

CHAIRPERSON  
MARC THOMAS

VICE-CHAIRPERSON  
DIANNE HOLMAN

VICE-CHAIRPERSON PRO-TEM  
MIKE SEVERINO

COUNTY SERVICES COMMITTEE  
DEBBIE DE LEON, CHAIR  
DEB NOLAN  
DALE COPEDGE  
TIM SOULE  
MIKE SEVERINO  
STEVE DOUGAN

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, NOVEMBER 20, 2007 AT 7:00 PM, IN THE PERSONNEL CONFERENCE ROOM (D & E), OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [November 6, 2007 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office - Resolution to Transfer all Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County [Land Bank](#) Fast Track Authority.
2. Equalization
  - a. Resolution Approving Entering into a Grant with the Michigan Department of Labor and Economic Growth and [Appoint Douglas A. Stover](#) as County Grant Administrator for the 2008 Remonumentation Project
  - b. Resolution to Contract with [Ronnie M. Lester](#) as County Representative and Wolverine Engineers and Surveyors, Inc. for Services as Monumentation Surveyor for the Ingham County Monumentation and Remonumentation Project In 2008
3. Parks and Recreation Commission - Resolution Establishing Criteria for [Cost Sharing Arrangements](#) for Park and Recreation Facilities with Other Municipalities
4. Health Department - Resolution to Authorize the Continuation of a [Memorandum of Agreement](#) with and a Grant from the Corporation for National and Community Services
5. Health Department/MSU Extension - Resolution to Establish a [Tobacco Addiction Specialist](#) Position at the Ingham County Health Department
6. MIS Department - Resolution to Authorize Entering into an Agreement with [Granger Recycling](#) Center for Disposal of Surplus Computer Equipment
7. Purchasing Department - Resolution Authorizing an Adjustment to the [2008 Capital Improvement](#) Budget for the Ingham County Fairgrounds
8. Board of Commissioners - Resolution Amending [Resolution 05-296](#) Authorizing Adjustments to Commissioners' Compensation

9. County Services Committee - Resolution Honoring [Judy Conley](#)

Announcements  
Public Comment  
Adjournment

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

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org).

## COUNTY SERVICES

November 6, 2007

### Minutes

Members Present: Debbie DeLeon, Deb Nolan, Dale Copedge, Tim Soule, Mike Severino, Steve Dougan and Board Chairperson Marc Thomas

Members Absent: None

Others Present: Matthew Myers, Tony Lindsey, Bruce Johnston, Rick Terrill, Jim Hudgins, Sally Auer, Art Luna, Don Bishop, Jeff Donahue, Janet Bowen, Anthony Bunnell, Sharon Morgan, Ernest Wallick, Thomas Krug, Jacki Murphy, Aileen Gow, Callie Collins, Akia Burnett, Troy Willard, Jeff Fleming, Tim Currin, Brent Mikko, Kimberley Hughes, Ginger Kenney-Sweet, Becky Bennett, Vince Randall, Rachel Hedin, Cindy Martin, Robert Smith, Kenneth Kesson, Denise Garrison, Stacey Messina, Rod Villareal and others

The meeting was called to order by Chairperson DeLeon at 7:00 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

#### Approval of the October 16, 2007 Minutes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. SOULE, TO APPROVE THE OCTOBER 16 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

#### Additions to the Agenda

- 2b. Resolution Setting a Public Hearing on the Adoption of an Amendment to the County of Ingham Brownfield Redevelopment Authority Brownfield Shaw's on Newton LLC and Ingham County Fast Track Land Bank Authority
- 10. Amended Resolution
- 10b. Resolution Honoring Carol Curtis

Limited Public Comment: None

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. NOLAN, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 2b. Resolution Setting a Public Hearing on the Adoption of an Amendment to the County of Ingham Brownfield Redevelopment Authority Brownfield Shaw's on Newton LLC and Ingham County Fast Track Land Bank Authority
- 3. Treasurer's Office – Resolution to Transfer all Unsold Tax Reverted Properties Rejected By Local Units to the Ingham County Land Bank Fast Track Authority
- 4. Ingham County Parks & Recreation Commission
  - a. Resolution Approving the Development Project Agreement with the Michigan Department of Natural Resources for a Michigan Natural Resources Trust Fund Grant to Develop the Lake Lansing Trail Non-Motorized Pathway in Meridian Township

- c. Resolution Authorizing the 2008 Potter Park Zoo Budget
- 6. Equal Opportunity Committee – Resolution Recommending Modifications to the Equal Opportunity Employment Plan
- 7. Facilities Department
  - a. Resolution Authorizing a Contract with Smith-Graham Roofing, Inc. for Roof Repairs at the Potter Park Zoo
  - b. Resolution Authorizing a Contract with C3 Contracting, Inc. to Prep and Paint Post #1 at the Ingham County Jail
- 10b. Controller’s Office – Resolution Honoring Carol Curtis

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

- 1. Interviews – Equal Opportunity Committee

The Committee interviewed Rishan Butler for a position on the Equal Opportunity Committee.

MOVED BY COMM. COPELAGE, SUPPORTED BY COMM. NOLAN, TO RECOMMEND THE APPOINTMENT OF RISHAN BUTLER TO THE EQUAL OPPORTUNITY COMMITTEE. MOTION CARRIED UNANIMOUSLY.

- 2. Presentation – Matthew Dugener, President & Chief Executive Officer, Lansing Economic Area Partnership, Inc. (LEAP)

Mr. Dugener distributed an informational folder to the Committee for their review. He then reviewed this information. LEAP is a 501(c) 6 non-profit organization. The organization was created as a result of the private sector’s need for a single, well coordinated economic development organization. The RED Team, the Chamber of Commerce’s Capital Choice program and the Prima Civitas Foundation are now aligned under the leadership of LEAP.

Mr. Dugener stated as companies reinvent themselves over the next few years, we should see an improvement in the economic climate. LEAP is focused on retaining and tracking businesses as well as growing our businesses from the ground up.

Chairperson DeLeon asked Mr. Dugener if he has approached other counties about LEAP. Mr. Dugener stated they have approached Clinton County and have also begun discussions with Eaton County.

Comm. Dougan asked about LEAP’s budget. Mr. Dugener stated the budget is about \$1.2 million. Approximately 20% of this amount comes from the governmental sector. The remainder of the budget comes from the private sector. LEAP’s effectiveness will be measured by retained jobs and the economic health of companies as well as other factors.

Comm. Severino expressed his concern regarding the duplication of services. Mr. Dugener addressed Comm. Severino's concern.

Chairperson DeLeon stated this Committee will discuss this matter further to determine if it should take any action on the request to support LEAP, Inc.

4. Ingham County Parks & Recreation Commission

- b. Resolution Recommending a Line Item Transfer for the Public Relations and Marketing Committee of the Potter Park Zoo Board

MOVED BY COMM. COPELGE, SUPPORTED BY COMM. SOULE, TO APPROVE THE RESOLUTION RECOMMENDING A LINE ITEM TRANSFER FOR THE PUBLIC RELATIONS AND MARKETING COMMITTEE OF THE POTTER PARK ZOO BOARD.

Comm. Dougan requested clarification that the funds will not be used for an advertising agency. Mr. Brady stated a member of the Potter Park Zoo Board is an advertising and marketing executive. The funds will not be used for an advertising agency.

Ms. Messina, Potter Park Zoo Board, explained that the Zoo Board feels strongly that it should report to the community on what the County has done since it assumed the operation of the Zoo. A four-page broad sheet will be in the Lansing State Journal's December 30, 2007 newspaper. The sheet will contain the Zoo Board's report to the community. The Zoo Board will also place similar ads at the Lansing and Meridian Malls. This report will consume a large portion of the Zoo Board's advertising budget. Ms. Messina stated the Zoo Board is requesting a \$17,000 transfer to the advertising line item. This is a not to exceed amount.

Comm. Dougan asked how the Zoo Board will measure the effectiveness of the advertising. Ms. Messina stated the ads will place the Zoo in the residents' minds so that when the weather is favorable, they will visit the Zoo. It is the Zoo Board's responsibility to inform the residents of where their tax money is going.

Comm. Copedge stated he likes the advertising idea; however, he expressed his concern that the ad will be so late in the year. Ms. Messina explained the State Journal is booked until that date. She also stated there will be a holiday weekend at that time and the Zoo will host additional events through the winter months.

Comm. Soule asked if the report will be placed in other community publications. Ms. Messina stated the State Journal is the only publication for this report. Other publications will be used to advertise future Zoo events.

Comm. Copedge asked why the Zoo Board will not provide a small summary for the smaller community papers. Ms. Messina explained that more funding is needed to place the information in additional publications. She further stated the information will be included in community papers for people who do not subscribe to the Lansing State Journal. The goal is to ensure that every County resident receives a copy of the report.

Comm. Severino asked if the Zoo Board considered placing the information the web site. Ms. Messina stated the Zoo Board did look at other media sources. Radio ads will be placed for some events; however, the report to the community will contain a lot of information. The report will be best served through a print medium.

(Board Chairperson Thomas arrived at 7:30 p.m.)

Comm. Nolan stated she was happy that the Zoo Board will inform the public of Zoo issues and events. She asked if this is a one-time advertising request. Mr. Brady stated this is a one-time request. The Zoo Board increased the advertising line item in the 2008 budget.

Comm. Severino asked if the Parks Department is also running ads for the Potter Park Zoo. Mr. Brady stated he will look into this matter and report his findings to this Committee via email tomorrow.

MOTION CARRIED UNANIMOUSLY.

5. Discussion

- a. Housing Commission – Possible Expansion of Housing Commission Services to Assist Potterville

Mr. Johnston stated the expansion will allow the Housing Commission to bring more Section 8 housing opportunities to the residents. He further stated he believes the expansion will help the Commission to serve as many residents as possible.

Chairperson DeLeon stated this Committee truly appreciates the efforts of Mr. Johnston and the Housing Commission.

