that may be cancer, long before physical symptoms can be seen or felt, and that breast cancer deaths could decline further if all women age 40 and older received mammograms at regular intervals.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby designates the month of October as “Breast Cancer Awareness Month” in Ingham County and urges all women and their families to get the facts about breast cancer detection, diagnosis and treatment.

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

Nays: None **Absent:** None **Approved 09/16/2019**

Adopted as part of a consent agenda.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT INGHAM COUNTY HEALTH DEPARTMENT INCENTIVE PROGRAM
FOR MEDICAL PROVIDERS POLICY**

RESOLUTION # 19 – 382

WHEREAS, Ingham County Health Department (ICHD) wishes to adopt an Incentive Program for Medical Providers Policy effective FY 2019; and

WHEREAS, Ingham Community Health Centers (IHC) promotes both productivity and quality performance of directly employed medical providers by awarding a financial incentive to those directly employed medical providers who demonstrate visit productivity and quality performance that exceed benchmarks; and

WHEREAS, this incentive program provides a financially sustainable approach to recognizing high performers for contributing to the quadruple bottom line (financial sustainability, quality performance, and patient and provider satisfaction) goals of the Ingham Community Health Centers; and

WHEREAS, the amount awarded will be \$15.00 per qualifying visit in excess of the adjusted expected quarterly visit benchmark; and

WHEREAS, this amount will be covered through the billable reimbursement value of the qualifying visits; and
WHEREAS, the total productivity incentive will be adjusted by a discount rate based on clinical quality measure performance as specified in the Health Center Incentive Program for Medical Providers Policy; and

WHEREAS, the Ingham County Health Center Board of Directors has adopted the Health Center Incentive Program for Medical Providers Policy; and

WHEREAS, the Michigan Nurses Association supports the approval of the attached resolution to adopt the Health Center Incentive Program for Medical Providers Policy; and

WHEREAS, the Health Officer and Ingham Community Health Centers Board of Directors recommend that the Ingham County Board of Commissioners adopt the Ingham County Health Department Incentive Program for Medical Providers Policy effective FY 2019.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorize adoption of the attached Ingham County Health Department Incentive Program for Medical Providers Policy effective FY 2019.

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.

SEPTEMBER 24, 2019 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/16/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 09/17/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

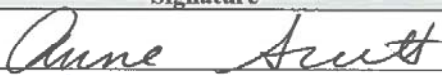



Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING



Policy and Procedure

Policy Name:	Incentive Program for Medical Providers	
Effective Date: 07/18/2015		Policy #: F 082.2 Attachment: A, B, C, D
Approved By:	Signature	Date
Executive Director		8/29/19
Medical Director		9.3.19
Chief Financial Officer		9.3.19
Health Center Board Chair		8/29/19

I. POLICY

Ingham Community Health Centers (IHC) promotes both productivity and quality performance of directly employed medical providers by awarding a financial incentive to those directly employed medical providers which demonstrate visit productivity and quality performance which exceeds benchmarks. This incentive program provides a financially sustainable approach to recognizing high performers for contributing to the quadruple bottom line (financial sustainability, quality performance, patient and provider satisfaction) goals of the Ingham Community Health Centers.

II. PURPOSE

To establish terms of an incentive program for directly employed IHC Physicians, Nurse Practitioners, Physician Assistants, providing care within the IHC.

III. DEFINITIONS/SUPPORTIVE DATA

A. Definitions:

- Expected Visits Per Quarter (EV): The numbers of visits expected for an individual provider to perform in a quarter (three months of a fiscal year) depending on their license and specialty, per budgeting benchmarks.
- Daily Bases Visits (DB): The minimal daily target of visits to meet productivity quarterly benchmarks assuming individual provider is providing services every working day of the period.
- Total County Closures/Holidays (CC): The total number of working days that County Operations are closed due to holiday or any other operations closure.
- Adjusted Visits per Quarter (AV): The adjust visits are the number of applicable county closures (CC) applicable to the number of daily base visits (DB) that would have otherwise occurred on that working day. $(CC \times DB = AV)$
- Quarterly Finalized Number (QFN): The total number of expected visits for a quarter, adjusted for County Closures $(QFN = EV - AV)$
- Total Qualifying Visit County (TV): Total number of qualifying encounters (visits) produced by a single provider during a measurement quarter. Drawn from provider productivity reports produced from billing data and reported to the Executive Director.
- Incentive Eligible Visits: (IEV): Incentive Eligible Visits are the number of qualifying visits that exceed the quarterly finalized number of expected visits, after adjustment for County Closures. $(IEV = TV - QFN)$

SEPTEMBER 24, 2019 REGULAR MEETING

- h. Total Productivity Incentive (TPI) = The amount of incentive funds based on productivity metrics, i.e. the number of incentive eligible visits multiplied by the incentive amount per qualifying visit (TPI=IEV*\$15.00)
- i. Quality Performance Discount (QPD): The amount of discount applied to the total productivity incentive to adjust for overall quality performance.

A. Supportive Data: Not applicable.

IV. PROCEDURE

A. Eligible Providers

- a. Eligible Providers for the incentive program are directly employed Ingham County medical providers, including Physicians, Physician Assistants, and Nurse Practitioners of the Managerial and Confidential Employees Personnel Manual and Michigan Nurse Association.

B. Productivity Benchmarks:

- a. Productivity benchmarks shall reflect those benchmarks set through the annual budget and are developed using the following considerations:
 - i. Current and historical visit productivity data
 - ii. Productivity benchmarks of other Michigan FQHCs
 - iii. Provider specialty
 - iv. Provider license
- b. Annual visit benchmarks (productivity benchmarks) are calculated based upon 43 work weeks annually at 32.5 hours of scheduled patient care.
- c. Annual visit benchmarks (productivity benchmarks) shall be used to determine qualifying visits for an incentive bonus.

C. Qualifying encounters:

- a. Qualifying encounters (visits) counted toward productivity performance for the purpose of incentive program shall be:
 - i. Visits with a service date within the Fiscal Year and Quarter for which the incentive program is applied.
 - ii. Visits completed (closed) and billed by the 5th day of the month following the end of the quarter for which the calculation is based
- b. The payment amount for each qualifying encounter for bonus, per the incentive program calculation, is \$15.00 per qualifying visit in excess of the adjusted expected quarterly visit benchmark.

D. Productivity Benchmarks for Nurse Practitioners and Physician Assistants – Primary Care

- a. Once provider is to full schedule this policy will be implemented
- b. Baseline visits per year: 2,500
- c. Baseline Visits per quarter: 625/3months (EXPECTED VISITS)
- d. This averages to (DAILY BASE):
 - i. 11 visits/day per 8 hour work day (5 working days a week, 4 weeks a month)
 - ii. 13 visits per day per 10 hour work day (assuming 4 working days a week, 4 weeks a month)
- e. Baseline visits and daily base shall be prorated upon actual FTE of individual provider accordingly

E. Productivity Benchmarks for Nurse Practitioners and Physician Assistants – Women's Health/Willow

- a. Once provider is to full schedule this policy will be implemented
- b. A baseline visits per year: 2,100
- c. Baseline visits per quarter: 525/3months (EXPECTED VISITS)
- d. This averages to (DAILY BASE):
 - i. 9 visits/per 8 hour work day (5 working days a week, 4 weeks a month)
 - ii. 11 visits/per 10 hour work day (4 working days a week, 4 weeks a month)

SEPTEMBER 24, 2019 REGULAR MEETING

- e. Baseline visits and daily base shall be prorated upon actual FTE of individual provider accordingly
- F. Productivity Benchmarks for Nurse Practitioners and Physician Assistants – School-based/School-linked (Eastern/Sexton)
 - a. Once provider is to full schedule this policy will be implemented
 - b. A baseline visits per year: 1680
 - c. Baseline visits per quarter: 420/3months (EXPECTED VISITS)
 - d. This averages to (DAILY BASE):
 - i. 7 visits/per 8 hour work day (5 working days a week, 4 weeks a month)
 - e. Baseline visits and daily base shall be prorated upon actual FTE of individual provider accordingly
- G. Productivity Benchmarks for Primary Care Physicians
 - a. Once a provide is to full schedule this policy will be implemented
 - b. A baseline visits per year: 2,800
 - c. Baseline visits per quarter: 700/3months (EXPECTED VISITS)
 - d. This averages to (DAILY BASE)
 - i. 12 visits/ per 8 hour work day (5 working days a week, 4 weeks a month)
 - ii. 15 visits/per 10 hour work day (4 working days a week, 4 weeks a month)
 - e. Baseline visits and daily base shall be prorated upon actual FTE of individual provider accordingly
 - f. Sample Calculations are included as Attachment A
- H. Quality Metrics and Performance Discount
 - a. Metrics for Quality Performance
 - i. Quality Performance shall be based on individual provider performance on Clinical Quality Improvement (CQI) goals, as reported through the corresponding ICHC CQI Scorecard, accessed via Azara DRVS, or SQL Report, accessed on the SQL Report Server.
 - 1. The respective scorecard pertaining the applicable quality metrics applied per the location and/or program the individual provider is placed shall be applied.
 - a. Women's Health providers: ICHC CQI Scorecard – Women's Health (Azara DRVS) (Attachment B)
 - b. Primary Care Providers (general): ICHC CQI Scorecard (Azara DRVS) (Attachment C)
 - c. Eastern/Sexton/Willow Primary Care Providers (School-based/School-linked): ICHC CAHC Grant Quality Report (SQL) (Attachment D)
 - 2. The CQI performance documented through the Scorecard/SQL Report aligns with performance accountability data as reported to various funders, contractors and payers by ICHC.
 - 3. The metrics contained in the CQI Scorecards/SQL Report reflect:
 - a. CQI metrics priorities in the ICHC CQI Plan, which is updated annually (See CQI Policy and Plan).
 - b. Accountability metrics reported through UDS, various payers (HEDIS), or other various program/funders.
 - c. Grant Related Quality Performance Metrics.
 - ii. Quality Performance (CQI Performance) is assessed based on the percentage of continuous quality improvement metrics in the respective score card/reports which are meeting or exceeding established goals.
 - 1. A CQI Scorecard/SQL Report for a single provider comprised of 12 performance metrics, and 7 are meeting or exceeding the stated goal: $7/12=58\%$ CQI Performance
 - iii. The Quality Performance Discount is the percentage of the total productivity incentive earned will be adjusted based on Quality Performance. The discount applied shall reduce the total productivity incentive payment correspondingly with CQI Performance.

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CQI Performance (CQI Scorecard/SQL Report Metrics Met or Exceeded)	Quality Performance Discount (Percent reduction of productivity incentive based on CQI Performance)
85 – 100%	0%
70 – 84 %	15%
50-69%	25%
0-49%	35%

I. Incentive Program Bonus Calculation Scoring protocol:

- a. Quarterly Bonuses shall be calculated at the end of the month following the last month of each quarter, when all productivity reports and billable data are available.
- b. Incentive Eligible Visits shall be the number of the total qualifying visits (TV) less the Quarterly finalized Number of expected visits (QFN).
$$\text{IEV} = \text{TV} - \text{QFN}$$
 - i. Quarterly Finalized Number (QFN) of expected visits is calculated by reducing the Expected Visits per Quarter (EV) by the Adjustment Visits per Quarter (AV).
$$\text{QFN} = \text{EV} - \text{AV}$$
 1. Adjusted Visits Per Quarter (AV) are calculated by multiplying the number of County Closures/Holidays (CC) by the daily base visits (DB) expected for the impacted that would have otherwise occurred on regularly scheduled working days for the provider.
$$\text{AV} = \text{CC} * \text{DB}$$
 - a. CC that occur on days that a provider would not have been working or productive because of flexible scheduled hours (4/10 Shift) are not applied. However, CC that occur during sick leave, vacation, or other forms of leave during what would be regular working hours on non-county closure days are applied.
- c. The Total Productivity Incentive (TPI) is calculated by multiplying the Incentive Eligible Visits (IEV) by the Incentive per visit amount (\$15.00).
$$\text{TPI} = \text{IEV} * \$15.00$$
- d. The Total Productivity Incentive (TPI) is then adjusted by the Quality Performance Discount (QPD), in accordance with the provider's CQI Performance, in order to arrive the final Quarterly Bonus.
$$\text{TPI} - (\text{TPI} * \text{QPD}) = \text{Quarterly Bonus}$$
- e. Providers which are assigned to multiple sites, where they may be accountable to multiple productivity benchmarks or CQI Scorecards, shall have their individual performance calculated based on the prorated data in accordance with their FTE assignment to each location.
- f. The Incentive Program only works to apply credit for when productivity benchmarks are met or exceeded. There is no financial penalty or reductions to wages for providers when negative values are calculated in accordance with this formula in the instances where quarterly productivity benchmarks are not met.
- g. The CQI Metrics and Productivity Benchmarks shall be reviewed and adjusted in accordance with this policy on an annual basis.

SEPTEMBER 24, 2019 REGULAR MEETING

V. DOCUMENTATION

Attachment A: Example Incentive Pay Calculation Table

Attachment B: Sample ICHC CQI Scorecard – Women’s Health (Azara DRVS)

Attachment C: Sample ICHC CQI Scorecard Women’s Health (Azara DRVS)

Attachment D: Sample ICHC CAHC Grant Quality Report (SQL)

VI. REFERENCES

Quality Improvement Plan

Policy Status:

Date	07/18/2015	06/29/2017	5/30/2019	7/2019	8/29/19		
Reviewed / Revised	X New	<input type="checkbox"/> Review X Revised	<input type="checkbox"/> Review <input type="checkbox"/> Revised	<input type="checkbox"/> Review <input type="checkbox"/> Revised	<input type="checkbox"/> Review X Revised	<input type="checkbox"/> Review <input type="checkbox"/> Revised	<input type="checkbox"/> Review <input type="checkbox"/> Revised
Approved By			ACS	ACS	ACS		

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment A

QUARTER ONE FY 2019 "TEST"

Incentive Program Calculation

	Expected Visits Per Quarter (EV)	Daily Basic Visits (DB)	Total Closures/ Holidays (CC)	Adjustment Visits per Quarter (CC*DB=AV)	Quarterly Finalized Number (EV- AV=QFN)	Total Qualifying Visit Count (TV)	Incentive Eligible Visits (EV-TV=QFN)	Incentive per eligible visit	Total Productivity Incentive (TP) = EV*\$15
1.0 Physician	700	12	8	72	628	743	115	\$15.00	\$1,725.00
1.0 NP/PA Std	625	11	8	88	537	643	84	\$15.00	\$1,260.00
0 NP/PA WHW	525	8	8	64	461	515	44	\$15.00	\$660.00
1.0 NP/PA SB	420	7	8	56	364	405	27	\$15.00	\$405.00
Quality Calculation									
QGI Performance (% of QGI Dashboard Metrics met or succeeded (Azara CQ) Dashboard for Primary Care or CQI Dashboard for location/program)						Quality Performance Discount Adjust to Quarterly Productivity Incentive (QPD)			
85-100%						0%			
70-84%						15%			
50-69%						25%			
0-49%						35%			
Formula = (TV-QFN)*(TV-QFN)*QPD Incentive									
TV	QFN	Incentive Eligible visits (IEV = TV-QFN)	Provider	TP	Quality Dashboard Metric met or Exceeded for Quarter	QPD	Final Quarterly Performance Incentive Bonus (TP) - (TP)*QPD = Quarterly Bonus)		
743	628	115	84 TEST PYS	\$1,725.00	2/17=11.8%	35%	\$1,121.25		
643	537	102	102 TEST NP	\$1,260.00	3/17=17%	35%	\$819.00		
515	461	60	60 TEST NP WHW	\$660.00	2/4=50%	25%	\$495.00		
405	364	41	41 Test NP SB	\$405.00	4/8=50%	25%	\$303.75		

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment B

Period: 01/2019
Group By: None
Item no.: 10/2019

ICHC CQI Scorecard 2018-2019

Name	Target	Result	Numerator	Denominator	Exclusion
Physicals - Adults	40.0%	16.1%	2,439	6,867	0
BMI Screening and Follow-Up 18+ Years (NQF 0421+QIM 0047)	70.0%	72.3%	4,669	6,463	359
Child Weight Screening / BMI / Nutritional/Physical Activity Counseling (NQF 0024 modified)	50.0%	31.4%	982	1,913	13
Colorectal Cancer Screening (NQF 0054)	40.0%	39.8%	864	2,184	18
Cervical Cancer Screening (NQF 0032)	80.0%	80.1%	1,744	2,182	255
Breast Cancer Screening Ages 50-74 (NQF 2372)	60.0%	30.3%	496	756	4
Chlamydia Screening for Women (NQF 0053)	75.0%	68.3%	528	762	0
Childhood Immunization Status (NQF 0036)	35.0%	28.9%	29	135	4
Influenza Immunization - Children 15 and Under (NQF 0041)	45.0%	0.0%	0	0	0
Depression Screen Follow-up/Follow-up (NQF 0418 Modified)	80.0%	78.6%	308	365	0
Diabetes A1c Tested in the past year (NQF 0039 modified)	80.0%	80.5%	928	1,039	0
Diabetes A1c >9 (NQF 0039 modified)	15.0%	24.3%	250	1,039	0
Diabetes Foot Exam (NQF 0056)	60.0%	55.4%	640	1,039	0
Diabetes LDL Management - LDL Tested (NQF 0054 modified)	70.0%	60.3%	640	1,039	0
Diabetes Urine Protein Screening (NQF 0062)	90.0%	85.4%	862	1,039	0
Diabetes Eye Exam (NQF 0055)	20.0%	13.3%	105	1,039	0
Hypertension Controlling High Blood Pressure (NQF 0018)	57.0%	54.6%	933	1,728	55

Confidential

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SEPTEMBER 24, 2019 REGULAR MEETING

Attachment C

Period: 1/1/2017
Group By: None
Data as of: 10/20/2019

ICHC CQI Scorecard Women's Health 2018-2019

Name	Target	Result	Numerator	Denominator	Performance
Cervical Cancer Screening (NQF 0162)	82.0%	80.9%	1,746	2,162	268
Breast Cancer Screening Ages 50-74 (NQF 2572)	80.0%	50.3%	466	756	4
Chlamydia Screening for Women (NQF 0033)	75.0%	80.1%	558	762	5
Depression Screen Positive w/Follow-up (NQF 0411 Modified)	80.0%	70.0%	308	465	9

Confidential

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SEPTEMBER 24, 2019 REGULAR MEETING

Attachment D

Age Table

gender	0 thru 4	5 thru 9	10 thru 17	18 thru 21	Total
Female	0	0	167	12	179
Male	0	2	110	11	123
Total	0	2	277	23	302

Race Table

Race	Count	Ethnicity
White	115	Araby/Chaldean
Black or African-American	134	Hispanic or Latino
Asian	11	
Native Hawaiian or Pacific Islander	0	
American Indian or Alaskan Native	4	
More than One Race	33	

Tests Table

Pregnancy Tests	Positive for Pregnancy	Chlamydia Tests	Positive for Chlamydia	Treated for Chlamydia	Gonorrhea Tests
12	0	10	1	0	10

Visits Table

Primary Care Provider	Mental Health Provider	Other Providers
320	426	25

Well Checks and Imms

Billed EPSDT Well Checks	Billed Immunizations	EPSDT Well Checks	Immunizations
68	76	94	87

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Attachment A

QUARTER ONE FY 2019 *TEST*

Incentive Program Calculation

	Expected Visits Per Quarter (EV)	Daily Base Visits (DB)	Total Closures/ Holidays (CC)	Adjustment Visits per Quarter (CC*DB=AV)	Quarterly Finalized Number (EV- AV=QFN)	Total Qualifying Visit Count (TV)	Incentive Eligible Visits (IEV=TV-QFN)	Incentive per eligible visit	Total Productivity Incentive (TPI =IEV*\$15)
1.0 Physician	700	12	6	72	628	743	115	\$15.00	\$1,725.00
1.0 NP/PA Std	625	11	6	66	559	643	84	\$15.00	\$1,260.00
1.0 NP/PA WHW	525	9	6	54	471	515	44	\$15.00	\$660.00
1.0 NP/PA SB	420	7	8	42	378	406	27	\$15.00	\$405.00

Quality Calculation

CQI Performance (% of CQI Dashboard Metrics met or exceeded (Azara CQI Dashboard for Primary Care or CQI Dashboard for location/program))	Quality Performance Discount Adjust to Quarterly Productivity Incentive (QPD)
85-100%	0%
70-84%	15%
50-69%	25%
0-49%	35%

Formula = (TV-QFN)-(TV-QFN)*QPD Incentive

TV	QFN	Incentive Eligible visits (IEV = TV-QFN)	Provider	TPI	Quality Dashboard Metric met or Exceeded for Quarter	QPD	Final Quarterly Performance Incentive Bonus (TPI - (TPI*QPD)= Quarterly Bonus)
743	659	84	TEST PYS.	\$1,725.00	2/17=11.8%	35%	\$1,121.25
643	541	102	TEST NP	\$1,260.00	3/17=17%	35%	\$819.00
515	455	60	TEST NP WHW	\$660.00	2/4=50%	25%	\$495.00
382	378	4	Test NP SB	\$405.00	4/8=50%	25%	\$303.75

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment B

Period: Q1 2019

Group By: None

Run on: 7/19/2019

ICHC CQI Scorecard 2018-2019

Name	Target	Result	Numerator	Denominator	Exclusions
Physicals - Adults	40.0 %	36.3%	2,499	6,887	0
BMI Screening and Follow-Up 18+ Years (NQF 0421/cQM 69v7)	70.0 %	71.3%	4,609	6,463	389
Child Weight Screening / BMI / Nutritional / Physical Activity Counseling (NQF 0024 modified)	50.0 %	51.4%	982	1,911	13
Colorectal Cancer Screening (NQF 0034)	40.0 %	39.6%	864	2,184	10
Cervical Cancer Screening (NQF 0032)	62.0 %	60.9%	1,744	2,862	268
Breast Cancer Screening Ages 50-74 (NQF 2372)	60.0 %	50.3%	496	986	4
Chlamydia Screening for Women (NQF 0033)	75.0 %	68.1%	518	761	0
Childhood Immunization Status (NQF 0038)	33.0 %	20.9%	29	139	0
Influenza Immunization - Calendar Yr Only (NQF 0041)	45.0 %	0.0%	0	0	0
Depression Screen Positive w/Follow-up (NQF 0418 Modified)	80.0 %	78.0%	368	395	0
Diabetes A1c Tested in the past year (NQF 0059 modified)	90.0 %	89.5%	929	1,038	0
Diabetes A1c >9 (NQF 0059 modified)	15.0 %	24.1%	250	1,038	0
Diabetes Foot Exam (NQF 0056)	60.0 %	62.4%	648	1,038	0
Diabetes LDL Management - LDL Tested (NQF 0064 modified)	70.0 %	61.7%	640	1,038	0
Diabetes Urine Protein Screening (NQF 0062)	90.0 %	85.9%	892	1,038	0
Diabetes Eye Exam (NQF 0055)	20.0 %	13.3%	138	1,038	0
Hypertension Controlling High Blood Pressure (NQF 0018)	57.0 %	54.6%	933	1,710	30

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment B-2

ICHC CQI Scorecard 2018-2019

Parameter	Value
Period	Q1 2019
Centers	Ingham, County Health Department

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment C

Period: Q3 2019

Group By: None

Run on: 7/19/2019

ICHHC CQI Scorecard Women's Health 2018-2019

Name	Target	Result	Numerator	Denominator	Exclusions
Cervical Cancer Screening (NQF 0032)	62.0 %	60.9%	1,744	2,862	268
Breast Cancer Screening Ages 50-74 (NQF 2372)	60.0 %	50.3%	496	986	4
Chlamydia Screening for Women (NQF 0033)	75.0 %	68.1%	518	761	0
Depression Screen Positive w/Follow-up (NQF 6418 Modified)	80.0 %	78.0%	388	395	0

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment C-2

ICHC CQI Scorecard Women's Health 2018-2019

Parameter	Value
Period	Q1 2019
Centers	Ingham, County Health Department

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Attachment D

Age Table

gender	0 thru 4	5 thru 9	10 thru 17	18 thru 21	Total
Female	0	0	167	12	179
Male	0	2	110	11	123
total	0	2	277	23	302

Race Table

Race	Count	Ethnicity
White	115	Arab/Chaldean
Black or African-American	134	Hispanic or Latino
Asian	11	
Native Hawaiian or Pacific Islander	0	
American Indian or Alaskan Native	4	
More than One Race	33	

Tests Table

Pregnancy Tests	Positive for Pregnancy	Chlamydia Tests	Positive for Chlamydia	Treated for Chlamydia	Gonorrhea Tests
12	0	10	1	0	10

Visits Table

Primary Care Provider	Mental Health Provider	Other Providers
320	456	26

Well Checks and Imms

Billed EPSDT Well Checks	Billed Immunizations	EPSDT Well Checks	Immunizations
68	76	94	87

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Attachment D-2

Ethnicity Table

Count
3
64

Positive for Gonorrhea	HIV Tests	Positive for HIV
0	0	0

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Attachment D-3

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Attachment D-4

Measures

Comprehensive Physical Exam	Immunizations Complete	Up to Date Risk Assessment	Depression Screen Complete	Diagnosis of Asthma
71	96	161	180	45

SEPTEMBER 24, 2019 REGULAR MEETING

Attachment D-5

Asthma Action Plan	BMI at or above 85th percentile	Evidence of Counseling for Nutrition and Physical Activity	Smoke Use Tobacco	Assisted with tobacco Cessation	MH Measure Denom
7	125	44	4	1	0

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Attachment D-6

MH
Measure
Numer

0

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SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 28**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
SOUTHEASTERN MICHIGAN HEALTH ASSOCIATION**

RESOLUTION # 19 – 383

WHEREAS, Ingham County Health Department's (ICHD) Children's Special Health Care Services (CSHCS) wishes to accept \$10,000 in grant funds from Southeastern Michigan Health Association (SEMHA) for supporting outreach efforts, facilitating parent input and feedback, and for family involvement with ICHD's CSHCS policy and procedure process; and

WHEREAS, CSHCS provides coordinated care for children with special needs; and

WHEREAS, CSHCS assists these individuals and their families through the appropriate use of the CSHCS care system so that children are able to demonstrate improved health outcomes and an enhanced quality of life; and

WHEREAS, ICHD will use these funds for a temporary parent liaison who is an area parent that is currently enrolled in the CSHCS system; and

WHEREAS, this liaison will work collaboratively with ICHD-CSHCS staff to develop and implement outreach strategies that focus on engaging families who have children with special health care needs; and

WHEREAS, this peer support helps to involve families in the CSHCS program and provides strategies to assist parents in navigating the system; and

WHEREAS, this grant will be effective October 1, 2019 through September 30, 2020; and

WHEREAS, these grant funds totaling \$10,000 from SEMHA will provide funding to ICHD to hire a temporary parent liaison effective October 1, 2019 through September 30, 2020; and

WHEREAS, this resolution supports the overarching long-term objective of Promoting Accessible Healthcare, specifically section A.1 (e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured; and

WHEREAS, the health officer recommends that the Board of Commissioners authorize an agreement with SEMHA in an amount of \$10,000 to hire a temporary parent liaison effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with SEMHA in an amount up to \$10,000 effective October 1, 2019 through September 30, 2020.

SEPTEMBER 24, 2019 REGULAR MEETING

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

BE IT FURTHER RESOLVED, that the Chairperson of the 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 09/16/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 09/17/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #5 TO THE 2018-2019 COMPREHENSIVE
AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

RESOLUTION # 19 – 384

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) in an amount not to exceed \$12,915 effective October 1, 2018 through September 30, 2019; and

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

WHEREAS, MDHHS and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2018-2019 Comprehensive Agreement authorized in Resolution #18-351 and Amendment #1 in Resolution #18-470 and Amendment #2 in Resolution # 19-050 and Amendment # 3 in Resolution #19-149 and Amendment #4 in Resolution #19-305

WHEREAS, MDHHS has proposed Amendment #5 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 the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment # 5 to the 2018-2019 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that the total amount of the Comprehensive Agreement funding shall increase from \$5,811,617 to \$5,824,532, an increase of \$12,915.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

TB Control Program: increase of \$12,915 from \$12,513 to \$25,428

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

SEPTEMBER 24, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Health Officer, or her designee, is authorized to submit Amendment #5 of the 2018-2019 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/16/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A FIFTH YEAR OF THE AMERICORPS*VISTA GRANT CYCLE
FOR 2019-2020**

RESOLUTION # 19 – 385

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a sixth FY of funding in support of the AmeriCorps Vista Project; and

WHEREAS, ICHD was the recipient of grant funds for the AmeriCorps*VISTA Program a fifth funding cycle in the 2018-2019 FY, which was authorized through Resolution #18-447; and

WHEREAS, CNCS has provided Ingham County a sixth year of funding for the 2019-2020 FY which will support up to twelve (12) AmeriCorps*VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems; and

WHEREAS, CNCS has granted ICHD a sixth year funding for the AmeriCorps*VISTA Program with a total budget of \$144,491 for the 2019-2020 fiscal year comprised of \$10,000 CNCS funds and \$134,491 local resources, and authorizes a grant agreement with the CNCS for the time period of September 15, 2019 through September 12, 2020; and

WHEREAS, out of a total of 12 FTE AmeriCorps*VISTA members, 11 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the ICHD AmeriCorps* VISTA program; and

WHEREAS, the Local Resources are drawn from cash contributions from the external host sites totaling \$122,150 and revenue from Ingham County in the amount of \$12,341; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the AmeriCorps*VISTA grant award.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners accepts the sixth year funding for the AmeriCorps*VISTA grant award for the time period of September 15, 2019 through September 12, 2020.