Mr. Johnston stated he will enter into a one year contract with Potterville for Housing Commission services.

- b. County Unions will be Present to Discuss Health Insurance

Mr. Krug, FOP Union Representative, provided an overview of the union's position on this issue. He further stated he is a member of the Health Coalition. The Coalition determined years ago that a benchmark would be established and the benchmark would be adjusted each year. This plan has worked well over the past 12 years; however, Ingham County employees will have to pay more for health insurance than employees in other Michigan Counties.

Mr. Krug explained an alternate premium sharing plan is being proposed. The alternate plan will still require employees to pay a significant premium share. Mr. Krug reviewed the alternate plan information. The plan is still well above the benchmark. The FOP does not believe the Coalition is doing enough to keep the employees costs down.

Mr. Krug stated the employees need help with this matter. The FOP will leave the Coalition if changes are not made to improve the current situation.

Ms. Auer, UAW, stated she represented 402 employees who are the lowest paid County employees. Her members will have to pay a 40% increase in premiums for the PHP low plan. Blue Cross/Blue Shield plan is a 60% increase over the 2007 rate. Ms. Auer stated the employees are pleading for this Committee's help with this matter.

Mr. Krug stated Ingham County Jail inmates have better health care than many of the County employees.

Ms. Hedin, ICEA Local 44, stated all of the Local ICEA units need help from this Committee.

Mr. Smith, Benefits and Insurance Administrator, stated insurance inflation has been about 74% in the general markets over the last four years. The inflation rate has been down in Ingham County due to several factors. Mr. Smith then explained Eaton County's benchmark policy.

Mr. Smith stated a majority of the County retirees use Blue Cross/Blue Shield insurance. This is why the County has kept Blue Cross/Blue Shield as a healthcare insurance option. He then stated Ms. Morton will be invited to the January 2008 Coalition meeting to help everyone understand the County's budget schedule.

Ms. Jackson, Health Department Nurse and MNA Union Steward, voiced her Union's concerns about the increase in the health insurance rates. She further stated many of the nurses are single parents. Ms. Jackson stated she will have to pay more than \$250 per month for healthcare insurance for her family. She stated she would deeply appreciate this Committee's help with this concern.

Comm. Nolan stated she has been a long time (30 years) supporter of unions. She then stated she will only receive 45% of her earnings when she retires. She then asked about County employees who will receive 80% of their earnings when they retire. Ms. Auer stated employees pay for the upgrades to their retirement plans.

Ms. Auer stated the Coalition has always made its recommendations to the Board in November. This year, the recommendation was too late. The Coalition was not notified of any schedule change.

Comm. Severino asked for the options the employees have in regard to healthcare plans. He would also like information regarding the premiums for the plans and what percentage the employees are required to pay for the specific plans. Mr. Smith stated he could supply that information to the Committee tomorrow.

Board Chairperson Thomas stated the timing issue should be resolved. The healthcare options and costs should be planned several months in advance of the budget process. Mr. Smith stated the County is lucky to receive the healthcare rates in October from the health carriers. This year, the County was lucky to receive the information in the second or third week of September. The carriers could supply the rates earlier, but those rates would be subject to change. Mr. Smith further explained that reducing the healthcare carriers to one would save the employees some money. MERS has a great plan.

Comm. Nolan asked the union representatives what they want from this Committee. Ms. Auer stated the unions want this Committee to raise the benchmark to take some of the financial pressure off of the employees. Ms. Auer also stated the unions and their membership have not voted on the Coalition's recommendation.

Mr. Krug stated Mr. Smith has done a wonderful job on behalf of the employees. This is the first year that all of the unions are concerned about the healthcare premiums. Employees who make \$30,000 per year pay the same rate as employees who make \$150,000 per year. Mr. Krug asked if something can be done to reduce the cost for employees in 2008.

Comm. Dougan asked about the Alternate benchmark plan. Mr. Myers stated the Alternate plan would cost about \$432,000 in General Fund dollars.

Comm. Dougan stated the Committee should not overlook the option of entering into a closed session to discuss the labor negotiations.

Comm. Soule asked how the unions feel about having fewer health carrier options. He also asked how the County got to the point of having the current number of carriers. Mr. Myers stated the number of carriers is a result of the Coalition's efforts to keep costs down for the employees. Ms. Auer stated certain labor contracts require specific options. Comm. Soule stated the County loses its buying power when it has a number of carriers.

Comm. Nolan stated the Committee should request a resolution which expresses our desire to see all County entities move into one health care carrier that might offer one to three plan options. Chairperson DeLeon stated that may help in the future but it will not address the current situation.

Comm. Soule stated this is a real problem for County employees who only make \$30,000 per year and have to pay \$250 per month for health care insurance. He asked if a graduated premium share plan with a cap has been considered. Mr. Myers stated some employees would like a graduated plan; however, others would not.

Mr. Myers stated the Coalition recommended the medical waiver change in 2006. The Coalition also recommended the savings from this change be used to help offset the costs of the health care plans. We could see how the savings would affect the benchmark.

Board Chairperson Thomas stated he believed there was a broad agreement among the Coalition a few years ago to consider a discounted premium rate for the lowest paid County employees. Ms. Auer stated there is not enough time to consider this plan for 2008. She further stated she is willing to consider other options for future years.

Comm. Severino asked if the Coalition has discussed health care savings accounts. Mr. Smith stated that option has been researched. The savings accounts would entail a one to two year education process and the employees are already confused between the health, dental and prescription plans.

Mr. Krug asked if the Committee could meet the employees half way to resolve the current problem. Chairperson DeLeon asked if the unions would like to see half the increase with caps. Mr. Krug stated he didn't think a plan with caps could be developed for 2008.

**MOVED BY COMM. NOLAN, SUPPORTED BY COMM. SOULE, TO DIRECT THE CONTROLLER TO WORK WITH THE UNION REPRESENTATIVES AND MR. SMITH TO COME UP WITH A MUTUALLY SATISFACTORY PLAN FOR THIS COMMITTEE'S NEXT MEETING.**

Comm. Dougan stated he would like to see strong measures taken to reduce the health care costs for the employees. Some measures may include improving physical fitness and smoking cessation.

Mr. Myers stated the appropriate parties will meet this Thursday at 8:00 a.m. at the Courthouse to discuss the health insurance issue.

**MOTION CARRIED UNANIMOUSLY.**



7. Facilities Department
  - c. Information – Electrical Service Project for the Hilliard Building

The Information was received and placed on file.

8. Human Resources Department
  - a. Resolution to Add AXA Financial to the County's 457 Deferred Compensation Plans

Comm. Nolan stated she is very interested in seeing what happens with our investment options. Mr. Myers stated the subcommittee met with four different vendors and also had the privilege of having an outside company review the vendors' plans. Each vendor suggested the County have no more than two vendors. Too many vendor options will get lost among the employees.

Mr. Myers stated the two vendors were recommended because they each have local offices and will assign two people to meet with employees on a weekly basis.

Comm. Dougan suggested a Friendly Amendment to the Resolution to include an effective date of January 1, 2008. The Committee accepted this Friendly Amendment.

MOVED BY COMM. SOULE, SUPPORTED BY COMM. COPEDEGE, TO APPROVE THE RESOLUTION TO ADD AXA FINANCIAL TO THE COUNTY'S 457 DEFERRED COMPENSATION PLANS. MOTION CARRIED UNANIMOUSLY.

- b. Resolution to Add MetLife to the County's 457 Deferred Compensation Plans

MOVED BY COMM. SOULE, SUPPORTED BY COMM. COPEDEGE, TO APPROVE THE RESOLUTION TO ADD METLIFE TO THE COUNTY'S 457 DEFERRED COMPENSATION PLANS. MOTION CARRIED UNANIMOUSLY.

- c. Resolution Authorizing Preparation of Letters of Agreement with Bargaining Units to Accept the Recommendation of the Ingham Health Coalition for Employee Benefits in 2008

Mr. Donahue, ICEA, stated he believes the unions are supportive of the Coalition's concept. The concerns involve the benchmark.

MOVED BY COMM. COPEDEGE, SUPPORTED BY COMM. NOLAN, TO TABLE THE RESOLUTION. MOTION CARRIED UNANIMOUSLY.

9. Board of Commissioners – Resolution Authorizing 2008 Agreements for the Board of Commissioners Cultural Event Fund

MOVED BY COMM. COPEDEGE, SUPPORTED BY COMM. SOULE, TO APPROVE THE RESOLUTION AUTHORIZING 2008 AGREEMENTS FOR THE BOARD OF COMMISSIONERS CULTURAL EVENT FUND.

Comm. Severino asked why these funds were not a part of the Community Agency process. Chairperson DeLeon stated the funds are not for community agencies. The funds would support cultural outreach

agencies in their efforts to promote County programs and employment opportunities.

Comm. Severino stated he would not support this Resolution.

MOTION CARRIED with Comms. Severino and Dougan voting NO.

10. Controller's Office – Resolution Authorizing 2008 Agreements for Community Agencies

Comm. De Leon stated the Board of Commissioners established the following guidelines for the 2008 Community Agency process:

BE IT FURTHER RESOLVED, that in the Community Agency application process, priority consideration is to be given to proposals which enhance county services in Meeting Basic Needs avoiding duplication in services wherever possible to maximize County resources.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. COPEDEGE, TO APPROVE \$14,000 FOR THE INGHAM CONSERVATION DISTRICT, \$7,000 FOR URBAN OPTIONS AND THE REMAINING \$7,000 WILL BE MOVED TO THE CONTINGENCY FUND FOR HEALTH CARE COSTS. ALL COMMUNITY AGENCIES WILL BE PUT ON NOTICE THAT THEY MAY NOT RECEIVE COMMUNITY AGENCY FUNDING IN 2009.

Board Chairperson Thomas stated the Human Services Committee spent several hours last night on the Community Agency process. That Committee has completed its process and would not like to revisit this matter.