BE IT FURTHER RESOLVED, that separate from the \$144,491 program budget expenses, CNCS will pay the following member expenses directly to the members out of additional federal dollars: Living Allowances totaling \$102,658, Education and End of Service awards totaling \$71,040, and Health Insurance \$32,400, totaling \$206,098.

SEPTEMBER 24, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit the 2019-2020 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement.

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the Memorandum of Agreement (MOA) is final.

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 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 09/16/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY 2020 CHILD AND ADOLESCENT HEALTH CENTER
PROGRAM FUNDS**

RESOLUTION # 19 – 386

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$585,000 of funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2019 through September 30, 2020; and

WHEREAS, the funding will support continued operations of ICHD's school-based and school-linked health centers; and

WHEREAS, the Ingham County Board of Commissioners authorized ICHD to accept CAHC funding from the Michigan Department of Health and Human Services (MDHHS), as administered through the Michigan Primary Care Association (MPCA), for the period of October 1, 2011 through September 30, 2019, through resolutions #11-235, #12-199, #13-049, #14-358, #15-412, #16-448, #17-434, and #18-347; and

WHEREAS, the CAHC funding award effective October 1, 2019 through September 30, 2020 is \$585,000 and is divided as follows: Eastern Health Center - \$195,000, Sexton Health Center - \$195,000, Willow Health Center - \$195,000; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2019 through September 30, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2019 through September 30, 2020.

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

SEPTEMBER 24, 2019 REGULAR MEETING

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

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

Nays: None **Absent:** None **Approved 09/16/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT SUBSTANCE USE DISORDER AND MENTAL HEALTH
FUNDING AWARD FROM HRSA**

RESOLUTION # 19 – 387

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a funding award totaling \$109,784.00 from the U.S. Department of Health Resources and Services Administration (HRSA).; and

WHEREAS, this is an increase to the current HRSA award for February 1, 2019 through January 31, 2020

WHEREAS, this award will be used to continue to implement and advance evidence-based strategies to expand access to integrated substance use disorder (SUD) and mental health services in ICHD's CHCs; and

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

WHEREAS, the Ingham Community Health Center Board of Directors supports acceptance of a funding award totaling \$109,784.00 from the U.S. Department of Health Resources and Services Administration (HRSA) effective February 1, 2019 through January 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize acceptance of a funding award totaling \$109,784.00 from the U.S. Department of Health Resources and Services Administration (HRSA) effective February 1, 2019 through January 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a funding award totaling \$109,784.00 from the U.S. Department of Health Resources and Services Administration (HRSA) effective February 1, 2019 through January 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.

SEPTEMBER 24, 2019 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/16/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 33**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #17-355 RYAN WHITE (RW) PART D FUNDING TO
SUPPORT MSU CONTRACT FOR INFECTIOUS DISEASE PROVIDER**

RESOLUTION # 19 – 388

WHEREAS, Ingham County Health Department (ICHD) wishes to amend resolution #17-355 for an amount not to exceed \$51,080, to continue the Infectious Disease Provider Services Agreement with Michigan State University effective August 1, 2019 through July 31, 2020; and

WHEREAS, through Resolution #17-355, ICHD accepted HRSA Ryan White Part D funding for August 1, 2017 through July 31, 2020 in an amount not to exceed \$483,774 annually; and

WHEREAS, the Health Resources and Services Administration (HRSA) authorized a contract through resolution #17-355 for providing family-centered health care including outpatient and ambulatory care for women, infants, children and youth (WICY Part D) with HIV/AIDS; and

WHEREAS, this Resolution also approved the funding to support the Michigan State University contract for the Infectious Disease Provider through July 31, 2019; and

WHEREAS, this funding will continue to provide for a .20 FTE Infectious Disease Provider Services Agreement with MSU to be renewed with a 2.75% increase, or \$51,080, effective August 1, 2019 through July 31, 2020; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending resolution #17-355 for an amount not to exceed \$51,080, to continue the Infectious Disease Provider Services Agreement with Michigan State University effective August 1, 2019 through July 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize amending resolution #17-355 for an amount not to exceed \$51,080, to continue the Infectious Disease Provider Services Agreement with Michigan State University effective August 1, 2019 through July 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize amending resolution #17-355 for an amount not to exceed \$51,080, to continue the Infectious Disease Provider Services Agreement with Michigan State University effective August 1, 2019 through July 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.

SEPTEMBER 24, 2019 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/16/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING
FOR THE 2019 LOCAL JAG GRANT**

RESOLUTION # 19 – 389

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$116,680.00 from the 2019 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$11,226.00; and

WHEREAS, part of the application process to receive this funding from the 2019 Local JAG grant, the Ingham County Sheriff's Office must enter into a Interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the purchase of 3 equipped patrol rifles in addition to 3 lock boxes to be assigned to deputies at the Veterans Memorial Court House, up to 3 vehicle lock boxes in which to secure sensitive equipment, and 1 digital video camera to monitor youthful offenders inside the Ingham County Correctional Facility.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into the Interlocal agreement between Ingham County and the City of Lansing to accept the \$116,680.00 allocated portion of the 2019 Local JAG grant for the time period of October 2019 through September 2022.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$11,226.00 to the Ingham County Sheriff's Office to purchase 3 equipped patrol rifles in addition to 3 lock boxes to be assigned to deputies at the Veterans Memorial Court House, up to 3 vehicle lock boxes in which to secure sensitive equipment, and 1 digital video camera to monitor youthful offenders inside the Ingham County Correctional Facility.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2019-2022 Sheriff's Office budgets consistent with this resolution.

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

SEPTEMBER 24, 2019 REGULAR MEETING

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/12/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

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SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 35**

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF ADDITIONAL DIGITAL STORAGE
FROM AVALON**

RESOLUTION # 19 – 390

WHEREAS, within the last eight months the process of making the official record in two courtrooms at the Veterans Memorial Courthouse has been converted to an audiovisual format; and

WHEREAS, recordings of audiovisual proceedings require significantly more digital storage space than audio recordings of similar length; and

WHEREAS, the county is now facing a critical digital storage space shortage for storing the official record of judicial proceedings in the Veterans Memorial Courthouse; and

WHEREAS, Avalon, a company from which the County has purchased storage space in the past, has provided the County Innovation & Technology Department (IT) with a quote of \$16,265.41 for 100 Terabytes of storage (installed); and

WHEREAS, purchase of such storage can be made through our existing Midwestern Higher Education Commission (MHEC) contract; and

WHEREAS, annual maintenance on this additional storage would be provided free of cost from Avalon for the first three years, but would be an annual expense (approximately \$1,000) from Year 4 onwards; and

WHEREAS, there are sufficient funds in the 2019 contingency account to purchase such storage for such a price, and there should be sufficient funds provided in the LOFT account or IT's budget to pay for annual maintenance from Year 4 onwards.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of digital storage space from Avalon for an amount not to exceed \$16,265.41 through our existing MHEC contract.

BE IT FURTHER RESOLVED, that the total cost of the additional digital storage will be paid out of the 2019 contingency account.

BE IT FURTHER RESOLVED, that the costs of maintenance for such storage space from Year 4 onwards shall be provided through the County's LOFT account or IT's budget.

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

SEPTEMBER 24, 2019 REGULAR MEETING

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, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/12/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 36**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT GRANT FUNDS FROM THE STATE OF MICHIGAN
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FOR FY 2020**

RESOLUTION # 19 – 391

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has fulfilled its requirements under Public Act 390 regarding an Emergency Management Program; and

WHEREAS, the Emergency Management Performance Grant (EMPG) for FY 2020 required Ingham County to develop and maintain an Emergency Management Program capable of protecting life, property, and vital infrastructure in times of disaster or emergency; and

WHEREAS, the award reimburses Ingham County for a portion of the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the acceptance of the FY 2020 Emergency Management Performance Grant from the State of Michigan for \$58,107.00, for the time period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make any necessary budget adjustments in the Ingham County Office of Homeland Security & Emergency Management 2020 Budget.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair 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, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/12/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 37**

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE CITY OF LANSING
FOR AN ALLOCATION OF FUNDS TO INGHAM COUNTY/CITY OF LANSING
COMMUNITY CORRECTIONS FOR THE CITY 2019-2020 FISCAL YEAR**

RESOLUTION # 19 – 392

WHEREAS, the Community Corrections Advisory Board requests authorization for a contract to be entered between the County and the City of Lansing for an allocation of funds to Community Corrections for the City 2019-2020 fiscal year; and

WHEREAS, the Michigan Community Corrections Act of 1988 (PA511) authorizes the establishment of a Community Corrections Advisory Board (CCAB) and Community Corrections programming; and

WHEREAS, Ingham County and the City of Lansing formed a joint CCAB in 1990; and

WHEREAS, a Comprehensive Community Corrections Plan was approved by the Ingham County Board of Commissioners and the Lansing City Council; and

WHEREAS, the City of Lansing approved an allocation of \$13,000 to be used to assist with CCAB administration and to support collaborative efforts with the City of Lansing, 54-A District Court, and 54-A District Court Probation Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with the City of Lansing for \$13,000 for the time period of July 1, 2019 through June 30, 2020.

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

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

Nays: None **Absent:** None **Approved 09/12/2019**

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

Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 38**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ENDING THE CURRENT CONTRACT WITH SENTINEL
OFFENDER SERVICES AND ENTERING INTO A NEW CONTRACT WITH JSG MONITORING
TO PROVIDE AN OFFENDER PAY AND COUNTY FUNDED ELECTRONIC MONITORING
PROGRAM SUBJECT TO A FINAL CONTRACT AGREEMENT**

RESOLUTION # 19 – 393

WHEREAS, the Electronic Monitoring Oversight Committee (EMOC) is charged with the oversight of electronic monitoring services with the voting membership consisting of representatives appointed by the Department Head or Elected Official from the Sheriff's Office; Community Corrections; 55th District Court; Circuit Court; Circuit Court Pretrial Services; Prosecutor's Office; and the Friend of the Court; and

WHEREAS, after receiving four proposals in response to the Request for Proposal (RFP), guided by the County Purchasing Department, the EMOC evaluated and ranked the three proposals that met all RFP requirements, with JSG Monitoring receiving the highest ranking; and

WHEREAS, the performance period of the current contract with Sentinel Offender Services provides for an initial term of one (1) year from January 1, 2018 through December 31, 2018, with two automatic renewal periods of one year each not to extend beyond December 31, 2020; and

WHEREAS, pursuant to RFP evaluation results, the EMOC recommends that Sentinel Offender Services be provided the required written notice to end the contract on December 31, 2019, prior to the automatic renewal for the third and final year of services; and

WHEREAS, pursuant to RFP evaluation results, the EMOC recommends entering a new contract with JSG Monitoring subject to a final contract agreement with an initial three (3) year performance period effective December 1, 2019 through December 1, 2022 followed by two, one (1) year automatic renewal periods not to extend beyond December 31, 2024; and

WHEREAS, JSG Monitoring is willing to provide services pursuant to the attached Scope of Services and Fee Schedules for an offender pay program and County reimbursement for services provided to eligible indigent offenders.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby authorize providing written notice to Sentinel Offender Services ending the current contract on December 31, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners does hereby authorize entering into a new contract with JSG Monitoring subject to a final contract agreement with an initial three (3) year performance period effective December 1, 2019 through December 1, 2022 followed by two, one (1) year automatic renewal periods not to extend beyond December 31, 2024 for services as set forth in the attached Scope of Services and Fee Schedules.

SEPTEMBER 24, 2019 REGULAR MEETING

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/12/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer
Nays: None **Absent:** Morgan, Maiville **Approved 09/18/2019**

Adopted as part of a consent agenda.

DRAFT

SEPTEMBER 24, 2019 REGULAR MEETING

JSG MONITORING SCOPE OF SERVICES

The agreement awarded through this RFP will not be exclusive. County agencies will be encouraged to utilize services through the agreement; daily rates and the quality of services provided will also encourage utilization of services under the agreement.

The awarded proposer (Contractor) shall:

Accept referrals from multiple referral sources (e.g., Circuit and District Courts, Pretrial Services, FOC, and Ingham County Sheriff's Office) from within Ingham County.

Staff must be available as required during and outside of the regular office hours of 8:30 am to 5 pm Monday through Friday.

Use a community-based program approach that will include client orientation and enrollment, installation, removal and maintenance of monitoring equipment, input of monitoring specifications, equipment activation within 24 hours after referral/same day when possible, fee assessment and collection (including County enrollment fee), staff availability for weekend and emergency program enrollment and equipment installation, staff availability for Court testimony upon request, problem resolution, and equipment updates.

Understand and comply with all County policies related to electronic monitoring.

Pursuant to County Indigent Funding policies, make determinations of eligibility for County Indigent Funding eligibility by collecting documents and information required and maintain all documentation in standardized client files.

Ingham County Jail personnel will review the daily jail population list to identify potentially eligible inmates for early release. Based on the list of eligible inmates provided, the Contractor will be required to go to each Post within the County Jail multiple days each week in order to screen potential participants for the program. The Contractor will be required to submit to a criminal history check and fingerprinting and take Michigan State Policy Security Awareness Training so they can perform duties as described in this RFP.

Verification of activities for each participant while away from their residence, violation reports to department staff, daily review of participant activity and compliance with program rules and curfew schedules.

Effectively collect, monitor, track, and document individual program participation data, financial information, and be capable of providing aggregate data and successful completion rates for all services. Information must be provided to the County in the format and frequency requested by the County.

Serve as a collaborative partner by developing and maintaining strong working relationships with referral sources and other County personnel and by serving as an active, participating member of the EM Oversight

SEPTEMBER 24, 2019 REGULAR MEETING

Committee, including attending regular meetings to ensure successful implementation, successful ongoing operations and problem resolution.

Assess and collect an enrollment fee for each participant, on behalf of the County. The enrollment fee is currently \$45 and applies to self-pay participants. The enrollment fee does not apply to Friend of the Court, indigent, and grant reimbursed clients. Enrollment funds must be provided to the County by the 15th of the month following the month in which they were collected.

Provide a full range of reliable, user-friendly, tamper-proof equipment to include home monitoring, active and passive GPS (that allows direct contact between the supervising program and the offender), Breath and Transdermal Alcohol monitoring. *NOTE: The County is always interested in receiving information about new and/or alternative technology, along with information regarding advantages and disadvantages.*

Provide secure and reliable monitoring services to ensure continuous electronic monitoring 24 hours a day/7 days a week/365 days a year with secure web-based internet access to client referral sources.