Mr. Kesson and Ms. McPhee spoke on behalf of the Ingham Conservation District.

Mr. Kesson stated the Ingham Conservation District (District) provides very valuable services to the County residents. He distributed information to the Committee which outlined the District's services.

Chairperson DeLeon shared her personal concept of meeting basic needs. These needs include food and housing. She further stated this Committee has advised the District over the past few years to work with the Drain Office. Mr. Kesson stated the Drain Office is a governmental entity and the District is a community agency.

Board Chairperson Thomas stated the District has been advised that funding from the County would decrease each year. Board Chairperson Thomas stated he spoke with the Drain Commissioner about the District. During that discussion, the Drain Commissioner indicated he would be happy to speak with the District. Board Chairperson Thomas further stated the District was advised that continued funding would be contingent on those discussions.

Mr. Kesson stated the Drain Commissioner duties are not in line with the District's responsibilities. It would not be possible for the District to be housed in the Drain Office.

Comm. Copedge stated there is a federal body which conducts soil conservation duties. He then asked how many people are housed in the District's office. Mr. Kesson stated the District employs five individuals. He also stated the District has coordinated with the State office on a few projects. Mr. Kesson addressed additional questions from Comm. Copedge.

Comm. Copedge stated many of the District's services are also provided by the MSU conservation office and the State government. He then asked Mr. Kesson to identify the District's services which differ from the other entities. Mr. Kesson stated the District is available to residents on a local and personal basis. It has a personal connection with the land owners.

Mr. Kesson stated he could provide outcome measurements to this Committee in a few days. He then stated he thinks it's absurd that the County wants to reduce the District's funding.

Comm. Severino stated several differences between the District and the Drain Office. Comm. Severino suggested the Committee reduce the Drain Office's funding level and allocate it to the District if the two agencies are to be joined.

Mr. Kesson stated it would not work for the District to be funded through the Drain Office. Chairperson DeLeon stated she was sorry that Mr. Kesson feels it would be futile to have discussions with the Drain Office. This Committee has advised the District for several years that it's funding would be reduced. The Board has to cut a large portion of its 2008 budget. Chairperson DeLeon further stated the District needs to realize the Board's position and its priorities. The District does not meet the priorities.

Comms. Dougan and Soule stated they would support a 25% cut in the District's 2008 funding.

Comm. Nolan amended her motion to allocate \$21,000 to the Ingham Conservation District.

Ms. McPhee stated she is not sure the Drain Office would fund the District. Board Chairperson Thomas stated this Committee is suggesting the District discuss common goals with the Drain Office. Chairperson DeLeon stated this Committee will communicate to the Drain Office that we would like this discussion to take place.

Comm. Copedge stated this Committee requested some type of measurement from the District last year. If the District could demonstrate that it is protecting the County's drains that would show its effectiveness.

MOTION CARRIED with Comm. Severino voting NO.

#### Urban Options

Ms. Gow thanked the Committee for its continued support of Urban Options over the years. She stated Urban Options' budget has grown by 70% over the past three years. Urban Options truly appreciates the support of the County. The \$7,000 allocation will allow Urban Options to leverage additional funding to meet the needs of low income residents. Ms. Gow then spoke briefly about upcoming events.

(Comm. Dougan left the meeting at 10:05 p.m.)

#### Announcements

Mr. Lindsey stated the Board will consider an amended EOC plan at its next meeting.

Comm. Copedge stated he has heard concerns that positions are being filled while the postings are still effective. He requested a review of this issue. Chairperson DeLeon stated the EOC will be directed to look into this matter. Any recommendations will be forwarded to this Committee.

Public Comment: None

The meeting adjourned at 10:08 p.m.

Respectfully submitted,

Debra Neff

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution to Transfer all Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

**Submitted by:** Eric Treasurer, Ingham County Treasurer

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS\_X\_\_, Finance \_\_\_\_

**Summary of Proposed Action:** (See the attached letter of explanation.)  
This resolution will allow for the transfer of all unsold tax reverted properties rejected by their local taxing authority to the Ingham County Land Bank Fast Tract Authority.

**Financial Implications:** The Ingham County Land Bank Fast Track Authority will have the financial responsibility of efficiently and effectively dealing with the unsold tax reverted properties.

**Other Implications:** None.

**Staff Recommendation:** MM\_X JN \_\_\_\_ TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_  
Staff recommends approval of the resolution.

# Memorandum

## ERIC SCHERTZING Ingham County Treasurer

**Robert Damon, CPA**  
Chief Deputy

**Joseph G. Bonsall**  
Tax Forfeiture/Foreclosure Coordinator

**P.O. Box 215**  
**Mason, MI 48854-215**  
**(517) 676-7220**  
**Eschertzing@ingham.org**

October 31, 2007

TO: County Services Committee

FROM: Eric Schertzing

RE: Recommendation to Transfer All Local-Unit Rejected Tax Reverted Properties to the Ingham County Land Bank

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This is a recommendation to authorize the transfer of all unsold tax reverted properties rejected by their local taxing authority (local unit) to the Ingham County Land Bank Fast Track Authority.

Tax reverted property not previously sold by the Ingham County Treasurer, acting as the Foreclosing Governmental Unit, shall be transferred to its local unit, except those parcels of property to which that local unit has specifically objected pursuant to PA 123 of 1999; MCL 211.78m(6). Upon rejection by the local unit, tax reverted parcels become the property of Ingham County.

The Ingham County Treasurer, with the approval of the Board of Commissioners and working in consultation with state and local governments, created the Ingham County Land Bank Fast Track Authority in 2005 to help combat the problems tax reverted parcels can present to local governments and communities.

Local units are encouraged to object to the transfer because the expense of maintaining such parcels can be prohibitive and because the Land Bank was created to deal with tax reverted properties in the most effective manner.

Pursuant to the mission of the Land Bank and to aid in the disposition of such properties, I recommend the Board adopt the attached resolution and authorize the transfer of all unsold tax reverted properties rejected by their local unit to the Ingham County Land Bank Fast Track Authority.

**Agenda Item 1**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO TRANSFER ALL UNSOLD TAX REVERTED PROPERTIES REJECTED  
BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK  
AUTHORITY**

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, (“the Act”) establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78M(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property; and

WHEREAS, local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller to take appropriate action to transfer all rejected property to the Land Bank.

BE IT FURTHER RESOLVED, that this resolution shall be renewed annually.

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

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution Approving Entering into a Grant with the Michigan Department of Labor and Economic Growth and Appoint Douglas A. Stover as County Grant Administrator for the 2008 Remonumentation Project

**AND**

Resolution to Contract with Ronnie M. Lester as County Representative and Wolverine Engineers and Surveyors, Inc. for Services as Monumentation Surveyor for the Ingham County Monumentation and Remonumentation Project In 2008

**Submitted by:** Equalization

**Committees:** LE \_\_\_\_, JD \_\_\_\_, HS \_\_\_\_, CS X, Finance X

**Summary of Proposed Action:** As part of the County's ongoing Remonumentation Project, annual adoption of the two attached resolutions is required. The first resolution approves entering into a grant with the Michigan Department of Labor and Economic Growth for continuation of the project, and reappoints Equalization Director Douglas A. Stover as the County's grant administrator. The second resolution reappoints Ronnie B. Lester, as the County's representative for the project, and authorizes entering into a contract with Wolverine Engineers and Surveyors, Inc. for services as the County's surveyor for the project. All appointments and authorizations would continue in 2008 as they were in 2007. State laws require the resolutions to appoint a grant administrator and a county project representative.

**Financial Implications:** The total amount of grant funding to be received for the project in 2008 is \$120,913. The amount of the contract for services with Wolverine is not to exceed \$94,813. The fees for Mr. Lester's services as the County's project representative shall not exceed \$16,900. Mr. Stover shall not receive additional compensation in his role as grant administrator.

**Other Implications:** It is the recommendation of the Ingham County Remonumentation Project Committee in concurrence with the Equalization and Purchasing Department to award this contract to Wolverine Engineers & Surveyors, Inc., who submitted the most responsive and responsible proposal.

**Staff Recommendation:** MM X JN \_\_ TL \_\_ TM \_\_ JC \_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.



**Agenda Item 2a**

To: County Services and Finance Committees

From: Douglas A. Stover, Director  
Ingham County Equalization Department

Date: November 14, 2007

Subject: 2008 Remonumentation Grant

Attached are two resolutions. The first authorizes entering into the 2008 Survey and Remonumentation Grant with the Michigan Department of Labor and Economic Growth and appointing the County Grant Administrator. The appropriation amount for the grant for 2008 will be \$120,913.

The second resolution appoints the County Representative and County Surveyor.

Thank you and please contact me if you have any questions.

# COUNTY OF INGHAM

## Purchasing Department

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121 East Maple Street  
Mason, Michigan 48854  
Telephone: 517-676-7307  
Fax: 517-676-7230  
[jvalentine@ingham.org](mailto:jvalentine@ingham.org)

### Recommendation to Enter Into Contract with Wolverine Engineers & Surveyors, Inc.

Project: Monumentation Surveyor for 2008

Proposal Summary:

Vendors Contacted: 26                      Local: 11

Vendors Responding: 8                      Local: 4

Vendors notified by US Mail, advertisement in Lansing State Journal, and The Chronicle and posted on the Ingham County Purchasing website.

The following firms submitted proposals:

<u>Firm</u>	<u>Requested Local Preference</u>
Bumstead Land Surveys	
C2AE	
Enger Surveying & Engineering Company	Yes
Fitzgerald Henne	
Fred White Engineering Company	Yes
Ledy Survey Group, Inc.	Yes
Spicer Group, Inc	
Wolverine Engineers & Surveyors, Inc.	Yes

Recommendation: It is the recommendation of the Remonumentation Committee in concurrence with the Purchasing Department to award a contract to Wolverine Engineers & Surveyors, Inc. for the Monumentation Surveyor for 2008.

Janeil Valentine  
Purchasing Department  
517-676-7307

**Agenda Item 2a**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING ENTERING INTO A GRANT WITH THE MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC GROWTH AND APPOINT DOUGLAS A.  
STOVER AS COUNTY GRANT ADMINISTRATOR FOR THE 2008  
REMONUMENTATION PROJECT**

WHEREAS, a grant application was submitted to the Office of Land Survey and Remonumentation of the Michigan Department of Labor and Economic Growth, for the sole purpose of receiving funds to implement Ingham County's Monumentation and Remonumentation Plan; and

WHEREAS, as requested, the Ingham County Remonumentation Committee did consult with and take into account the preferences and needs of local units of government, the Ingham County Road Commission, local surveyors, and area real estate developers in choosing areas in which to work; and

WHEREAS, the Office of Land Survey and Remonumentation of the Michigan Department of Labor and Economic Growth will review Ingham County's 2008 Survey and Remonumentation Grant Application in the amount of \$120,913, and will be forwarding the 2008 Grant Agreement/Contract for execution; and

WHEREAS, as required by Act 345, P.A. 1990, a condition of receiving annual grant funds to implement the County Monumentation and Remonumentation Plan is that the County appoint a County Grant Administrator.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a grant with the Michigan Department of Labor and Economic Growth for the purpose of receiving \$120,913 in grant funds for the Ingham County Monumentation and Remonumentation Project in the year 2008.

BE IT FURTHER RESOLVED, upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners appoints Douglas A. Stover, Equalization Director, for the related services of County Grant Administrator as required by Act 345, P.A. 1990.

BE IT FURTHER RESOLVED, that the County Chairperson, County Clerk, and County Grant Administrator have the authority to sign said grant contract documents once the County Attorney has approved said contract.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONTRACT WITH RONNIE M. LESTER AS COUNTY REPRESENTATIVE AND WOLVERINE ENGINEERS AND SURVEYORS, INC. FOR SERVICES AS MONUMENTATION SURVEYOR FOR THE INGHAM COUNTY MONUMENTATION AND REMONUMENTATION PROJECT IN 2008**

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

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

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

WHEREAS, Ronnie M. Lester, D.B.A. Polaris Surveying Company, was selected in 1992 to be the Ingham County Representative and has since been an integral part of the implementation of the Ingham County Monumentation and Remonumentation Plan; and

WHEREAS, the Ingham County Remonumentation Committee has gone through a Request for Proposal process to select a qualified surveying company(ies) to conduct the actual research and monumentation field work necessary to accomplish the objectives of the grant agreement; and

WHEREAS, Wolverine Engineers and Surveyors, Inc. submitted a proposal to perform all of the monumentation services for 2008; and

WHEREAS, it is the recommendation of the Purchasing Department, with the concurrence of the Remonumentation Committee, that it is in the County's best interest to authorize a contract with Wolverine Engineers and Surveyors, Inc. for services as monumentation surveyor for 2008.

THEREFORE BE IT RESOLVED, upon the respectful recommendation of the Ingham County Remonumentation Committee, that the Ingham County Board of Commissioners contract with Ronnie M. Lester, D.B.A. Polaris Surveying Company, upon approval of the 2008 Grant Application by the State Monumentation and Remonumentation Commission, for the related services of County Representative as required by Act 345, P.A. 1990. Said contract to be funded by Survey and Remonumentation grant funds authorized under Act 345, P.A. 1990, for the period of one year, January 1, 2008 through December 31, 2008, at a cost not to exceed \$16,900.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract for the services of County Remonumentation Project Surveyor as required by Act 345, P.A., 1990, with Wolverine Engineers and Surveyors, Inc., said contract to be funded by Survey and Remonumentation grant funds for a period of one year, January 1, 2008 through December 31, 2008, in an amount not to exceed \$94,813.

BE IT FURTHER RESOLVED, that the County Chairperson and County Clerk have authority to sign said contracts and the County Attorney be directed to prepare the necessary contracts.

**Agenda Item 3**

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution Establishing Criteria for Cost Sharing Arrangements for Park and Recreation Facilities with Other Municipalities

**Submitted by:** Parks and Recreation Commission

**Committees:** LE\_\_\_, JD\_\_\_, HS\_\_\_, CS\_\_X\_\_, Finance \_\_X\_\_

**Summary of Proposed Action:** This Resolution establishes criteria to be used in consideration of cost sharing arrangements related to park and recreation facilities with other municipalities. When other municipalities request financial assistance from Ingham County to assist in a project related to parks and recreation, the criteria in this resolution will assist the Board in determining the appropriateness of the request.

**Financial Implications:** Through the establishment of the criteria in this resolution, the Board will have the ability to commit funds to assist with projects that mutually benefit Ingham County.

**Other Implications:**

None.

**Staff Recommendation:** MM\_\_X\_\_ JN\_\_\_ TL\_\_\_ TM\_\_\_ JC\_\_\_

Staff recommends approval of the resolution.

### Agenda Item 3

Introduced by the County Services and Finance Committees of the:

#### INGHAM COUNTY BOARD OF COMMISSIONERS

#### RESOLUTION ESTABLISHING CRITERIA FOR COST SHARING ARRANGEMENTS FOR PARK & RECREATION FACILITIES WITH OTHER MUNICIPALITIES

WHEREAS, in an effort to foster inter-agency cooperation, the Ingham County Board of Commissioners has identified a need to establish criteria for cost sharing arrangements with other municipalities for park and recreation facilities; and

WHEREAS, in response to a request from the Ingham County Board of Commissioners, the Parks and Recreation Commission adopted a resolution recommending a set of criteria for cost sharing arrangements.

THEREFORE BE IT RESOLVED, that the following criteria for cost sharing arrangements with other municipalities be established and used as guidelines when considering future requests for funding:

1. Consideration should be given to parcels or facilities that are contiguous to, or close enough to an existing County facility to be considered an extension of a County park.
2. Non-motorized pathways, river ways, greenways and other linear facilities should be given special consideration. Since these “*linear parks*” generally cross multiple jurisdictional boundaries, cost sharing and cooperative maintenance and operating agreements seem to be the best way to plan, fund, and develop them.

Consideration should be given to projects, such as pathways or corridors that link existing parks, neighborhoods, and schools. Such projects foster walkable communities and therefore decrease reliance on automobiles.

3. Special consideration should be afforded to a request for a municipality which has a history of contributing to County Parks projects. For instance, Lansing and Ingham County have an extensive history of engaging in not only joint projects, but in contributing to each other’s projects on a regular basis. Consideration should be given to municipalities who have an interest in partnering with Ingham County on future projects. There should be a clear mutual interest in such projects and a willingness on the part of potential partners to share in the cost.
4. Consideration should be given to a project if it is regional in nature; a unique feature or recreational opportunity; and expected to draw visitors from most of the County.

**Agenda Item 4**

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution to Establish a Tobacco Addiction Specialist Position at the Ingham County Health Department

**Submitted by:** Health Department

**Committees:** LE\_\_\_, JD\_\_\_, HS\_ X\_, CS\_ X\_, Finance\_ X\_

**Summary of Proposed Action:** (See the attached letter of explanation.)

This resolution will establish a full-time permanent position for a Tobacco Addiction Specialist at the Health Department effective October 1, 2007. The person in this position will be responsible to provide individual and group cessation counseling, assist with tobacco intervention training for staff and providers, assist with developing a comprehensive tobacco control program, will manage data related to tobacco control activities, assist with grant writing, and other related duties.

Human Resources has reviewed the Job Analysis Questionnaire and has evaluated the position as a County Professional 5. The Ingham County Employees Association Professional Union agrees with Human Resources' assessment of the position. A job description for the position has been developed.

**Financial Implications:**

Based on the demand for cessation support, the Health Department believes the Tobacco Addiction Specialist position can be funded by billing for the services provided, and no General Fund dollars will be needed to completely fund this position. This position is included in the 2008 budget.

**Other Implications:**

Establishment of the Tobacco Addiction Specialist position will advance the Board of Commissioners' identified priority of *Assuring Accessible Health Care*. The Board has identified *maintaining and wherever possible expanding* access to health care for the uninsured and under-insured through the Ingham Health Plan and other health plan initiatives and programs as a priority.

**Staff Recommendation:** MM\_\_\_ JN\_\_\_ TL\_\_\_ TM\_\_\_ JC\_ X\_

Staff recommends approval of the resolution.



## MEMORANDUM

To: Human Services Committee  
County Services Committee  
Finance Committee

From: Dean Sienko, M.D., Health Officer

Date: November 14, 2007

Subject: Establishing a Tobacco Addiction Specialist Position

Attached is a resolution to establish a full-time permanent position for a Tobacco Addiction Specialist at the Health Department. The person in this position will be responsible to provide individual and group cessation counseling, assist with tobacco intervention training for staff and providers, assist with developing a comprehensive tobacco control program, will manage data related to tobacco control activities, assist with grant writing, and other related duties.

Tobacco continues to be a leading cause of preventable illness and death. According to Michigan Department of Community Health (MDCH), in 2005, there were a total of 1,922 deaths in Ingham County; 232 or 12.1% of those deaths can be linked directly to tobacco use. The Centers for Disease Control (CDC) labels tobacco dependence as a chronic disease and recommends treatment for it be an integral element of health care delivery. According to the CDC's *Best Practices for Comprehensive Tobacco Control Programs*, "smoking cessation is more cost-effective than other commonly provided clinical preventive services, including mammography, colon cancer screening, PAP tests, treatment of mild to moderate hypertension, and treatment of high cholesterol." Further, according to the U.S. Department of Health and Human Services, for every \$1 spent on preventing tobacco use and supporting cessation, \$3.62 is saved in direct health care costs.