Provide non-compliance alerts and notifications to referral source personnel as required and specified by the referring agency.

In order to avoid self-paying clients getting way behind on paying for services, notify the Court through the assigned Probation Agent/Officer as soon as an outstanding balance of \$300 has been reached so that a show cause hearing can be scheduled.

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**JSG MONITORING
FEE SCHEDULES**

OFFENDER PAY FEE SCHEDULE

Equipment	JSG Daily Rates
Active GPS	9.00
Scram	10.00
Scram with Base	12.00
Soberlink	6..50

Enrollment Fee: \$45 County enrollment fee; plus \$30,
\$100 after hours/Upfront costs to include \$75 enrollment
fees plus 1-2 weeks equipment daily rate

**COUNTY PAY FEE SCHEDULE
FOR ELIGIBLE INDIGENT OFFENDERS**

Equipment	JSG Daily Rates
Active GPS	8.00
Scram	9.00
Scram with Base	10.00
Soberlink	5.50

\$30 enrollment fee only if required to go to location other
than JSG local office or Ingham County Jail for hook-up (e.g.,
client's home)

INDIGENT OFFENDER FUND (IOF) - .25 of every offender, per active day will be
put into a pool at the end of each month by JSG to be used towards indigent clients
identified by the Court.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 39**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING THE WEEK OF OCTOBER 6-12, 2019 AS
“MENTAL ILLNESS AWARENESS WEEK” IN INGHAM COUNTY**

RESOLUTION # 19 – 394

WHEREAS, mental health is part of overall health; and

WHEREAS, one in five adults experience a mental health problem in any given year; and

WHEREAS, approximately one-half of chronic mental illness begins by the age of 14 and three-quarters by age 24; and

WHEREAS, suicide is the 10th leading cause of death in the United States and the 2nd leading cause among young adults, and 90% of people who die by suicide have an underlying mental illness; and

WHEREAS, long delays—sometimes decades—often occur between the time symptoms first appear and when individuals get help; and

WHEREAS, early identification and treatment can make a difference in successful management of mental illness and recovery; and

WHEREAS, it is important to maintain mental health and learn the symptoms of mental illness in order to get help when it is needed; and

WHEREAS, every citizen and community can make a difference in helping end the silence and stigma that for too long has surrounded mental illness and discouraged people from getting help; and

WHEREAS, public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognize October 6 - 12, 2019 as “Mental Illness Awareness Week” in Ingham County.

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BE IT FURTHER RESOLVED, that the Board supports the activities of National Alliance on Mental Illness-Lansing, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties, and other local mental health providers in their efforts to shine a light on mental illness and fight stigma, provide support, educate the public, and advocate for equal care.

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

**ADOPTED – SEPTEMBER 24, 2019
AGENDA ITEM NO. 40**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DAVID LOVE

RESOLUTION # 19 – 395

WHEREAS, David Love began his career with the County of Ingham on December 11, 2001, as the Drain Engineer at the Ingham County Drain Commissioner's Office and is retiring after nearly 18 years of service; and

WHEREAS, David Love has contributed his knowledge and skill to the engineering and improvement of the hundreds of County and Intercounty Drains throughout the County of Ingham, having assisted during his employment in guiding the completion of over 43 petitioned drain maintenance and improvement projects that resulted in the protection of the public health, safety, and welfare of the citizens of the County of Ingham; and

WHEREAS, David Love has demonstrated an exceptional dedication and commitment to solving water management problems with a good nature, a sense of humor, and a productivity that enabled efficient drainage and resulted in cost-savings for the taxpayers and enhanced values for the landowners of the County of Ingham; and

WHEREAS, David Love was instrumental in the development and revision of the Ingham County Drain Commissioner's Rules and Standards for Stormwater Management, enhancing the level of engineering professionalism of the Ingham County Drain Commissioner's Office; and

WHEREAS, David Love has been a true champion of the environment over his many years of service, using his engineering skills to protect water quality, wetlands and other critical ecosystems, and source control throughout the County of Ingham, leaving a lasting environmental legacy as a framework for future Drain Engineers.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honor David Love on the occasion of his retirement and for his dedicated service to the County of Ingham, and takes this opportunity to acknowledge the contributions that he has made throughout his employment at the Ingham County Drain Commissioner's Office.

BE IT FURTHER RESOLVED, that the Board wishes David Love happiness in retirement and continued success in all of his future endeavors.

Adopted as part of a consent agenda.

SEPTEMBER 24, 2019 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Slaughter moved to reappoint the following members to their respective boards/commissions:

Jordan Evans	Equal Opportunity Committee
Amy Fountain	Community Health Center Board
Florensio Hernandez	Community Health Center Board
Catherine Cole Adams	Fair Board
Gary Gierke	Fair Board
Guillermo Lopez	Fair Board
Jane Bidwell	Board of Health
Jacob McCormick	Historical Commission
Tim Dolehanty	Joint Building Authority

Commissioner Maiville supported the motion.

Commissioner Sebolt disclosed that Florensio Hernandez previously donated to his campaign.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Sebolt stated that a resolution passed on consent designating October as Breast Cancer Awareness Month in Ingham County. He further stated that it was the first time the County passed such a resolution.

Commissioner Sebolt stated that after a family member of his was diagnosed with breast cancer, it was important to him that the resolution passed. He thanked his fellow Commissioners.

Commissioner Tennis stated that the Health Millage Subcommittee would be meeting on Monday at 5:30 p.m.

Chairperson Crenshaw stated that he wanted to congratulate the Cultural Diversity Committee on the first Unity in the Community event. He further stated that it was a great event, attended by many County Employees and Officials, including the Clerk and Public Defender.

Chairperson Crenshaw stated that some of the funding for the event came from the Board of Commissioners and that it was money well spent.

SEPTEMBER 24, 2019 REGULAR MEETING

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$31,437,375.23. Commissioner Koenig supported the motion.

The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 7:22 p.m.

Bennett, Becky

From: inghamclerk inghamclerk
Sent: Thursday, October 03, 2019 11:32 AM
To: Bennett, Becky
Cc: Noel, Elizabeth; Wright, Michelle
Subject: FW: Additional names requested for IC board of Canvassers
Attachments: Board of Canvassers Letter 2019.pdf

Director Bennett,

Attached and below, please find nominations for the Republican and Democratic Board of Canvassers.

Please feel free to contact me if I may be of further assistance.

Sincerely,

Barb Byrum, JD, CERA

Ingham County Clerk
517-676-7204

From: Yavonne Whitbeck [<mailto:ywhitbeck@yahoo.com>]
Sent: Friday, September 27, 2019 12:54 PM
To: Byrum, Barb; inghamclerk inghamclerk; Stu Foster
Subject: Additional names requested for IC board of Canvassers

Dear Clerk Byrum

I am nominating the following people for the Board of County Canvasser term expiring November 1, 2019.

I nominate

Kathy Prout
Linda Lee Tarver
Jude Wells

Regards,

Yavonne Whitbeck
Chair, Ingham County Republican Party
8th District Committee
State Committee
517-290-9918

Sent from Yahoo Mail on Android



Hon. Barb Byrum
Ingham County Clerk
PO Box 179
Mason, MI 48854

Friday, August 30, 2019

Dear Clerk Byrum,

For the upcoming vacancy on the Ingham County Board of Canvassers, the Ingham County Democratic Party nominates:

Veronica Johnson
Ted Lawson
Mary Kay Scullion

Sincerely,

Chris Swope
Chairperson
Ingham County Democratic Party

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858*

*Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

RESOLUTION 2019-18

Menominee County Support for Enbridge Line 5 Tunnel

WHEREAS, Enbridge's Line 5 has been operating safely and reliably in the Straits of Mackinac for more than sixty-six (66) years; and

WHEREAS, Enbridge's Line 5, a light crude and natural gas liquids pipeline, helps to safely meet Michigan's energy needs by fulfilling more than half of the propane needs of the state; and

WHEREAS, the products delivered to regional refineries provide jobs and ultimately fuel our lives; and

WHEREAS, multiple and extensive inspections and safety tests over the last several years have confirmed the integrity of Line 5 at the Straits of Mackinac as fit for service; and

WHEREAS, consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the wallets of Michiganders across the entire state are too great for Line 5 to be shut down before the tunnel replacement can be completed; and

WHEREAS, issues have been raised by several concerned parties regarding the possibility and impact of a breach of Line 5 into the Straits of Mackinac. These concerns have resulted in the State of Michigan and Enbridge negotiating an "agreement" for a 5-year, \$500 million project to construct a tunnel one hundred (100') below bedrock to encase Line 5, the entire length of the Straits, in one-foot-thick concrete walls in order to mitigate chances of any leaks of product into the Great Lakes; and

WHEREAS, the recently elected Michigan Attorney General, Dana Nessel, has subsequently opposed the negotiated "agreement" and filed a lawsuit in Ingham County Circuit Court to close down Line 5 immediately which would effectively cancel all efforts to begin construction of the tunnel; and

WHEREAS, this action may very well provide unintended consequences for all parties as the litigation to close down Line 5 may take years to be resolved in the courts with no assurance of the outcome; and

WHEREAS, the time to resolve the litigation may simply result in the delay of the start of the construction of the tunnel thereby leaving the existing Line 5 in place unnecessarily for several additional years; and

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

Larry Johnson Jr.

Jan Hafeman

David Prestin

Bernie Lang

Larry Schei


WHEREAS, Enbridge has demonstrated a willingness to work with the State to both protect the Great Lakes and ensure the continued safe delivery of energy we all rely on; and

NOW, THEREFORE BE IT RESOLVED that the Menominee County Board of Commissioners hereby joins with other Michigan Counties in extending its support for Enbridge's proposed tunnel replacement project and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be completed.

AND, BE IT FURTHER RESOLVED, that Menominee County sends this resolution to all counties of Michigan as an invitation to join in expressing support for increasing the safety of our current energy infrastructure as our society simultaneously seeks energy efficiencies and energy alternatives that will continue to reduce negative impacts and risks to our environment.

Roll call vote: AYES: 9 NAYS: 0

RESOLUTION DECLARED ADOPTED.



Gerald Piche, Chairman, Menominee County Board of Commissioners 9/24/19
Date

I hereby certify that the foregoing is a true and complete copy of **Resolution 2019-18** adopted by the County Board of Commissioners at a regular meeting held on **September 24, 2019** and I further certify that the public notice of such meeting was given as provided by law.



Marc Kleiman, Menominee County Clerk



GRETCHEN WHITMER
GOVERNOR



STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING

AGENDA ITEM# 3



LIESL EICHLER CLARK
DIRECTOR

September 17, 2019

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environment, Great Lakes, and Energy, 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>
CLINTON	LANSING	N1761	16777 WOOD ROAD SPARTAN ASPHALT	MICHIGAN PAVING & MATERIALS COMPANY	804-871	8/26/2019	MODIFY PERMIT LANGUAGE
CLINTON	SAINT JOHNS	P0954	1660 TECHNICAL DRIVE	PROLIANT DAIRY INGREDIENTS	113-19	7/12/2019	PERMEATE PROCESSING FACILITY
EATON	DIMONDALE	P0152	7432 PARSONS DRIVE	MICHIGAN DEPT OF TECHNOLOGY MANAGEMENT & BUDGET	60-19	3/29/2019	NEW BOILER
EATON	LANSING		2408 S CANAL ROAD	CINTAS CORPORATION	116-19	7/19/2019	OPT-OUT PERMIT
GENESEE	DAVISON	N2664	301 W RISING STREET	PIONEER CABINETRY, INC	1004-901	8/5/2019	CHANGE IN EMISSION LIMITS
GENESEE	FLINT	N7256	5204 ENERGY DRIVE	UNIVERSAL COATING, INC	146-19	8/30/2019	AUTOMATIC SPRAY BOOTHS
GENESEE	FLINT	P1071	6468 CORUNNA ROAD	JACK FICK EXCAVATING, INC	125-19	7/26/2019	DEMOLITION DEBRIS SHREDDER
GENESEE	GRAND BLANC	N5991	2361 W GRAND BLANC ROAD	CITIZENS DISPOSAL, INC	67-19	4/16/2019	INCREASE THE SULFUR DIOXIDE EMISSIONS
GENESEE	GRAND BLANC	N5991	2361 W GRAND BLANC ROAD	ENERGY DEVELOPMENTS GRAND BLANC, LLC	62-19	4/5/2019	EMISSION LIMITATION INCREASE
GENESEE	HOLLY	N5983	10151 GAINNEY DRIVE	GRAND BLANC PROCESSING, LLC	148-19	9/10/2019	SULFURIC ACID PICKLINE WITH DEMISTOR
GRATIOT	SAINT LOUIS		705 W JACKSON ROAD	PLASTI PAINT, INC	145-19	8/29/2019	BURN-OFF OVEN
INGHAM	LANSING	B2647	1201 S WASHINGTON AVENUE REO TOWN PLANT	LANSING BOARD OF WATER & LIGHT	88-19	5/23/2019	CHANGES TO EMISSION LIMITS
LIVINGSTON	HOWELL	P1081	645 LUCY ROAD	LOUIS PADNOS IRON & METAL	141-19	8/22/2019	NEW SCRAP SHREDDER

MACKINAC COUNTY BOARD OF COMMISSIONERS

100 S. Marley Street Room 10
St. Ignace, Michigan 49781
Phone (906) 643-7300
Fax (906) 643-7302
TDD (800) 649-3777

Jim Hill -- Dist. 1
Dan Litzner -- Dist. 2

Paul Krause -- Dist. 3
Mike Patrick -- Dist. 4
Calvin McPhee -- Dist. 5

**MACKINAC COUNTY RESOLUTION IN SUPPORT OF
LINE 5 TUNNEL**

WHEREAS, Enbridge's Line 5 has been operating safely and reliably in the Straits of Mackinac for more than 66 years; and

WHEREAS, Enbridge's Line 5, a light crude and natural gas liquids pipeline, helps to safely meet Michigan's energy needs by fulfilling more than half of the propane needs of the state, and 69% of the needs of Upper Peninsula residents; and

WHEREAS, the products delivered to regional refineries provide jobs and ultimately fuel our lives; and

WHEREAS, issues have been raised by several concerned parties regarding the possibility and impact of a breach of Line 5 into the Straits of Mackinac. Multiple and extensive inspections and safety tests over the last several years have confirmed the integrity of Line 5 at the Straits of Mackinac.

WHEREAS, consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the pocketbook of Michiganders across the entire state are too great for Line 5 to be shut down before the tunnel replacement can be completed.