In the experience of staff, people seeking services to stop smoking from the Health Department are older, poor individuals on Medicaid or IHP, individuals suffering disability (like emphysema) because of their smoking, and pregnant women who want to quit or who live with smokers. While achieving cessation is important for all smokers, it is especially so for pregnant and parenting smokers because of the risks that smoking poses to their pregnancies and children. The Health Department has ready access to large numbers of pregnant and parenting women who are likely to be smokers because of the population it serves. The Department is uniquely positioned to assist individuals seeking care and services to stop smoking.

The Tobacco Addiction Specialist position will enable provision of coordinated cessation interventions that are consistent and effective to large numbers of community members who smoke and seek services at the Health Department. For the past six months, on a trial basis, we have implemented a vigorous program of cessation intervention with clients in the WIC Program as well as patients in the Cedar Community Health Center's Women's Health and Adult Health

operations and Sparrow Community Health Center. Referrals have increased to the point where there is now a waiting list for appointments.

Based on the demand for cessation support, we believe the Tobacco Addiction Specialist position can be funded by billing for the services provided. With the creation of a full-time, permanent position, up to 56 encounters per week could potentially be scheduled. Based on our experience in the six-month trial program (factoring in no-shows and cancellations), we expect to be able to bill for at least 40 encounters each week. Based on conservative revenue projections, no money from General Fund dollars will be needed to completely fund this position.

Establishment of the Tobacco Addiction Specialist position will advance the Board of Commissioners' identified priority of *Assuring Accessible Health Care*. The Board has identified *maintaining and wherever possible expanding* access to health care for the uninsured and under-insured through the Ingham Health Plan and other health plan initiatives and programs as a priority.

Human Resources has reviewed the Job Analysis Questionnaire and has evaluated the position as a County Professional 5. The Ingham County Employees Association Professional Union agrees with Human Resources' assessment of the position. A job description for the position has been developed.

It is our intention to increase smoking cessation services for underserved residents of Ingham County—those we know smoke at higher rates than the general population—and prevent unnecessary illness and premature death. The Tobacco Addiction Specialist position will advance this work.

I recommend that the Board adopt the attached resolution and authorize the establishment of the Tobacco Addiction Specialist position.

Attachment

c: Renee Canady w/attachment  
John Jacobs w/attachment  
Charlene Corrigan, ICEA, w/attachment

**Agenda Item 4**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ESTABLISH A TOBACCO ADDICTION SPECIALIST POSITION AT  
THE INGHAM COUNTY HEALTH DEPARTMENT**

WHEREAS, tobacco use is a leading cause of preventable illness and death; and

WHEREAS, the Centers for Disease Control labels tobacco dependence as a chronic disease and recommends treatment for it be an integral element of health care delivery; and

WHEREAS, the Health Department is uniquely positioned to assist low income residents (including many pregnant women who smoke) seeking care and services to stop smoking; and

WHEREAS, creation of a permanent Tobacco Addiction Specialist position within the Health Department will both improve customer service and increase the quality of life for Ingham County residents who avail themselves of the service; and

WHEREAS, the Tobacco Addiction Specialist position can be funded by billing for the services provided; and

WHEREAS, the Health Officer has advised that no additional funds are required to implement the proposed position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes a new Tobacco Addiction Specialist position at the ICEA PRO 5 level within the Health Department.

BE IT FURTHER RESOLVED, that these actions are effective October 1, 2007.

**Agenda Item 5**

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution to Authorize the Continuation of a Memorandum of Agreement with and a Grant from the Corporation for National and Community Services

**Submitted by:** Health Department/MSU Extension

**Committees:** LE \_\_\_\_, JD \_\_\_\_, HS X, CS X, Finance X

**Summary of Proposed Action:** (See the attached letter of explanation.)

This resolution will authorize the continuation of an agreement with the Corporation for National and Community Service to operate an AmeriCorps\*VISTA project in Ingham County for the period December 9, 2007 through September 30, 2008; with the Health Department acting as fiduciary on behalf of the Power of We Consortium.

**Financial Implications:**

The Corporation for National and Community Service (CNCS) will provide \$25,000 for a VISTA Coordinator, providing supervision, training and oversight to the VISTA volunteers and to their host agency supervisors. This position is housed within MSU Extension.

**Other Implications:** None.

**Staff Recommendation:** MM \_\_ JN \_\_ TL \_\_ TM \_\_ JC X  
Staff recommends approval of the resolution.

## MEMORANDUM

To: Human Services Committee  
County Services Committee  
Finance Committee

From: Randy Bell, Director, Ingham County MSU Extension  
Dean Sienko, M.D., Health Officer

Date: November 14, 2007

Subject: Continuation of AmeriCorps\*VISTA Project

This is a recommendation to authorize the continuation of an agreement with the Corporation for National and Community Service to operate an AmeriCorps\*VISTA project in Ingham County.

Ingham County has enjoyed a rich tradition of hosting VISTA members who work to alleviate poverty while personally acquiring valuable leadership experience. In early 2006, the Ingham County Health Department, on behalf of the Power of We Consortium, applied to become a sponsor of a pool of 13 VISTA members in order to extend capacity-building support to community and faith-based organizations in Ingham County.

AmeriCorps\*VISTA is a federal program operating under the Corporation for National and Community Service (CNCS), with management in Michigan at the State CNCS office in Detroit. The existing Memorandum of Agreement offered by CNCS and approved by the Board of Commissioners is for the period December 10, 2006 through December 8, 2007, with the intent that it be annually renewed for an additional three years.

A VISTA Coordinator provides supervision, training and oversight to the VISTA volunteers and to their host agency supervisors. This position is housed within MSU Extension. In 2007, the CNCS awarded Ingham County an \$18,250 grant toward support of the position. These were matched with County funds, via the MSU Extension budget, to support a full time position. For 2008, the CNCS will provide \$25,000 toward this position.

Our pool of VISTA members will continue to support projects that target low-income populations and will provide greatly needed capacity-building at a low cost for our community- and faith-based organizations. The list of those agencies is attached.

We recommend that the Board of Commissioners adopt the attached resolution to continue the Memorandum of Agreement with the Corporation for National and Community Service to continue the VISTA project and to accept the grant that helps support the VISTA Coordinator position.

Attachment: Resolution and List of Agencies

## **AmeriCorps\*VISTA Project**

Community- and faith-based organizations who are approved (as of 10/1/07) to receive a VISTA member are:

Baker Donora Focus Center\*

Catholic Diocese of Lansing/New Life Program

Child & Family Services, Capital Area\*

Christian Services/LOVE INC

Franklin Street Housing Corporation\*

Greater Lansing Homeless Resolution Network\*

NorthWest Initiative (for the North Neighborhood Center)\*

NorthWest Initiative

Reach Studio Art Center

Refugee Development Center

St. Vincent Catholic Charities/Refugee Services

South Lansing Community Development Association

South Side Community Coalition

\*Awaiting placement

**Agenda Item 5**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE CONTINUATION OF A MEMORANDUM OF AGREEMENT WITH AND A GRANT FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES**

WHEREAS, the Ingham County Board of Commissioners has identified a priority to support the neighborhood network centers and uses the budgets of the Health Department and Ingham County MSU Extension as the principal vehicles of support; and

WHEREAS, Resolution #06-333 authorized a Memorandum of Agreement with the Corporation for National and Community Services (CNCS) for the purpose of providing Ingham County with up to thirteen (13) America Corps\*VISTA members to perform volunteer service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems; and

WHEREAS, Resolution #06-333 authorized that the Memorandum of Agreement for the period December 10, 2006 through December 8, 2007; and

WHEREAS, the Health Officer and the Ingham County MSU Extension Director have recommended that the Board of Commissioners authorize the continuation of the Memorandum of Agreement with the CNCS and accept a \$25,000 grant.

THEREFORE BE IT RESOLVED, that a continuation of the Memorandum of Agreement be authorized for the period December 9, 2007 through September 30, 2008, with the Health Department acting as fiduciary on behalf of the Power of We Consortium.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a grant from the CNCS of \$25,000 for the period October 1, 2007 through September 30, 2008, for the purpose of supporting a coordinator of VISTA volunteers assigned to Ingham County sites.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$25,000 from the Health Fund to the 2007 Budget of Ingham County MSU Extension to cover the employment costs of the VISTA Project Coordinator/Community Development Facilitator.

BE IT FURTHER RESOLVED, that the Controller is authorized to amend the 2008 Health Department and Ingham County MSU Extension Budgets to implement this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the Memorandum of Agreement and any documents associated with the grant after review by the County Attorney.

**Agenda Item 6**

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution to Authorize Entering into an Agreement with Granger Recycling Center for Disposal of Surplus Computer Equipment

**Submitted by:** MIS Department

**Committees:** LE\_\_\_, JD\_\_\_, HS\_\_\_, CS\_\_X\_\_, Finance \_\_X\_\_

**Summary of Proposed Action:** (See the attached summary of explanation.)

This resolution will authorize a contract with Granger Recycling for the disposal of surplus computer equipment. Granger is a local vendor. Granger will pick up at our location. Our previous vendor was from Detroit and also charged mileage.

**Financial Implications:** This resolution will save the County approximately \$2.00 per unit or \$500.00 per year.

**Other Implications:** None.

**Staff Recommendation:** MM\_\_X\_\_ JN\_\_\_ TL\_\_\_ TM\_\_\_ JC\_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.



# Memo

To: Thomas Shewchuk, MIS Director  
From: George Vernon  
CC: file  
Date: November 14, 2007  
Re: Recycling of Surplus Computer Equipment

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Since our contract with Great Lakes Recycling has expired, I researched possible local vendors as you requested. Three local vendors are able to handle the two hundred to three hundred surplus computers that we need to dispose of each year. The three are Cleanlite Recycling of Mason, Granger Recycling, Inc. of Lansing and NICON of DeWitt. After reviewing the cost and recycle procedures of each vendor, I recommend that we contract with Granger Recycling, Inc. They are a local organization, they will pick up at our locations and the cost is five dollars per unit (CPU, Monitor or Printer). In addition, they also will recycle other electronic equipment and UPS batteries.