WHEREAS, the State of Michigan, under the Snyder administration, and Enbridge negotiated an "agreement" for a 5 year \$500 million project, to construct a tunnel 100 feet below bedrock to encase Line 5, the entire length of the Straits, in one-foot-thick concrete walls in order to mitigate the chances of any leaks of product into the Great Lakes.

WHEREAS, the recently elected Michigan Attorney General, Dana Nessel, has subsequently opposed the negotiated "agreement" and filed a law-suit in Ingham County Circuit Court to close down Line 5 immediately, effectively canceling all efforts to begin construction of the tunnel; and

WHEREAS, this action may very well provide unintended consequences for all parties as the litigation to close down Line 5 may take years to be resolved in the court with no assurance of the outcome and;

WHEREAS, the time to resolved the litigation may simply result in the delay of the start of the construction of the tunnel thereby leaving the existing Line 5 in place unnecessarily for several additional years.

WHEREAS, Enbridge has demonstrated a willingness to work with the State to both protect the Great Lakes and ensure the continued safe delivery of energy we all rely on.

NOW, THEREFORE BE IT RESOLVED, the Mackinac County Board of Commissioners hereby joins with other Michigan Counties in extending its support for Enbridge's proposed tunnel replacement project

and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be completed.

AND, BE IT FURTHER RESOLVED, that Mackinac County sends this resolution to all counties of Michigan as an invitation to join in expressing support for increasing the safety of our current energy infrastructure as our society simultaneously seeks energy efficiencies and energy alternatives that will continue to reduce risks to our environment.

ROLL CALL VOTE

Moved by: **McPhee**

Supported by: **Krause**

Ayes: **Hill, Krause, Litzner, McPhee, Patrick**

Nays: **None**

Absent: **None**

I, Lori Johnston, Clerk to the Mackinac County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Mackinac County Board of Commissioners at their regular meeting held on the 26th day of September 2019.


Lori Johnston, County Clerk


James B. Hill, Chair



Chris Swope
Lansing City Clerk

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a Public Hearing will be held on Monday, October 14 at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI, on the proposed creation of Lansing Gateway Corridor Improvement Authority in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

Eligible property within an area along North Grand River bounded by an area of all commercial property, as defined by Public Act 57 of 2018, found within 500 feet of the centerline of North Grand River, east on Franette Road to Old US 27 on East North Street with branches on North Martin Luther King Boulevard, Turner Road and Capital City Boulevard

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



Chris Swope

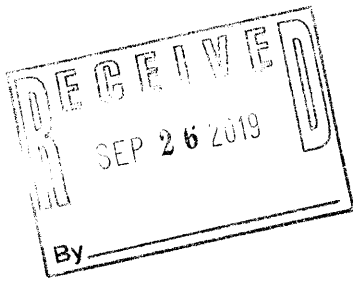
Lansing City Clerk

CITY OF LANSING NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held on Monday, October 14 at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI,, on the proposed creation of South Martin Luther King Corridor Improvement Authority in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

Eligible property within an area along South Martin Luther King Jr. Boulevard bounded by an area of all commercial property, as defined by Public Act 57 of 2018, found within 500 feet of the centerline of South Martin Luther King Jr. Boulevard, from the railroad tracks south of Victor Avenue to I-96.

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



City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on Monday, October 14, 2019 at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

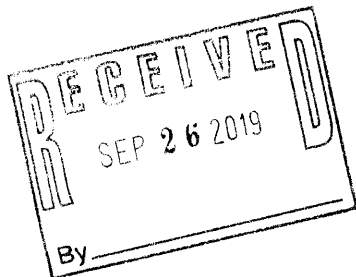
To afford an opportunity for all residents, taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of an Obsolete Property Rehabilitation Certificate (the "Certificate"), pursuant to and in accordance with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of 2000, for property located at 1030 S. Holmes St., Lansing, Michigan, but more particularly described as follows:

LOTS 1 THRU 13 INCL & LOTS 21 THRU 34 INCL BLOCK 11 MANUFACTURERS ADD NO 2, Parcel Number: 33-01-01-22-133-102, and

Approval of this Certificate will provide the owner or potentially the developer of property an abatement of certain property taxes for the improvements to the property noted above. Further information regarding this issue may be obtained from Kris Klein, Lansing Economic Area Partnership (LEAP), 1000 S. Washington Ave., Suite 201, Lansing, MI 48910, 517-702-3387.

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

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope



City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on Monday, October 14, 2019 at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of an Obsolete Property Rehabilitation District (the "District"), pursuant to and in accordance with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of 2000, for property located at 1611 East Kalamazoo St., Lansing, Michigan, but more particularly described as follows:

LOT 6, 7, 8, 9, 10 BLOCK 4 ASSESSORS PLAT NO 16

PARCEL NUMBER: 33-01-01-15-427-302

Approval of this District will allow the owners of real property within the District to apply for an abatement of certain property taxes for the improvements to their property located within the District. Further information regarding this issue may be obtained from Karl Dorshimer, Lansing Economic Area Partnership (LEAP), 1000 S. Washington Ave., Suite 201, Lansing, MI 48910, 517-702-3387.

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PARTICIPATION IN THE 2020 MICHIGAN STATEWIDE
AUTHORITATIVE IMAGERY AND LiBAR (MiSAIL) INTERGOVERNMENTAL AGREEMENT
FOR DATA EXCHANGE BETWEEN INGHAM COUNTY AND STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET (DTMB)**

RESOLUTION # 19 –

WHEREAS, the Tri-County Regional Planning Commission is coordinating a regional flight of Ingham, Eaton, and Clinton counties in order to produce aerial imagery; and

WHEREAS, Clinton and Eaton counties and the State of Michigan have agreed to participate; and

WHEREAS, participation in this regional project would supply Ingham County and participating local jurisdictions with 12'', 6'', and/or 3'' pixel, true color, leaf off digital orthoimagery; and

WHEREAS, users of this imagery include, but are not limited to, the Equalization/Tax Mapping Department, Environmental Health, 911 Emergency Operations, Economic Development, the Road Department, and the Drain Commissioner's Office; and

WHEREAS, the State of Michigan Department of Technology, Management and Budget requires the participating counties to enter into an intergovernmental agreement for the exchange of digital data; and

WHEREAS, the State of Michigan is coordinating this project through Tri-County Regional Planning which lowers the cost significantly.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes participation in the 2020 Intergovernmental Agreement for data exchange with the State of Michigan Department of Technology, Management and Budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary Intergovernmental Agreement with the State of Michigan Department of Technology, Management and Budget, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING KENT LARSON

RESOLUTION # 19 –

WHEREAS, Kent Larson began his career with Ingham County Facilities Department in August of 1994; and

WHEREAS, Kent has provided outstanding customer service and has been instrumental in maintaining the Jail Complex as well as other County facilities in the Mason area; and

WHEREAS, Kent began his career in the Ingham County Facilities Department as a Mechanic I and over the years has been promoted to Mechanic II and has served in the position of Building Maintenance Supervisor with distinction; and

WHEREAS, throughout Kent's Career he has been responsible for the operation and maintenance of several County facilities in the Mason area; and

WHEREAS, over the course of his career he has successfully worked on completing many projects and finding creative low cost solutions to many of the challenges associated with them; and

WHEREAS, Kent's commitment to quality and exceptional service to those he served and worked with will be missed; and

WHEREAS, Kent is retiring from his position as Building Maintenance Supervisor on September 20th, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Kent Larson for his great work ethic, and his commitment to providing outstanding customer service, and contributions he has made to Ingham County.

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

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

Nays: None **Absent:** Koenig **Approved 10/01/2019**

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 September 17, 2019 as submitted.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

INGHAM COUNTY ROAD DEPARTMENT

DATE September 17 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP	SECTION
2019-482	GA HUNT EXCAVATING	SANITARY	EAGLES WAY	MERIDIAN	
2019-484	CONSUMERS ENERGY	ELECTRIC – OH	OKEMOS RD	MERIDIAN	
2019-480	CONSUMERS ENERGY	ELECTRIC – OH	OLDS RD	LESLIE	
2019-471	CONSUMERS ENERGY	ELECTRIC – OH	SHERWOOD RD	MERIDIAN	
2019-470	CONSUMERS ENERGY	ELECTRIC – UG	MCCUE RD	DELHI	
2019-435	ARCADIS OF MICH	SOIL BORINGS	MAIN ST	LANSING	
2019-254	CONSUMERS ENERGY	GAS- ROAD CUT	MT HOPE RD	MERIDIAN	
2019-393	CONSUMERS ENERGY	ELECTRIC – OH	KANSAS RD	MERIDIAN	
2019-488	EVERSTREAM	CABLE – UG BORE	BELLE CHASE WAY	DELHI	
2019-486	HAYHOE ASPHALT	PUBLIC ROAD CONSTRUCTION	FIVE OAKS DR	DELHI	
			MANAGING DIRECTOR:	_____	

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDER FOR
OLMSTED COURT AT BELVEDERE AVENUE IN CENTRAL PARK ESTATES SUBDIVISION
SECTION 22, MERIDIAN TOWNSHIP**

RESOLUTION # 19 –

WHEREAS, the Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed Olmsted Court at Belvedere Avenue in the Central Park Estates residential subdivision in Section 22 of Meridian Township and find that a Traffic Control Order as necessary and placement of a stop sign to stop northbound Olmsted Court for eastbound and westbound traffic on Belvedere Avenue is now warranted.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound Olmsted Court for eastbound and westbound traffic on Belvedere Avenue in the Central Park Estates residential subdivision in Section 22 of Meridian Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

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

Nays: None **Absent:** Koenig **Approved 10/01/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PROMOTE ENROLLMENT IN PERMANENT ABSENT VOTER LISTS BY
QUALIFIED REGISTERED VOTERS OF INGHAM COUNTY**

RESOLUTION # 19 –

WHEREAS, in 2018, the voters of Michigan approved Proposal 3 to amend the Michigan Constitution and greatly expand voting rights, including the option to vote by no-reason absentee ballot; and

WHEREAS, many city and township clerks maintain a Permanent Absent Voter (“AV”) List, also known as an Automatic Ballot Application List, and qualified registered voters that request to be added to their city or township’s list are automatically sent an application for an absentee ballot for every election that is conducted in that city or township; and

WHEREAS, every city and township clerk in Ingham County maintains a Permanent AV List; and

WHEREAS, the Ingham County Clerk actively encourages every qualified registered voter in Michigan to cast their ballots at every election and supports permanent AV lists as it increases voter participation; and

WHEREAS, the Ingham County Clerk desires to encourage all Ingham County qualified registered voters to sign up for their city or township’s Permanent AV List by sending them a mailer advising them of the Permanent AV List and how to sign up; and

WHEREAS, the Ingham County Clerk worked in conjunction with the Purchasing Department to develop and disseminate Request for Proposals #182-19 for which eight proposals were received and evaluated leading to the instant resolution.

THEREFORE, BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into an agreement with the Detroit Legal News (DBA Inland Press) for the purposes of printing and sending a mailer as described in this resolution in an amount not to exceed \$40,000.00.

BE IT FURTHER RESOLVED, this agreement shall be funded by the Ingham County Clerk’s election supplies line item (101-191000-726010).

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

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are 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 10/01/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE RECLASSIFICATION APPEAL OF THE
ADMINISTRATIVE ANALYST POSITION**

RESOLUTION # 19 –

WHEREAS, the Human Resources Department made a call for standard and customary reclassification requests from Managerial and Confidential employees for 2019; 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 completed an objective review of the reclassification request for the Administrative Analyst position in the Budget Division of the Controller's Office which initially resulted in no change in pay grade; and

WHEREAS, an appeal process with additional information was subsequently completed on September 10, 2019, resulting in an upward change in pay grade from MC Grade 7 (Step 5: \$58,372.37) to MC Grade 8 (Step 5: \$63,877.84).

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>
236002	Administrative Analyst	Move from MC 7 to MC 8

BE IT FURTHER RESOLVED, that the changes will be effective the first pay period in January 2019 following approval by the Board of Commissioners.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2019 APPORTIONMENT REPORT

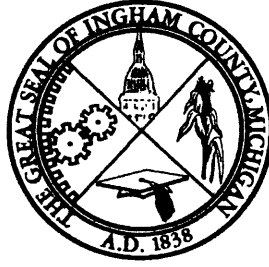
RESOLUTION # 19 –

WHEREAS, State Law requires that the Board of Commissioners approve on or before October 31st of each year the annual Apportionment Report stating millages to be apportioned and spread on taxable valuations of real and personal property within the County.

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year 2019 is hereby approved.

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

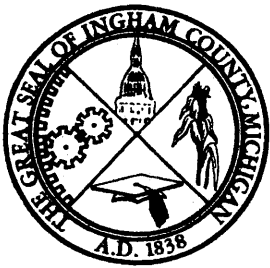


2019

***INGHAM COUNTY
APPORTIONMENT REPORT***

October 2, 2019

***Prepared by the
Ingham County Equalization/Tax Mapping
Department***



Ingham County Equalization/Tax Mapping Department

Courthouse, P.O. Box 319, Mason, Michigan 48854
Telephone: (517) 676-7212 Fax: (517) 676-7272

To: Finance Committee
Ingham County Board of Commissioners

From: William E. Fowler, Director
Equalization/Tax Mapping Department

Date: September 17, 2019

Re: 2019 County Apportionment Report

Attached please find the resolution approving the 2019 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 2, 2019. The Apportionment Report is not complete at this time. The report will be distributed prior to the October 2, 2019 meeting.

Also, please be aware that any millage proposals that may be submitted and approved by the electorate for the upcoming November election may result in a necessity to amend the 2019 Apportionment Report.

Respectfully,

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2019 APPORTIONMENT REPORT

WHEREAS, State Law requires that the Board of Commissioners approve on or before October 31st of each year the annual Apportionment Report stating millages to be apportioned and spread on taxable valuations of real and personal property within the County.

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year 2019 is hereby approved.