Company	Contact	Pick-up Information Area Served Minimum Amount Type of Company	Comments
<b>County: GOGEBIC</b>			
SAM'S SALVAGE, INC. OLD US-2 & DAVIS RD PO BOX 325 IRONWOOD MI 49938	SAM MISUARCO, PRES. 906/932-4340 Fax: 906/932-5011	- - -	-
<b>County: GRATIOT</b>			
ALMA IRON & METAL CO., INC. 115 N. STATE ST PO BOX 729 ALMA MI 48801-072	DAVID SIMON, PRESIDENT 989/463-2131 Fax: 989/463-2135	100 MILE RADIUS - PROCESSOR	INTERESTED IN TELEPHONE EQUIPMENT, CIRCUIT BOARDS, AND COMPUTERS.
MEDLER ELECTRIC COMPANY 1313 MICHIGAN AVE. ALMA MI 48801- www.medlerelectric.com	BILL MICHAEL, BRANCH MGR. 989/463-1108 Fax: 989/463-6397	LOWER MICHIGAN NEGOTIABLE COLLECTOR, BROKER	PROVIDE PICKUP SERVICE FOR BATTERIES AND COMPUTER EQUIPMENT.
<b>County: INGHAM</b>			
CLEANLITES RECYCLING, INC. 665 HULL RD MASON MI 48854 www.cleanlites.com	MIKE KIMMEL, GENERAL MANAGER, VP TRANSPORTATION 517/676-0044 cleanlites@cleanlites.com Fax: 517/676-4449	NATIONAL NEGOTIABLE PROCESSOR, BROKER	CLEANLITES RECYCLING CAN HANDLE ALL TYPES OF BATTERIES, CRT'S AND COMPUTER/ELECTRONIC EQUIPMENT. MERCURY CONTAINING ARTICLES ALONG WITH LIGHTING BALLASTS AND FIXTURES.
FRIEDLAND INDUSTRIES, INC. 405 E. MAPLE PO BOX 14180 LANSING MI 48901	JOHN LANCOUR 517/482-3000 Fax: 517/482-5956	MICHIGAN NEGOTIABLE -	-
GRANGER RECYCLING CENTER 16936 WOOD RD LANSING MI 48906	PHIL MIKUS, GENERAL MANAGER 517/371-9761 pmikus@grangernet.com Fax: 517/372-9220	GREATER LANSING AREA 10 UNITS PROCESSOR, BROKER	COMPANY WILL PICK UP THE FOLLOWING FOR RECYCLING: COMPUTERS, MONITORS, INTACT CRTs, DESK TOP COMPUTERS, LAPTOP COMPUTERS, MAIN FRAMES, PRINTERS, KEYBOARDS, MODEMS AND MISCELLANEOUS COMPUTER RELATED EQUIPMENT.
<del>INTERSTATE BATTERY SYSTEM OF GREAT LAKES 2585 EATON RAPID RD LANSING MI 48911</del>	<del>TOM 517/394-1700 Fax: 517/394-9114</del>	<del>8 COUNTY AREA - SEE COMMENTS NEGOTIABLE COLLECTOR</del>	<del>WASHTENAW, JACKSON, IONIA, EATON, CLINTON, INGHAM, LIVINGSTON, AND SHIAWASSEE THROUGH DEALERS, CALL FOR LOCAL DEALERS (800) 272-6548.</del>
<del>SAFETY-KLEEN SYSTEMS, INC. 700 ZIMMERMAN RD MASON MI 48854</del>	<del>GUY DINNINGER, FACILITY MGR. 517/676-6221 gdinninger@safety-kleen.com Fax:</del>	<del>SEE COMMENTS NEGOTIABLE COLLECTOR, PROCESSOR, BROKER, HAULER</del>	<del>PICKUP SVS IN BRANCH, CALHOUN, CLINTON, EATON, HILLSDALE, INGHAM, IONIA, JACKSON, LENAWEE, LIVINGSTON, SHIAWASSEE, WASHTENAW</del>

6/13/2007 Inclusion on this list does not constitute endorsement or recommendation by the MDEQ Environmental Science and Services Division.

Customer Service  
 Phone 517.676.0044  
 Fax 517.676.4449



# Cleanlites Recycling Inc

USA A Division of USA Lamp and Ballast Recycling Inc

- Recycling Kits
- Recycling Services
- Lamp Recycling
- Battery Recycling
- Ballast Recycling
- Order Form
- About Us

## Recycling Services

### Mercury Containing Articles

- Fluorescent, HID Lamps
- Incandescent Lamps
- Neon Lamps
- Mirrored Spot Lamps
- UV Lamps
- Ignitron Tubes
- Thermometers
- Mercury Switches

### Batteries

- Alkaline
- Nickel Cadmium, Nickel Hydride
- Zinc Carbon
- Zinc Carbonaire
- Lead Acid / Lead Acid Steel Case
- Mercury
- Silver Oxides (Button Cells)
- Lithium / Lithium Ion

### Ballast & Capacitors

- PCB
- Non-PCB
- Capacitors
- Lamp Fixture Disassembly

### Computer/Electronic Equipment

- Monitors / CRTs
- Keyboards
- CPUs / Hard Drives
- Printers, Fax Machines, Photocopiers
- Televisions
- Cash Registers and Systems
- Miscellaneous Electronic Equipment

### Transportation

- DOT Regulations
- Licensed Hazardous Waste Transporter

### Technical Support

- Environmental Assistance
- On-Site Technical Assistance
- TSCA Regulations
- EPA Regulations
- Containerization and Labeling

### Toner Cartridges

- Laser Toner Cartridges
- Fax Laser Toner Cartridges
- Ink Jet Cartridges
- Copier Toner Cartridges

665 Hull Road, PO Box 212, Mason, MI 48854  
517.676.0044 phone / 517.676.4449 fax  
cleanlites@cleanlites.com email

September 19, 2007  
Quote #: 07-7012

Matt Moubray  
Ingham County Hillard Building  
121 E Maple  
Mason, MI 48854

Re: Recycling of Universal Waste such as Lamps, Batteries, Computer / Electronic Equipment,  
Lighting Fixtures and Ballasts, Mercury Containing Articles and Laser, Ink Jet or Copier  
Toner Cartridges

Dear Matt:

**CLEANLITES RECYCLING** is pleased to present the following pricing and information on the recycling of Universal Waste such as Lamps, Batteries, Computer / Electronic Equipment, Lighting Fixtures and Ballasts, Mercury Containing Articles and Laser, Ink Jet or Copier Toner Cartridges.

**CLEANLITES RECYCLING will:**

- Pickup, transport and recycle the lamps, batteries, computer/electronic equipment, lighting fixtures and ballasts, mercury containing articles and laser, ink jet or copier toner cartridges according to EPA, State and local regulations.
- Provide, prepare and process all paperwork as required by the EPA, State agencies and DOT for the transportation and recycling of lamps, batteries, computer/electronic equipment, lighting fixtures and ballasts, mercury containing articles and laser, ink jet or copier toner cartridges.
- Supply a ***Certificate of Recycling*** upon completion of the recycling process.

**Customer's Responsibilities:**

- Supply to **CLEANLITES** generator's federal EPA ID number (if required).
- Remove items to be recycled from service, fill and properly label container(s).
- **DO NOT** tape material together.
- **MATERIAL MUST BE SHRINK-WRAPPED AND PALLETIZED.**
- Keep items for recycling protected from the weather until transport vehicle arrives to ship items to the recycling facility.
- Provide means to get containers onto the transport vehicle.
- Provide Material Profile upon request.
- Complete and return enclosed Recycling Order form.

**NOTE:** Your company can use the original boxes for lamps or **CLEANLITES** can assist you in securing lamp containers along with containers for lighting ballasts, batteries, computer / electronic equipment and mercury containing devices. **ALL ITEMS MUST BE PROTECTED FROM THE WEATHER WHILE IN STORAGE AND MUST BE PROPERLY CONTAINERIZED AND LABELED FOR TRANSPORT. ANY ITEMS NOT CONTAINERIZED AND LABELED PROPERLY AND READY FOR TRANSPORT WILL NOT BE TRANSPORTED UNLESS PREVIOUS ARRANGEMENTS HAVE BEEN MADE WITH CLEANLITES.**

These rates may expire 30 days from the date above, if this proposal is not accepted by then. This quote supersedes any previous and existing quotes. These prices and this quote, if accepted, are effective for one year from the acceptance date, with a one-year extension, if agreed to by both parties. This pricing is good for projects located in the Continental United States. Pricing for projects located outside the Continental United States will be quoted upon request.

<b>LAMP TYPE:</b>	<b>PRICE:</b> (\$20.00 minimum charge)
4 Foot Fluorescent and under straight lamps.....	\$ 0.19 each
5 Foot Fluorescent and over straight lamps.....	\$ 0.36 each
Compact Fluorescent .....	\$ 0.30 each
Shielded Fluorescent, all lengths.....	\$ 1.98 each
U Shape & Circular Fluorescent .....	\$ 0.32 each
HID Lamps .....	\$ 0.98 each
Low Pressure Sodium Lamps.....	\$ 2.65 each
Incandescent Bulbs .....	\$ 0.26 each
Mirrored Spot Lamps.....	\$ 0.36 each
Broken/Crushed fluorescent lamps (Packaged in Sealed Container) .....	\$ 0.94 per lb.
Broken/Crushed HID lamps (Packaged in Sealed Container) .....	\$ 1.20 per lb.
2" Grooved fluorescents, all lengths .....	\$ 0.68 each
4' and 8' w/ ballast module attached.....	\$ 1.55 each
Floods and Plastic Encased Spots .....	\$ 1.25 each
Neon Lamps .....	\$ 2.99 per lb.
UV Lamps .....	\$ 1.65 each

\*\*\*Lamps taped together will be charged an additional fee of \$0.25 per lamp.  
 The lamps listed above represent the most common lamps in the marketplace.  
 If you have lamps that are not on the above list, please call a CLEANLITES Representative for pricing.