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2019**

This report is used under the authority of P.A. 282 of 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of \$100.

penalty of \$100.		L-4400		
1 Taxing Authorities	2 2019 Real and Personal Taxable Value	Millages		
		3 Separate or Allocated	Extra Voted	
			4 Operating	5 Bldg./Site/Debt
				6 Purpose
County Operating	8,046,381,505	6.0000		
Indigent Veterans Relief Fund	8,083,225,081	6.7600		
Animal Control	8,083,225,081		0.0330	
Public Transportation	8,083,225,081		0.2400	
Emergency 911	8,083,225,081		0.6000	
Parks & Trails	8,083,225,081		0.8500	
Juvenile Justice	8,083,225,081		0.5000	
Potter Park Zoo	8,083,225,081		0.6000	
Farmland Preservation	8,083,225,081		0.4100	
Jail/Justice	8,083,225,081		0.1400	
Health Services	8,083,225,081		0.8500	
TOWNSHIPS:			0.5200	
Alaiedon Township	217,105,146	0.8314		
Aurelius Township	155,228,786	0.8201		.5000 Fire
Bunker Hill Township	85,825,976	0.9973		
Delhi Charter Township	801,517,952		4.2981	4.4922 Fire, Police, EMT Equip, Trails
Ingham Township	81,057,784	0.9964		
Lansing Charter Township	307,726,378		8.5065	0.5000 Sidewalk
Leroy Township	129,550,189	0.8062		
Leslie Township	99,429,571	1.0000		.8895 Fire
Locke Township	78,757,217	0.9968		
Meridian Charter Township	1,819,243,937		4.1670	4.3875 Comm Serv, Bike Path, Fire, Police, Parks,Roads.CATA
Onondaga Township	88,044,734	0.9873		
Stockbridge Township	261,842,050	0.7810		
Vevay Township	139,225,739	1.0000		
Wheatfield Township	78,449,332	0.9968		
White Oak Township	76,131,493	0.9965		
Williamstown Township	253,851,779	0.9944		

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2019**

L-4402

7 Taxing Authorities	8 2019 Real & Personal Taxable Value	9 2019 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	968,017,828	16.3552	15,832,125
Lansing	2,057,941,382	19.4400	40,006,380
Lansing-Renaissance Zone	39,662,295	.0000	
Leslie	36,818,758	16.6000	611,191
Mason	234,505,167	15.2500	3,576,204
Williamston	112,953,883	15.0933	1,704,847
Williamston-Ren Zone	(expired)		
Village Rates:			
Dansville	11,797,458	8.2411	97,224
Stockbridge	28,073,405	12.7400	357,655
Webberville	50,844,415	13.2000	671,146

It is important that all city ad valorem taxes be entered on this sheet. County Board of Commissioners do not certify City or Village tax rates. These rates are for information purposes only. List all school districts on page 4.

CERTIFICATION

I hereby certify that this report is a true statement of the taxable valuations of each assessing district and of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ingham for the year 2019

Ingham County Equalization

NOTARIZATION

_____, Notary Public

_____, County, Michigan

State of Michigan)

)ss

County of Ingham)

Subscribed before me this _____ day of _____
2019

My Commission Expires: _____

continued on page 3

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2019

11	12	13	14
Taxing Authorities	Taxable Value	2019 Operating Tax Rates	2019 Debt Tax Rates
Capital Area Transportation Authority			
Delhi Charter	801,517,952		
Lansing Charter	307,726,378		
Meridian Charter	1,819,243,937		
C-East Lansing (Ingham)	968,017,828		
C-East Lansing (Clinton County)	123,300,728		
C-Lansing (Ingham County)	2,057,941,382		
C-Lansing (Eaton County)	64,451,834		
Capital Area District Library			
Ingham County	7,099,509,790	1.5600	
Eaton County	45,278,672		
Capital Regional Airport Authority			
Ingham County	8,083,225,081	.6990	
Eaton County	71,519,573		
Clinton County	8,140,242		
Lansing Township Downtown Dev. Authority			
	116,027,400	2.0000	
East Lansing Downtown Development Authority			
	94,928,662	1.7007	
Northern Ingham Emergency Services Authority			
Leroy	129,550,189	1.2467	.7454
Locke	78,757,217		
Wheatfield	78,449,332		
Williamstown	253,851,779		
C-Williamston	112,953,883		
Stockbridge Area Emergency Services Authority			
Bunker Hill	85,825,976	1.6000	
Stockbridge	261,842,050		
White Oak	76,131,493		
Jackson Co. (Waterloo Twp)	127,642,986		
Fowlerville District Library			
Locke Township	819,528	1.3781	
White Oak Township	6,802,070		
	7,621,598		

STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF INGHAM FOR THE YEAR 2019

L-4402

This report is issued under the authority of P.A. 282 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of \$100.

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
	8,918,336	700	EATON RAPIDS						
X			23050	Aurelius Twp	26,885,896			7.9992	
	X			Aurelius Twp	2,770,699		17.8669		
			23050	Aurelius Twp	-		5.8669		
X			23050		10,973,394			7.9992	
	X		23050		2,070,123		17.8669		
			23050		-		5.8669		
X			23050		40,125,363			7.9992	
	X		23050		4,077,514		17.8669		
		X	23050		700		5.8669		
1,138,663,703	539,356,052	38,163,300	EAST LANSING						
X			33010		234,900			7.5000	
	X		33010		234,900		18.0000		
			33010	Lansing Charter Twp	-		6.0000		
X			33010	Meridian Twp	176,847,498			7.5000	
	X		33010	Meridian Twp	47,354,844		18.0000		
		X	33010	Meridian Twp	622,300		6.0000		
X			33010	C-East Lansing	897,266,201			7.5000	
	X		33010	C-East Lansing	439,601,950		18.0000		
		X	33010	C-East Lansing	33,091,800		6.0000		
X			33010	C-Lansing	64,315,104			7.5000	
	X		33010	C-Lansing	52,164,358		18.0000		
		X	33010	C-Lansing	4,449,200		6.0000		

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
2,207,021,266	1,209,199,367	111,974,600	LANSING						
X			33020	Delhi Charter Twp	1,025,965			7.6000	
	X		33020	Delhi Charter Twp	802,242		17.7792		
		X	33020	Delhi Charter Twp	168,900		5.7792		
X			33020	Lansing Charter Twp	188,544,532			7.6000	
	X		33020	Lansing Charter Twp	140,950,151		17.7792		
		X	33020	Lansing Charter Twp	16,599,500		5.7792		
X			33020	C-East Lansing	69,355,152			7.6000	
	X		33020	C-East Lansing	59,937,179		17.7792		
		X	33020	C-East Lansing	9,250,000		5.7792		
X			33020	C-Lansing	1,908,433,322			7.6000	
	X		33020	C-Lansing	972,446,100		17.7792		
		X	33020	C-Lansing	81,357,600		5.7792		
X			33021	C-Lansing-REZ	39,662,295				Renaissance Zone
	X		33021	C-Lansing-REZ	35,063,695				Renaissance Zone
		X	33021	C-Lansing-REZ	4,598,600				Renaissance Zone
201,128,028	52,406,116	1,062,939	DANSVILLE						
X			33040	Bunker Hill Twp	35,182,568			7.9961	
	X		33040	Bunker Hill Twp	15,625,851		18.0000		
		X	33040	Bunker Hill Twp	199,500		6.0000		
X			33040	Ingham Twp	81,049,460			7.9961	
	X		33040	Ingham Twp	11,529,927		18.0000		
		X	33040	Ingham Twp	421,800		6.0000		
X			33040	Leroy Twp	6,126,407			7.9961	
	X		33040	Leroy Twp	1,474,491		18.0000		
		X	33040	Leroy Twp	40,939		6.0000		
X			33040	Leslie Twp	948,861			7.9961	
	X		33040	Leslie Twp	14,883		18.0000		
			33040	Leslie Twp	-		6.0000		
X			33040	Stockbridge Twp	1,107,368			7.9961	
	X		33040	Stockbridge Twp	107,200		18.0000	7.9961	
			33040	Stockbridge Twp	-		6.0000		

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
							Operating	Bldg/Site Sinking Fund	
			DANSVILLE continued						
X			33040	Vevay Twp	4,573,289			7.9961	
	X		33040	Vevay Twp	706,603		18.0000		
			33040	Vevay Twp	-		6.0000		
X			33040	Wheatfield Twp	21,951,701			7.9961	
	X		33040	Wheatfield Twp	1,924,987		18.0000		
		X	33040	Wheatfield Twp	27,700		6.0000		
X			33040	White Oak Twp	50,188,374			7.9961	
	X		33040	White Oak Twp	21,022,174		18.0000		
		X	33040	White Oak Twp	373,000		6.0000		
456,072,207	92,970,606	2,056,300	HASLETT						
X			33060	Meridian Charter Twp	417,596,481			10.3294	
	X		33060	Meridian Charter Twp	87,269,724		18.0000		
		X	33060	Meridian Charter Twp	1,911,100		6.0000		
X			33060	Williamstown Twp	37,079,251			10.3294	
	X		33060	Williamstown Twp	4,377,807		18.0000		
		X	33060	Williamstown Twp	71,800		6.0000		
X			33060	C-East Lansing	1,396,475			10.3294	
	X		33060	C-East Lansing	1,323,075		18.0000		
		X	33060	C-East Lansing	73,400		6.0000		

1				2	3	4	Millages			8 County Use Notes
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7		
							Operating	Bldg/Site Sinking Fund		
730,120,140	224,774,754	21,891,900	HOLT							
X			33070	Delhi Charter Twp	715,409,148			10.0000		
	X		33070	Delhi Charter Twp	222,218,597		18.0000			
		X	33070	Delhi Charter Twp	21,877,200		6.0000			
X			33070	C-Lansing	14,272,442			10.0000		
	X		33070	C-Lansing	2,551,857		18.0000			
		X	33070	C-Lansing	14,700		6.0000			
X			33071	Delhi Charter Twp	178,656				2.8500 Mason tr to Holt (2004)	
	X		33071	Delhi Charter Twp	4,300		18.0000			
			33071	Delhi Charter Twp	-		6.0000			
X			33072	Delhi Charter Twp	114,163			2.8500	Mason tr to Holt (2007)	
			33072	Delhi Charter Twp	-		18.0000			
			33072	Delhi Charter Twp	-		6.0000			
X			33075	Delhi Charter Twp	145,731			7.0000	Eaton Rapids tr to Holt (2015)	
			33075	Delhi Charter Twp	-		18.0000			
			33075	Delhi Charter Twp	-		6.0000			
207,862,958	68,448,182	2,505,589	LESLIE							
X			33100	Bunker Hill Twp	35,931,630			8.1922		
	X		33100	Bunker Hill Twp	18,470,033		17.9782			
		X	33100	Bunker Hill Twp	31,600		5.9782			
X			33100	Leslie Twp	93,086,823			8.1922		
	X		33100	Leslie Twp	29,593,151		17.9782			
		X	33100	Leslie Twp	1,775,339		5.9782			
X			33100	Onondaga Twp	42,025,747			8.1922		
	X		33100	Onondaga Twp	6,015,994		17.9782			
		X	33100	Onondaga Twp	178,700		5.9782			
X			33100	C-Leslie	36,818,758			8.1922		
	X		33100	C-Leslie	14,369,004		17.9782			
		X	33100	C-Leslie	519,950		5.9782			

1			2		3	Millages				8
All Property	Non-Homestead	Comm. Personal	School District	School District Code		4	5	6	7	
722,694,721	195,989,261	10,014,922	MASON			Taxable Value for Each Township/City		Operating	Bldg/Site Sinking Fund	County Use Notes
X			33130	Ingham Twp		8,324			6.6800	
			33130	Ingham Twp		-		17.9388		
			33130	Ingham Twp		-		5.9388		
X			33124	Leslie Twp		221,951			10.6922	Leslie tr to Mason (5/26/1996)
			33124	Leslie Twp		-		17.9388		
			33124	Leslie Twp		-		5.9388		
X			33130	Alaiedon Twp		128,299,332			6.6800	
	X		33130	Alaiedon Twp		35,860,610		17.9388		
		X	33130	Alaiedon Twp		2,033,600		5.9388		
X			33130	Aurelius Twp		128,342,890			6.6800	
	X		33130	Aurelius Twp		9,256,583		17.9388		
		X	33130	Aurelius Twp		699,400		5.9388		
X			33130	Delhi Charter Twp		73,670,895			6.6800	
	X		33130	Delhi Charter Twp		15,723,512		17.9388		
		X	33130	Delhi Charter Twp		862,800		5.9388		
X			33130	Leslie Twp		4,669,024			6.6800	
	X		33130	Leslie Twp		338,590		17.9388		
		X	33130	Leslie Twp		54,422		5.9388		
X			33130	Onondaga Twp		4,731,181			6.6800	
	X		33130	Onondaga Twp		1,013,516		17.9388		
			33130	Onondaga Twp		-		5.9388		
X			33130	Vevay Twp		134,652,450			6.6800	
	X		33130	Vevay Twp		32,121,203		17.9388		
		X	33130	Vevay Twp		1,708,200		5.9388		
X			33130	Wheatfield Twp		3,916,523			6.6800	
	X		33130	Wheatfield Twp		722,159		17.9388		
			33130	Wheatfield Twp		-		5.9388		
X			33130	C-Lansing		9,676,984			6.6800	
	X		33130	C-Lansing		9,013,384		17.9388		
			33130	C-Lansing		-		5.9388		

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal				5	6	7	
			School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		Operating	Bldg/Site Sinking Fund	County Use Notes
			MASON continued						
X			33130	C-Mason	234,505,167			6.6800	
	X		33130	C-Mason	91,939,704		17.9388		
		X	33130	C-Mason	4,656,500		5.9388		
1,346,987,012	482,041,287	36,185,338	OKEMOS						
X			33170	Alaiedon Twp	77,174,878			7.9878	
	X		33170	Alaiedon Twp	54,271,107		18.0000		
		X	33170	Alaiedon Twp	5,614,600		6.0000		
X			33170	Meridian Charter Twp	1,189,543,119			7.9878	
	X		33170	Meridian Charter Twp	403,507,422		18.0000		
		X	33170	Meridian Charter Twp	29,530,238		6.0000		
X			33170	Williamstown Twp	21,184,668			7.9878	
	X		33170	Williamstown Twp	780,840		18.0000		
			33170	Williamstown Twp	-		6.0000		
X			33170	C-Lansing	59,084,347			7.9878	
	X		33170	C-Lansing	23,481,918		18.0000		
		X	33170	C-Lansing	1,040,500		6.0000		
289,975,954	183,822,119	892,500	STOCKBRIDGE						
X			33200	Bunker Hill Twp	14,711,778			3.9000	
	X		33200	Bunker Hill Twp	2,091,289		18.0000		
		X	33200	Bunker Hill Twp	84,700		6.0000		
X			33200	Stockbridge Twp	260,734,682			3.9000	
	X		33200	Stockbridge Twp	175,904,309		18.0000		
		X	33200	Stockbridge Twp	659,000		6.0000		
X			33200	White Oak Twp	14,529,494			3.9000	
	X		33200	White Oak Twp	5,826,521		18.0000		
		X	33200	White Oak Twp	148,800		6.0000		