<b>BATTERIES</b>	<b>PRICE:</b> (\$25.00 minimum charge)
<b>DRY CELL TYPE BATTERIES</b>	
Nickel Cadmium .....	\$ 0.75 per lb.
Nickel Metal Hydride .....	\$ 0.75 per lb.
Nickel Zinc.....	\$ 0.75 per lb.
Absolyte Cells .....	\$ 0.75 per lb.
Alkaline: Zero Mercury Added .....	\$ 0.75 per lb.
Alkaline: containing mercury.....	\$ 4.50 per lb.
Zinc-Carbon .....	\$ 0.75 per lb.
Zinc-Air.....	\$ 4.50 per lb.
Lead-Acid Cylinder Type .....	\$ 0.35 per lb.
Lead-Acid Gel Type.....	\$ 0.35 per lb.
Lead-Acid Steel Case.....	\$ 0.35 per lb.
Mercury .....	\$ 4.50 per lb.
Button Cells: Silver, Mercury, Zinc Air .....	\$ 4.50 per lb.
Lithium .....	\$ 4.50 per lb.
Lithium Ion.....	\$ 0.75 per lb.
<b>WET CELL TYPE BATTERIES</b>	
Nickel Cadmium .....	\$ 0.75 per lb.
Nickel Iron .....	\$ 0.75 per lb.
Absolyte Cells .....	\$ 0.75 per lb.
Carbon Air .....	\$ 0.75 per lb.
Carbon Air with Mercury .....	\$ 4.50 per lb.
Lead Acid Automotive Type.....	\$ 0.20 per lb.
Lead Acid Steel Case.....	\$ 0.25 per lb.
Magnesium.....	<i>Waste Profile required</i>
Mercury .....	\$ 4.50 per lb.

\*\*\*Price includes weight of container.

The batteries listed above represent the most common batteries in the marketplace. If you have batteries that are not on the above list, please call a CLEANLITES Representative for pricing.

**BALLAST / CAPACITORS / ETC**

**PRICE:** (\$25.00 minimum charge)

Ballast Recycling (capacitor material incinerated, metals recycled) .....	\$ 0.38 per lb.
Capacitor Recycling .....	\$ 1.65 per lb.
Transformers .....	Quoted upon Request
Analyticals .....	Based on Project

\*\*\*Price includes weight of container.

**Note:** Leaking Ballast must be wrapped in double polybags and containerized separately from non-Leaking Ballasts. If leaking Ballasts are found in containers of Non-Leaking Ballasts, the whole container will be contaminated and a fee of \$1.65 per lb. will be charged for the incineration of the contaminated ballasts.

**LAMP FIXTURES**

**PRICE:** (\$25.00 minimum charge)

4ft – 2 bulb Lamp Fixtures .....	\$ 7.00 per fixture
4ft – 4 bulb Lamp Fixtures .....	\$ 8.00 per fixture
8ft – 2 bulb Lamp Fixtures .....	\$ 14.00 per fixture
8ft – 4 bulb Lamp Fixtures .....	\$ 15.00 per fixture
HID Fixtures .....	\$ 12.75 per fixture

Disassembly of light fixtures, separation & containerization of the lamps, ballast & scrap metal for recycling.

\*\*Fixtures must be neatly palletized or containerized and protected from the weather.

**MERCURY CONTAINING DEVICES**

**PRICE:** (\$25.00 minimum charge)

Thermometers, manometers, switches, ignitrons etc. ....	\$ 3.50 per lb.
Thermometers, manometers, switches, ignitrons etc. ....	\$1325.00 per 55-gallon drum

\*\*\*Price includes weight of container.

**COMPUTER and ELECTRONIC EQUIPMENT**

**PRICE:** (\$25.00 minimum charge)

PC Monitors .....	\$ 8.00 per unit
Keyboards .....	\$ 1.50 per unit
Hard Drives .....	\$ 6.50 per unit
Printers, Fax Machines, Copiers .....	\$ 0.39 per lb.***
Televisions and Other Monitors .....	\$ 0.35 per lb.***
Other Electronic Equipment** .....	\$ 0.39 per lb.***

\*\*\*Price includes weight of container.

\*\*CLEANLITES reserves the right to require MSDS Sheets or Material Profiles before acceptance of Electronic Equipment containing oils, gases or liquids. Additional charges may apply for computer / electronic equipment containing mercury switches or relays, batteries, capacitors or other universal waste.

**CARTRIDGE COLLECTION**

**PRICE:**

Laser Toner Cartridges .....	\$25.00 sort fee per pallet
Facsimiles Laser Toner Cartridges .....	\$25.00 sort fee per pallet
Ink Jet Cartridges .....	\$10.00 sort fee per container
Copier Toner Cartridges .....	\$25.00 sort fee per pallet

We accept all HP, Canon, IBM/Lexmark virgin toner cartridges for laser printer and fax machines. We accept Xerox, Brother, Pitney Bowes, Panasonic, and Sharp virgin toner cartridges. We also accept all ink jet cartridges.

We do not accept Lexmark's HP Compatible Products, copier toner bottles or other toner type containers.

TONER CARTRIDGES MUST BE BOXED AND PALLETIZED;  
INK JETS MUST BE SHIPPED BOXED, IN POLYPAILS, OR 55 GALLON DRUMS.

**CONTAINERS**

**PRICE:** (Does not include delivery charge)

4ft cardboard box .....	\$ 2.00 per box for use of the box
8ft cardboard box .....	\$ 3.50 per box for use of the box
2.5 gallon poly-pail .....	\$ 5.00 per pail for use of the pail
5 gallon poly-pail .....	\$ 8.00 per pail for use of the pail
55 gallon drum for ballasts or batteries .....	No Charge for use of drum*

\*55-gallon Drums must be returned to CLEANLITES, failure to return drum will result in a \$25.00 fee per drum.

\*\*\*Container prices subject to change without notice. Container pricing is based on market conditions.

**NATIONWIDE TRANSPORTATION and MISCELLANEOUS FEES**

**Ingham County Hillard Building is responsible for all transportation costs incurred.**

**Cleanlites** Scheduled Pickup.....\$58.50 per stop – Lansing, MI

**Cleanlites** Scheduled Pickup.....No Charge – Mason, MI

**Ingham County Hillard Building** Delivery to **CLEANLITES** Monday – Friday, 7:30am – 4:30pm

\*Please note transportation charges are based on quantities and location of the pickup.

**CLEANLITES reserves the right to designate transporter and which CLEANLITES facility will accept the materials for recycling.**

**Pickup or Delivery must be scheduled with a CLEANLITES representative.**

**Please call 888-676-0044 to schedule.**

Truck Demurrage Charge.....\$ 49.50 per hour, after 1st hour

Labor Performed on job site.....\$ 37.50 per hour, per technician

Hazardous Waste Manifest Administrative Fee.....\$125.00 per manifest

\*\*\*Transportation prices subject to change without notice. Transportation pricing is based on market conditions.

In an effort to insure the safety of our employees, materials must be shipped in a safe and secure manner. If shipments are received in an unsafe or insecure manner, CLEANLITES may charge an additional handling fee.

Invoicing will be based on actual quantities and weights received at the recycling facility. If the items are found to be other than previously represented, such as lamps taped together or lamps not properly containerized for transport, additional charges may be requested. If requested increases are denied, the material will be returned and there will be a handling charge.

Terms of payment are net 30 days USD. Interest on all past due accounts will be charged 2.0% per month. There is a minimum charge of \$30.00 on all invoices and a minimum invoice amount of \$100.00 (including transportation charges) for all pickups done by CLEANLITES.

Matt, we appreciate this opportunity to provide this information and look forward to being of service to Ingham County Hillard Building. If you have any questions, please do not hesitate to call us at 888-676-0044. If the proposal is acceptable, please sign below and return a copy to **CLEANLITES RECYCLING**.

Sincerely,  
**CLEANLITES RECYCLING**  
A Division of USA Lamp and Ballast Recycling, Inc.

Accepted by **Ingham County Hillard Building**:

By: \_\_\_\_\_

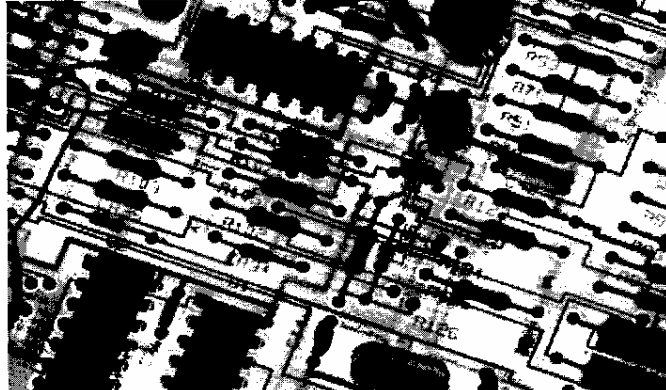
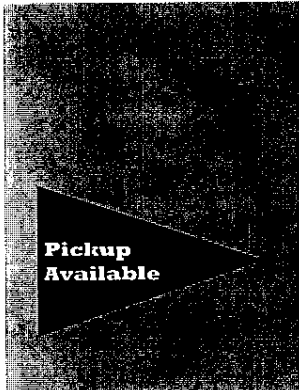
Date: \_\_\_\_\_

PO#: \_\_\_\_\_

Jennifer Dick  
Sales / Logistics



# New Services Available!



## Computer Disposal

Network Integrators & Consultants, Inc.

Are you tired of trying to find a place to dispose of your old equipment? Having trouble finding charities that want old equipment? The computer disposal service offered by Network Integrators & Consultants, Inc. (NICON) can solve all your headaches. For a nominal green fee, NICON will dispose of your equipment in an environmentally friendly way. Many people are unaware that many components of your old equipment, such as monitors, cannot be put in dumpsters or other conventional trash pick-ups. The government actually fines violators for improper disposal of these items. Be environmentally friendly and call a representative today!

<b>Computer</b>	<b>\$ 4.00</b>
<b>Monitor</b>	<b>\$ 5.50</b>
<b>Inkjet Printer</b>	<b>\$ 3.00</b>
<b>Laserjet Printer</b>	<b>\$ 4.50</b>
<b>Miscellaneous Cards, Mice, Keyboards, etc.</b>	<b>\$ 0.30 / item</b>
<b>Hub / Switch / Router</b>	<b>\$ 2.00</b>
<b>Pickup</b>	<b>\$ 15.00</b>

**Volume Discounts  
Available!**

Network Integrators & Consultants, Inc.  
22500 Highway 51, East  
Deerfield, IL 60015

Phone: (617) 669-7200  
Fax: (617) 669-6199  
E-mail: [info@nicon.net](mailto:info@nicon.net)



**George Vernon - Computer Recycling**

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**From:** "Phil Mikus"  
**To:**  
**Date:** 10/1/07 11:48 AM  
**Subject:** Computer Recycling

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Thank you for thinking about Granger when you need computers and related equipment recycled.

Granger offers to provide the collection and recycling services of approximately 75 CPU's and 75 monitors, with miscellaneous keyboards, cables, etc. for the price of \$5.00 per CPU or Monitor. The estimated price for the above mentioned material is \$750.

Because we do not have a contract in place between Ingham County Facilities and Granger.

Here is a summary of the service we provide:

**Material Collected:** Electronic products components accepted for recycling collection include computer monitors, intact CRT's, desktop, laptop and mainframe computers, printers, keyboards, modems, and miscellaneous related equipment. Electronic components are shipped on pallets, in gaylords or in rigid plastic laundry carts. Components are transferred to another transporter. At the other transporters location, the components are shipped to processors.

**Safety Program:** Granger has a written safety program including hazard assessment and hazard communication, among others.

**Compliance:** The collection and transporting of the electronic scrap will be done in compliance with Part 31, Water Resources Protection; Part 55, Air Pollution Control; and Part 201, Environmental Remediation of NREPA; and all applicable USDOT regulations including having the shipment properly packaged, labeled, marked, placarded, and transported with the proper shipping papers (if any required).

Please contact me at your earliest convenience to discuss a date Granger can pick up your equipment.

Regards,

*Phil*

Phil Mikus

Recycling Manager

Granger Recycling Center

6936 Wood Road, Lansing MI 48906

517-371-9761

**Agenda Item 6**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH GRANGER  
RECYCLING CENTER FOR DISPOSAL OF  
SURPLUS COMPUTER EQUIPMENT**

WHEREAS, Ingham County has periodic need to dispose of surplus computer equipment; and

WHEREAS, the Resolution #02-90 authorized the County to donate surplus computer equipment to the Black Child and Family Institute on behalf of Closing the Gap; and

WHEREAS, computer equipment that is broken or outdated is sent to Great Lakes Electronic Recycling; and

WHEREAS, Great Lakes Electronic Recycling charges the County \$0.35 per pound to remove and recycle broken and outdated computer equipment; and

WHEREAS, Granger Recycling Center, a local recycler, is willing to pickup old computer equipment, at a cost of five dollars per item (CPU, Monitor or Printer); and

WHEREAS, this would lower the cost, by about two dollars per unit, of disposing of surplus computer equipment; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize entering into an agreement with Granger Recycling Center, an independent recycler, for disposal of broken and outdated computer equipment.

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

**Agenda Item 7**

**RESOLUTION STAFF REVIEW**

**DATE** November 9, 2007

**Agenda Item Title:** Resolution Authorizing an Adjustment to the 2008 Capital Improvement Budget for the Ingham County Fairgrounds

**Submitted by:** Purchasing Department

**Committees:** LE\_\_\_, JD\_\_\_, HS\_\_\_, CS\_ X\_, Finance \_ X\_

**Summary of Proposed Action:**

This resolution will authorize the purchase of a vacuum trailer for the Ingham County Fairgrounds. The Purchasing Department has reviewed the purchase and concurs.

**Financial Implications:** The cost of the vacuum trailer is \$15,266.97 and the money will be transferred from the Fairgrounds 2008 Capital Improvement Budget.

**Other Implications:** None.

**Staff Recommendation:** MM\_ X\_ JN \_\_\_ TL \_\_\_ TM\_\_\_ JC \_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

**Agenda Item 7**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING AN ADJUSTMENT TO THE  
2008 CAPITAL IMPROVEMENT BUDGET FOR THE  
INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the Ingham County Fairgrounds has \$50,000.00, in its 2008 Capital Improvements Budget for building maintenance; and

WHEREAS, the Fairgrounds is in need of a new self-contained vacuum trailer for the removal of bedding material after horse shows, for fall leaf collection and other lawn maintenance projects; and

WHEREAS, the Ingham County Fair Manager has recommended and the Fair Board approved the purchase of the vacuum trailer for the amount of \$15,266.97; and

WHEREAS, it has been determined that the cooperative agreement of the City of Harrisburg's, PACC Vehicle and Equipment can be accessed for this purchase; and

WHEREAS, the Purchasing Department has reviewed the purchase of the vacuum trailer and concurs with the purchase.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a Xtreme Vac Self-Contained Leaf Collector from the ODB Company for \$15,266.97.

BE IT FURTHER RESOLVED, that the Ingham County Controller is authorized to transfer the funds from the Capital Improvement Building Maintenance to the Capital Improvement Machinery and Equipment.

**RESOLUTION STAFF REVIEW**

**DATE:** November 13, 2007

**Agenda Item Title:** Resolution Amending Resolution 05-296 Authorizing Adjustments to Commissioners' Compensation

**Submitted by:** Becky Bennett, Board Coordinator

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS  X , Finance  X

**Summary of Proposed Action:** Resolution 05-296 authorized a 2.5% wage increase for Commissioners for the years 2007-2010. This resolution decreases the wage increase for 2009 and 2010 from 2.5% to 2%.

**Financial Implications:** Reducing the Commissioners increase in compensation (salary plus per diem) from 2.5% to 2% for the years 2009 and 2010 will result in a cost savings to the County of \$6,120.

	Current Compensation Effective January 1, 2009 (2.5% increase)	Current Compensation Effective January 1 2010 (2.5% increase)	Proposed Compensation Effective January 1, 2009 (2.0% increase)	Proposed Compensation Effective January 1, 2010 (2.0% increase)
Board Chair	\$17,034	\$17,609	\$16,832	\$17,192
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	\$12,394	\$12,823	\$12,271	\$12,567
Other Commissioners	\$11,365	\$11,769	\$11,250	\$11,528

**Other Implications:** None.

**Staff Recommendation:** MM  X  JN \_\_\_\_\_ TL \_\_\_\_\_ TM \_\_\_\_\_ JC \_\_\_\_\_  
 Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AMENDING RESOLUITON 05-296 AUTHORIZING ADJUSTMENTS TO  
COMMISSIONERS' COMPENSATION**

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, Resolution 05-296 set the Board of Commissioners compensation for the period of January 1, 2007 through 2010 with 2.5% increases each year; and

WHEREAS, in light of the difficult budget situation the County will be facing in upcoming years, the Board of Commissioners wishes to reduce their compensation in 2009 and 2010 from a 2.5% increase to a 2% increase.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

	January 1, 2009	January 1, 2010
Board Chair	\$16,832	\$17,192
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	\$12,271	\$12,567
Other Commissioners	\$11,250	\$11,528

BE IT FURTHER RESOLVED, that each Commissioner shall be paid a \$60.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year; provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a Board Meeting.

BE IT FURTHER RESOLVED, that the Board of Commissioners' Chairperson, as an Ex-Officio of all Committees, shall be paid a per diem subject to a maximum of 100 per year.

BE IT FURTHER RESOLVED, that the above stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.

BE IT FURTHER RESOLVED, that the Board Coordinator shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as is now offered or as offered in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 3.56% of salary; provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service; provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.

**TRAVEL POLICY AND PROCEDURES  
FOR INGHAM COUNTY COMMISSIONERS**

1. Each Commissioner may be reimbursed up to \$1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.
2. The cost of registration not exceeding \$1,000 per Commissioner for in-state and out-of state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual \$1,500 travel reimbursement allowance.
3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional \$1,500 annually within the County's fiscal year to cover increased expenses of attending necessary functions associated with the office.
4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.
5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.
6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.
7. A Commissioner shall not be reimbursed more than \$3,000 for travel expenses within the County's fiscal year, excluding registration fees.



**Agenda Item 9**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING JUDY CONLEY**

WHEREAS, Judy Conley is one of the founders of the form of water-based exercise that came to be known as water aerobics; and

WHEREAS, she established Judy's Splash Aerobics and organized the very successful water exercise program that continues today at the Delta-Waverly Community Pool, sponsored by Delta Charter Township and the Waverly School District; and

WHEREAS, Judy has authored two books on water-based exercise and has served as Aquatic Coordinator for the Michigan Chapter of the Arthritis Foundation; and

WHEREAS, she also served as an adjunct instructor at Lansing Community College, and has taught classes for people with disabilities at the Michigan Athletic Club; and

WHEREAS, Judy is a Master Trainer for Water Art Fitness International, she has trained and certified a considerable number of the people who are now teaching water-based fitness in South Central Michigan, her work is internationally recognized; and

WHEREAS, in addition to these professional activities, she made time to be the loving mother of eight children and now enjoys visiting her ten grandchildren; and

WHEREAS, Judy Conley was selected by the Ingham County Women's Commission as an Everyday Heroine in recognition of her numerous contributions to the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Judy Conley for her dedication, commitment and the role she has played in improving the quality of life and well-being of the citizens Ingham County, as well as citizens across the nation and abroad.

BE IT FURTHER RESOLVED, that the Board congratulates Judy Conley for her recognition as an Everyday Heroine by the Ingham County Women's Commission.