1			2		3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District	School District Code			5	6	7	
121,106,129	55,866,659	4,617,900	WAVERLY							
X				33215	Lansing Charter Twp	118,946,946		4.4692	7.9000	
	X			33215	Lansing Charter Twp	55,833,175		13.5254		
		X		33215	Lansing Charter Twp	4,557,400		5.9946		Supp. HH oper all is included
X				33215	C-Lansing	2,159,183		4.4692	7.9000	
	X			33215	C-Lansing	33,484		13.5254		
		X		33215	C-Lansing	60,500		5.9946		Supp. HH oper all is included
128,871,183	36,358,922	4,764,432	WEBBERVILLE							
X				33220	Leroy Twp	90,359,827			8.4298	
	X			33220	Leroy Twp	29,984,732		18.0000		
		X		33220	Leroy Twp	4,436,832		6.0000		
X				33220	Locke Twp	33,899,801			8.4298	
	X			33220	Locke Twp	3,946,227		18.0000		
		X		33220	Locke Twp	325,900		6.0000		
X				33220	White Oak Twp	4,611,555			8.4298	
	X			33220	White Oak Twp	2,427,963		18.0000		
		X		33220	White Oak Twp	1,700		6.0000		
448,992,872	79,491,136	4,980,192	WILLIAMSTON							
X				33230	Alaiedon Twp	11,630,936			9.5819	
	X			33230	Alaiedon Twp	1,607,393		18.0000		
		X		33230	Alaiedon Twp	313,200		6.0000		
X				33230	Leroy Twp	33,063,955			9.5819	
	X			33230	Leroy Twp	4,902,485		18.0000		
		X		33230	Leroy Twp	49,132		6.0000		
X				33230	Locke Twp	23,135,324			9.5819	
	X			33230	Locke Twp	2,470,803		18.0000		
				33230	Locke Twp	-		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
							6 Operating	7 Bldg/Site Sinking Fund	
			WILLIAMSTON continued						
X			33230	Meridian Charter Twp	35,256,839			9.5819	
	X		33230	Meridian Charter Twp	2,349,809		18.0000		
		X	33230	Meridian Charter Twp	757,500		6.0000		
X			33230	Wheatfield Twp	52,393,781			9.5819	
	X		33230	Wheatfield Twp	6,461,633		18.0000		
		X	33230	Wheatfield Twp	394,300		6.0000		
X			33230	Williamstown Twp	180,370,827			9.5819	
	X		33230	Williamstown Twp	22,756,922		18.0000		
		X	33230	Williamstown Twp	1,232,200		6.0000		
X			33230	C-Williamston	112,953,883			9.5819	
	X		33230	C-Williamston	38,942,091		18.0000		
		X	33230	C-Williamston	2,233,860		6.0000		
X			33238	Wheatfield Twp	87,552			7.5819	Dansville tr to Williamston (4/25/00)
			33238	Wheatfield Twp	-		18.0000		
			33238	Wheatfield Twp	-		6.0000		
X			33239	Wheatfield Twp	99,775			7.5819	Dansville tr to Williamston (5/17/02)
			33239	Wheatfield Twp	-		18.0000		
			33239	Wheatfield Twp	-		6.0000		
			33233	C-Williamston RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
1,574,742	171,240	-	NW JACKSON						
X			38140	Leslie Twp	502,912			4.2992	
	X		38140	Leslie Twp	97,361		18.0000		
			38140	Leslie Twp	-		6.0000		
X			38140	Onondaga	1,071,830			4.2992	
	X		38140	Onondaga	73,879		18.0000		
			38140	Onondaga	-		6.0000		
90,613	1,500	-	SPRINGPORT						
X			38150	Onondaga Twp	90,613			6.1000	
	X		38150	Onondaga Twp	1,500		18.0000		
			38150	Onondaga Twp	-		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
							Operating	Bldg/Site Sinking Fund	
7,621,598	1,924,678	-	FOWLERVILLE						
X			47030	Locke Twp	819,528			9.5500	
	X		47030	Locke Twp	123,864		18.0000		
			47030	Locke Twp	-		6.0000		
X			47030	White Oak Twp	6,802,070			9.5500	
	X		47030	White Oak Twp	1,800,814		18.0000		
			47030	White Oak Twp	-		6.0000		
8,570,372	666,950	-	MORRICE						
X			78060	Locke Twp	8,570,372			7.0000	
	X		78060	Locke Twp	666,950		16.5032		
			78060	Locke Twp	-		4.5032		
27,549,225	2,929,691	-	PERRY						
X			78080	Locke Twp	12,332,192			8.5912	
	X		78080	Locke Twp	666,649		18.0000		
			78080	Locke Twp	-		6.0000		
X			78080	Williamstown Twp	15,217,033			8.5912	
	X		78080	Williamstown Twp	2,263,042		18.0000		
			78080	Williamstown Twp	-		6.0000		

1	2	3	4	Millages			8
				5	6	7	
	Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value	ISD Alloc	Operating	Bldg/Site/Debt	County Use Notes
	Ingham Intermediate School District						
	Clinton	520,914,258	9,580,222,292	.2000	5.7987		Spec Ed 4.5062
	Eaton	826,475,037					Voc Ed 1.2925
	Ingham	7,959,833,878					No debt
	Jackson	121,114,630					Lansing Schools do not pay vocational ed.
	Livingston	111,317,701					
	Shiawassee	8,069,138					
		32,497,650					
	Eaton Intermediate Schools District						
	Aurelius Township	0	2	.1843	3.6935		Spec Ed 2.7704
	Delhi Township	1					Voc Ed .9231
	Onondaga Township	1					No debt
	Jackson Intermediate School District	0.5					
	Leslie Twp	0.6	1	.3422	8.7600		Spec Ed 6.2764
	Onondaga Twp	0					Voc Ed 2.1414
	Livingston Intermediate School District	0.85					No debt
	Locke Twp	819,528	7,621,598	.0651	3.2337		Spec Ed 3.2337
	White Oak Twp	6,802,070					No Debt
	Shiawassee Intermediate School District						
	Locke Twp	20,902,564	36,119,597	.2440	4.2228		Spec Ed 4.2228
	Williamstown Twp	15,217,033					No debt
	Lansing Community College						
	Ingham County	7,959,833,878	11,834,698,622		3.8072		Operating
	Clinton County	1,612,845,243					
	Eaton County	2,135,390,051					
	Ionia County	6,732,977					
	Livingston County	111,317,701					
	Shiawassee County	8,578,772					

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 09/17/19</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
201	Road	26,654,654	125,000	26,779,654
205	Animal Control Millage	429,319	1,212,700	1,642,019
207	Justice Millage	890,355	0	890,355
260	Indigent Defense	5,422,599	0	5,422,599
399	Animal Shelter Debt	0	1,212,700	1,212,700
664	Mach. & Equip. Revolving	1,889,218	880	1,890,098

Non-General Fund Adjustments

Road Fund (F201)	To increase expense and use of fund balance in the amount of \$125,000 to purchase 3 or 4 new pickup trucks to replace old units.
Animal Control Millage (F205)	Set up transfer to Fund 399 for payment of bond in the amount of \$1,212,700 for construction of the Animal Shelter Facility and increase use of 205 Fund balance.
Justice Millage (F207)	To transfer \$5,710 from excess personnel line to the building repair and maintenance line.

Indigent Defense
(F260)

To transfer \$200,000 from contractual services line to
leasehold improvements line.

Animal Shelter Debt
(F399)

Set up expense and revenue from Fund 205 millage for
payment of the bond in the amount of \$1,212,700 for construction of the
Animal Shelter Facility

Mach./Equip. Revolving
(F664)

Set up expense and revenue in the amount of \$880 from
664 fund balance to supplies line.

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #19-391 TO ACCEPT GRANT FUNDS FROM THE
STATE OF MICHIGAN EMERGENCY MANAGEMENT PERFORMANCE GRANT**

RESOLUTION # 19 –

WHEREAS, Resolution #19-391 authorized the acceptance of grant funds from the State of Michigan Emergency Management Performance Grant (EMPG) for FY 2020; and

WHEREAS, it is necessary to amend the resolution to accept Emergency Management Performance Grant funds for FY 2019 rather than FY 2020.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners hereby amends Resolution #19-391 Accepting Grant Funds from the State of Michigan Emergency Management Performance Grant by changing the time period of the grant from October 1, 2019 through September 30, 2020 to October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that references made in the resolution to FY 2020 shall be changed to FY 2019.

BE IT FURTHER RESOLVED, all other provisions of Resolution #19-391 shall remain in effect.

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT GRANT FUNDS THROUGH MID-STATE HEALTH NETWORK

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to renew the agreement with Mid-State Health Network (MSHN) to accept grant funds totaling \$104,311, which will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI) and to augment prevention efforts dedicated to youth vaping and marijuana use; and

WHEREAS, historically, this collaboration collects data in Ingham County that provides support for combating the opioid epidemic and other substance use disorders; and

WHEREAS, this funding also supports other prevention related efforts including naloxone training for staff and community members, proper disposal of medication, tobacco surveillance, and connecting community members in need to substance abuse resources; and

WHEREAS, this agreement will be effective October 1, 2019 through September 30, 2020; and

WHEREAS, the renewal of this agreement will allow ICHD to accept \$104,311 in grant funds which will be used to continue funding a .5 FTE Prevention Coordinator (position # 601496, ICEA Pro 9, salary \$63,413.57 - \$76,1125.37), a .15 FTE Community Health Worker (position #601454, UAW D, salary: \$33,048.96 - \$39,344.00), and a .2 FTE Lead Social Worker (position # 601525, ICEA Pro 8, salary: \$57,981.36 - \$69,605.20), for the duration of the agreement with MSHN; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of \$104,311 in contract funds to be used for .5 FTE Prevention Coordinator (position # 601496, ICEA Pro 9, salary \$63,413.57 - \$76,1125.37), a .15 FTE Community Health Worker (position #601454, UAW D, salary: \$33,048.96 - \$39,344.00), and a .2 FTE Lead Social Worker (position # 601525, ICEA Pro 8, salary: \$57,981.36 - \$69,605.20), as well as other prevention related activities.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the acceptance of contract funds from MSHN in the amount of \$104,311 to continue the funding of a .5 FTE Prevention Coordinator (position # 601496, ICEA Pro 9, salary \$63,413.57 - \$76,1125.37), a .15 FTE Community Health Worker (position #601454, UAW D, salary: \$33,048.96 - \$39,344.00), and a .2 FTE Lead Social Worker (position # 601525, ICEA Pro 8, salary: \$57,981.36 - \$69,605.20), as well as other prevention related activities.

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

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/30/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE FIFTH AMENDMENT TO THE AGREEMENT WITH THE
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH
DECEMBER 31, 2020**

RESOLUTION # 19 –

WHEREAS, an agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2020; and

WHEREAS, in August 2016, the electorate approved a countywide public transportation millage level of 60/100 (.60) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period October 1, 2019 through September 30, 2020 the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, the Chairperson of the Board and the County Clerk are hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

INGHAM COUNTY PROPOSED SCOPE OF SERVICE

For October 1, 2019 through September 30, 2020

For fiscal year 2020, Ingham County projects tax revenue in the amount of \$4,711,918 from the Special Transportation Millage. As the County's contractor, CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost efficient ways.
2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. CRS also refers to the Mason Connector, Williamston-Webberville Connector and Mason Redi-Ride routes. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of \$1,360,100 of funds received under this agreement shall be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services.
3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum \$3,216,882 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administering and marketing Spec-Tran.
4. The amount of \$134,936 shall be retained by the County for the operation of a vehicle used to transport area veterans to regional VA Hospitals in the County's 2020 Fiscal Year. CATA has no responsibility for this service and does not participate in its operation or funding.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH L. J. TRUMBLE BUILDERS, LLC.

RESOLUTION # 19 –

WHEREAS, the Ingham County Parks Department owns and maintains the buildings at Lake Lansing North and Lake Lansing South; and

WHEREAS, the Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced roofing contractors; and

WHEREAS, after careful review and evaluation of the proposal received, the Evaluation Committee recommends that a contract be awarded to L. J. Trumble Builders, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with L. J. Trumble Builders, LLC. for the base bid in the amount of \$32,565, and a contingency not to exceed \$5,000, for a total amount not to exceed of \$37,565 for the purpose of supplying and installing a new roof on the Lakeview Shelter at Lake Lansing South and the Snell Bathroom at Lake Lansing North.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 16, 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 the Controller/Administrator is authorized for the utilization of \$37,565 from the County's contingency fund into a new capital line item to be determined by the budget office to complete the project.

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH TOMCO ASPHALT, INC.

RESOLUTION # 19 –

WHEREAS, the Parks Department solicited quotes for asphalt paving of the entrance at Lake Lansing South; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a Purchase Order be issued to TomCo Asphalt, Inc. in the amount of \$8,500.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes a Purchase Order to be issued to TomCo Asphalt, Inc. for the entrance asphalt project at Lake Lansing South for a total cost not to exceed \$8,500.

BE IT FURTHER RESOLVED, that this project shall be completed by December 20, 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 \$8,500 is available in line item 228-75999-974000-9P13 for the project.

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

Nays: None **Absent:** None **Approved 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH
IONIA COUNTY HEALTH DEPARTMENT**

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a six month extension with Ionia County Health Department to enable ICHD's Medical Director to continue providing medical direction and consultation to Ionia County Health Department; and

WHEREAS, the extension would be effective January 1, 2020 through June 30, 2020; and

WHEREAS, this agreement was authorized in Resolution # 16-407; and

WHEREAS, under the existing agreement, Ionia County Health Department agreed to pay ICHD \$56,290.00 for the 2019 calendar year; and

WHEREAS, due to the fact that a 2% increase in salaries is scheduled for FY 20 this extension requests a commensurate increase of 2% for the duration of the extension for a total of \$28,707.90; and

WHEREAS, under this agreement ICHD agrees to provide approximately 20% of the Medical Director's time to the Ionia County Health Department, including a commitment to being on site at least 16 hours during each month; and

WHEREAS, additionally, this agreement provides that the administrative staff of ICHD occasionally consults with the staff of Ionia County; and

WHEREAS, the Ingham County Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Ionia County Health Department to allow ICHD's Medical Director to continue to provide medical direction and consultation to Ionia County Health Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with Ionia County Health Department to allow ICHD's Medical Director to continue to provide medical direction and consultation to Ionia County Health Department for the time period of January 1, 2020 to June 30, 2020.

BE IT FURTHER RESOLVED, that Ionia County will reimburse Ingham Country an amount not to exceed \$28,707.90 for the Medical Director's time to the Ionia County Health Department.

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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUHTORIZE AN AGREEMENT WITH
INTELLIGENT MEDICAL OBJECTS, INC.**

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022; and

WHEREAS, IMO offers Problem IT Terminology Service which provides advanced user-friendly term search functionality to assist providers and clinicians in identifying terminology to document patient diagnosis and histories within Next Gen; and

WHEREAS, IMO, Inc.'s Service is compatible and recommended for use with Next Gen and will enhance the efficiency of the diagnostic code search function in Next Gen to ensure quality patient care; and

WHEREAS, the cost of the Service includes a one-time implementation fee of \$2,500 for installation, updates, enhancements, material data updates and new versions into the Service and consulting services to be provided by IMO, Inc. over the three year agreement period; and

WHEREAS, the cost of service also includes a licensing fee of \$7,500 per year. That brings the first year costs to \$10,000, and years two and three at \$7500 per year. These costs will be covered through the Community Health Center FY20 budget; and

WHEREAS, these costs will be covered through the Community Health Center FY20 budget; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services, including a one-time implementation fee of \$2,500 and a licensing fee of \$7,500 per year.

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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT INTEGRATED BEHAVIORAL HEALTH PLAN

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to provide mental health services at the New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020; and

WHEREAS, this is additional supplemental funding for the Health Center Program Grant FY 2019; and

WHEREAS, a portion of the funding will be going towards a service agreement with Hope Network for Medication Assisted Treatment (MAT) Services to contract with .40 FTE physician to provide MAT services for an amount not to exceed \$95,400; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers and the creation of a .40 FTE contracted physician to provide MAT services, effective for the current grant year, February 1, 2019 through January 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY'S
COLLEGE OF OSTEOPATHIC MEDICINE, DEPARTMENT OF FAMILY AND
COMMUNITY MEDICINE**

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to enter into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020; and

WHEREAS, the contracted Medical Director will fill in the vacant CHC Medical Director position 20 hours per week; and

WHEREAS, the funding for this agreement will be covered by the salary of the vacant CHC Medical Director position; and

WHEREAS, the contracted Medical Director will work 20 hours per week at \$150 an hour; and

WHEREAS, the overall cost shall not exceed \$160,000 which amount is covered through the total budgeted amount of the vacant Medical Director position; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020, at a rate of \$150 an hour, for 20 hours a week.

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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT QUALITY IMPROVEMENT FUNDING AWARD FROM HRSA

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept a quality funding award totaling \$77,042 from the U.S. Department of Health Resources and Services Administration (HRSA); and

WHEREAS, these funds are awarded based on quality performance of ICHD's CHCs Uniform Data Systems (UDS) report; and

WHEREAS, this is an increase to the current Quality Improvement HRSA award for February 1, 2019 through January 31, 2020; and

WHEREAS, these funds will be applied toward continued quality improvement and practice transformation for value based care objectives; and

WHEREAS, the Ingham Community Health Center Board of Directors supports acceptance of a quality funding award totaling \$77,042 from HRSA; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize acceptance of a quality funding award totaling \$77,042 from HRSA.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a quality funding award totaling \$77,042 from HRSA for the award period of February 1, 2019 through January 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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville

Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #18-385 WITH OTECH FOR
USIGN/USTART SOFTWARE**

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to amend resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022; and

WHEREAS, the amendment will include the costs for uSign and uStart software as well as additional tablets; and

WHEREAS, the software will streamline the real-time two way connection to NextGen, that will enable patients to electronically pre-register and sign in for appointments; and

WHEREAS, the additional costs shall not exceed \$225,100 for a three year period.

- Year 1: \$90,700 (initial fee + monthly fees)
- Year 2: \$67,200 (monthly fees)
- Year 3: \$67,200 (monthly fees)

Initial Fee	Price	QTY	Discount	Total
Server/System Configuration (OTech Cloud Based Server)	\$10,000.00	1	0%	\$10,000.00
10" uSign Tablets (Includes docking stations)	\$1,000.00	15	10%	\$13,500.00
			Total	\$23,500.00

uStart/uSign Month Fee	Price	# of Locations	Total
uSign Web Per Location Activated	\$300.00	8	\$28,800
uStart Per Location Activated	\$400.00	8	\$38,400
		Total (per year)	\$67,200
		Overall FY20:	\$90,700

; and

WHEREAS, through Resolution #18-446, ICHD accepted an award of funding from the U.S. Department of Health Resources and Services Administration (HRSA) to improve the quality of mental health and Substance Use Disorder services (SUD); and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022.

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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH UBER HEALTH

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Uber Health effective October 1, 2019 through September 30, 2020; and

WHEREAS, Uber Health provides transportation services to patients and clients medical and health related appointments and services when there are no other alternatives; and

WHEREAS, after a bid for local taxi services yielded no results, Uber Health was identified as an alternative service provider for reliable rides to and from necessary Ingham County Health Center (IHC) and ICHD appointments and referrals; and

WHEREAS, Uber Health utilizes a specifically designed dashboard to ensure healthcare privacy and security standards that meet HIPAA compliance, and their services are available to clients 24 hours a day; and

WHEREAS, Uber Health service cost will vary based on use; and

WHEREAS, the cost will be covered by FY20 budgeted transportation and shall not exceed \$10,300; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020 in an amount not to exceed \$10,300.

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 09/30/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONVERSION OF DEPUTY PROBATE REGISTER III
POSITION TO FULL-TIME**

RESOLUTION # 19 –

WHEREAS, position #148014, Deputy Probate Register III (UAW/E), is classified as a part-time position; and

WHEREAS, the 2020 Controller Recommended Budget included a recommendation to increase this position to full-time effective January 1, 2020; and

WHEREAS, this recommendation has been approved by the Law and Courts Committee on August 29, 2019 and by the Finance Committee on September 11, 2019; and

WHEREAS, the Probate Court has demonstrated an immediate need for this additional staffing in order to meet its statutorily required duties; and

WHEREAS, the Probate Court wishes to request this staffing increase to begin immediately, at a cost of \$5,032 for the remainder of 2019, with funding to come from the 2019 contingency account; and

WHEREAS, the UAW is in support of the request for this staffing increase to begin immediately.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves converting position #148014, Deputy Probate Register III, from part-time to full-time.

BE IT FURTHER RESOLVED, that this change shall be effective the first pay period after the adoption of this Resolution, to be funded from the 2019 contingency account.

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.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/26/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

Introduced by the Law and Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE REORGANIZATION OF
THE 55th DISTRICT COURT**

RESOLUTION # 19 –

WHEREAS, the vacancy of the Court Services Supervisor at the 55th District Court prompted the court to review the operational needs of the court as they relate to the organization structure of the court; and

WHEREAS, in 2013, the court eliminated two chief clerks positions and created the Court Services Supervisor position as the result of the County's request to submit a budget reduction scenario; and

WHEREAS, the Court believes that to meet the operational needs of the Court, the Court is best served by reinstituting the organizational structure that existed prior to 2013; and

WHEREAS, the reorganization eliminates the Court Services Supervisor position and two District Court Clerk positions and recreates the two Chief Clerk positions that were abolished in 2013; and

WHEREAS, the reorganization eliminates one Full-Time Equivalent (FTE) and the Budget Office has calculated a savings of \$37,621; and

WHEREAS, the managerial duties of the Court Services Supervisor position will be assumed by the District Court Administrator and some administrative duties of the District Court Services Supervisor position will be assumed by the Administrative Services Coordinator; and

WHEREAS, the Human Resources Department has reviewed the proposed reorganization, analyzed the responsibilities of the positions involved, approved new job descriptions, and submitted a Memo of Analysis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the reorganization of the 55th District Court.

BE IT FURTHER RESOLVED, that the Court Services Supervisor position (137008) and two District Court Clerk positions are eliminated (position numbers to be determined).

BE IT FURTHER RESOLVED, that two Chief Clerk positions (137006 & 137008) are created as UAW TOPS G positions (\$39,344.00 - \$46,910.11).

BE IT FURTHER RESOLVED, that the District Court Administrator position (137003) be reclassified from MCF 13 (\$78,740.77 - \$94,510.67) to MCF 16 (\$98,934.65 - \$118,750.44).

BE IT FURTHER RESOLVED, that the Administrative Services Coordinator position (137007) be reclassified from UAW H (\$41,625.46 - \$49,653.67) to UAW J (\$46,568.63 - \$55,599.70).

BE IT FURTHER RESOLVED, that the reorganization shall be effective immediately.

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.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/26/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 10/01/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2020 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME SSSPP CASE MANAGEMENT COORDINATOR POSITION AND ENTER INTO SUBCONTRACTS

RESOLUTION # 19 –

WHEREAS, the 30th Circuit Court has submitted a grant request in the amount of \$252,000 from the State Court Administrative Office (SCAO) for the fiscal year of October 1, 2019 through September 30, 2020 to continue the Swift and Sure Sanctions Probation Program (SSSPP) Grant; and

WHEREAS, while the SCAO has not yet notified the Court of the amount of the grant award, it is anticipated that continuation of the program will be supported; and

WHEREAS, the primary goal of the SSSPP is to increase compliance with probation terms by imposing certain, swift and consistent sanctions for probation violations which is consistent with Ingham County's long term objective of providing appropriate sanctions for adult offenders; and

WHEREAS, \$77,333 of the grant award is for the grant funded salary and fringe benefits of a three-quarter time SSSPP Case Management Coordinator position; and

WHEREAS, continuing the SSSPP Case Management Coordinator position initially referenced in Resolution 13-390 will assist the Circuit Court in achieving the goals and objectives stated above; and

WHEREAS, the 2020 SCAO Swift and Sure Sanctions Probation Program Grant provides for grant implementation services and participant treatment and services as follows: representation by a defense attorney; substance abuse evaluations to be provided by Wellness, Inc.; day reporting services to be provided by NorthWest Initiative - ARRO; drug treatment, mental health treatment, anger management, domestic violence counseling services and transitional housing to be provided by Cristo-Rey, CEI-CMH, Freedom Through Counseling, and RISE Recovery Community; drug testing services to be provided by A.D.A.M.; and electronic monitoring services to be provided by Sentinel, (collectively not to exceed \$169,694); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2020 SCAO Swift and Sure Sanctions Probation Program Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that as of October 1, 2019, the Ingham County Board of Commissioners authorizes continuation of the three-quarter time SSSPP Case Management Coordinator position for the Swift and Sure Sanctions Probation Program Grant which begins on October 1, 2019 and ends on September 30, 2020, and, authorizes entering into subcontracts for the same grant with defense attorneys; Wellness, Inx; North West Initiative - ARRO; Cristo-Rey; CEI-CMH; Freedom Through Counseling; RISE Recovery Community; A.D.A.M.; and Sentinel, (collectively not to exceed \$169,694) once the award has been granted.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2019 and 2020 budgets and position allocation lists consistent with this resolution.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/26/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2020 MICHIGAN MENTAL HEALTH COURT PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME MENTAL HEALTH COURT-COURT SERVICES COORDINATOR POSITION AND THE FULL-TIME MENTAL HEALTH COURT-CASE COORDINATION SPECIALIST POSITION, AND ENTER INTO SUBCONTRACTS

RESOLUTION # 19 –

WHEREAS, the 30th Circuit Court has submitted a grant request in the amount of \$388,300 to the State Court Administrative Office (SCAO) for continuation of the Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2019 through September 30, 2020; and

WHEREAS, while the SCAO has not yet notified the Court of the amount of the grant award, it is anticipated that continuation of the program will be supported; and

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

WHEREAS, the grant application requested \$88,452 for the continuation of a three-quarter time Mental Health Court - Court Services Coordinator (MHC Court Services Coordinator) position, ICEA PR005 and \$86,126 for the addition of a full-time Mental Health Court - Case Coordination Specialist (MHC Case Coordination Specialist) position, ICEA PR005; and

WHEREAS, continuation of the positions of the MHC Court Services Coordinator and the MHC Case Coordination Specialist would provide continuity of service and necessary treatment and ancillary services coordination; and

WHEREAS, the 2020 SCAO Michigan Mental Health Court Operational Grant provides for grant implementation services and participant treatment and services as follows: mental health treatment services to be provided by CMHA/CEI (not to exceed \$135,399); and drug testing services to be provided by AD.AM.; electronic monitoring services to be provided by Sentinel and/or Michigan Department of Corrections; representation by a defense attorney; ancillary services to be provided by Northwest Initiative - ARRO; substance abuse assessments to be provided by Wellness, Inx; mental health services to be provided by Prevention and Training Services (PATs), Par Rehab Services, and Professional Psychological Services; and transitional housing to be provided by RISE Recovery Community or Pinnacle (collectively not to exceed \$79,675); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2020 Felony Michigan Mental Health Court Operational Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that as of October 1, 2019, Ingham County Board of Commissioners authorizes continuation of the MHC Court Services Coordinator position and the MHC Case Coordination Specialist position for the Michigan Mental Health Grant Program - Operational Grant which has a grant period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that once the award has been granted, the Ingham County Board of Commissioners approves and authorizes entering into subcontracts for the same grant with mental health treatment services to be provided by CMHA/CEI (not to exceed \$135,399); and drug testing services to be provided by A.D.A.M.; electronic monitoring services to be provided by Sentinel and/or Michigan Department of Corrections; representation by a defense attorney; ancillary services to be provided by Northwest Initiative - ARRO; substance abuse assessments to be provided by Wellness, Inx; mental health services to be provided by Prevention and Training Services (PATS), and Professional Psychological Services; and transitional housing to be provided by RISE Recovery Community or Pinnacle (collectively not to exceed \$79,675).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2019- 2020 budget and position allocation lists consistent with this resolution.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/26/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE NOTICE TO SENTINEL OFFENDER SERVICES, LLC
THAT JUSTICE MILLAGE FUNDS HAVE BEEN ALLOCATED AND ARE AVAILABLE TO
CONTINUE ELECTRONIC MONITORING SERVICES FOR INDIGENT USERS THROUGH
SEPTEMBER 30, 2019**

RESOLUTION # 19 –

WHEREAS, in Resolution #17- 469 the Board of Commissioners authorized entering a contract with Sentinel Offender Services to provide electronic monitoring services for indigent users for an amount not to exceed \$50,000 for an initial period of one (1) year performance period effective January 1, 2018 through December 31, 2018 followed by two, one (1) year automatic renewal periods not to exceed beyond December 31, 2020; and

WHEREAS, this contract provides that upon exhaustion of the budgeted funds during any given year, Sentinel is required to cease performing services for the remainder of the year, unless or until the County notifies Sentinel in writing that additional funding is available to continue services for indigent users; and

WHEREAS, on November 27, 2018 the Board of Commissioners adopted Resolution # 19-267 that included an amount up to \$20,000 to supplement the current general fund allocation of \$50,000 for Electronic Monitoring services for indigent users; and

WHEREAS, the FY 2018-2019 (October 1, 2018 – September 30, 2019) County General Fund allocation of \$50,000 is nearly exhausted; and

WHEREAS, additional electronic monitoring funds are needed to ensure that services continue through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes providing written notice to Sentinel that additional funds in an amount not to exceed \$10,000 are available through September 30, 2019.

BE IT FURTHER RESOLVED, that funds to supplement the FY 2018-2019 General Fund allocation will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 09/26/2019**

FINANCE: Yeas: Grebner, Morgan, Polsdofer, Maiville
Nays: None **Absent:** Tennis, Crenshaw, Schafer **Approved 10/02/2019**