

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
DALE COPEEDGE

VICE-CHAIRPERSON PRO-TEM
RANDY SCHAFFER

COUNTY SERVICES COMMITTEE
VICTOR CELENTINO, CHAIR
CAROL KOENIG
DIANNE HOLMAN
DALE COPEEDGE
MARK GREBNER
DONALD VICKERS

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, SEPTEMBER 15, 2009 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [August 31, 2009](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Board of Commissioners/County Clerk - Resolution to Hold [Special Elections](#) for Commissioner Vacancy in District 8
2. Circuit Court – Request to [Waive Hiring Freeze](#) for Vacant Deputy Clerk III (Court of Claims) Position
3. Friend of the Court
 - a. Resolution to [Change the Hours](#) of the Friend of the Court Office
 - b. Request to [Waive Hiring Freeze](#) for Vacant Records Coordinator and Subsequent Vacancy Resulting from Anticipated Internal Promotion
4. Community Mental Health Authority of Clinton-Eaton-Ingham Counties - Resolution Providing Consent to Mortgage by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties of Land at [821 East Jolly Road](#), Lansing, Michigan
5. Ingham County Parks & Recreation Commission
 - a. Resolution Authorizing the Acceptance of a Michigan Natural Resources Trust Fund Grant to Fund the Development of a [Fishing Dock](#) at Burchfield Park
 - b. Resolution to Authorize the Acceptance of a Michigan Natural Resources Trust Fund Grant to Fund the Acquisition of [120 Acres](#) of Natural Area to Expand Lake Lansing Park North
6. Tri-County Regional Planning – Resolution of Support for the Tri-County Regional Urban/Rural Service District/Boundary Committee and the Pursuit of the 2009 Land Information Access Association ([LIAA](#)) Partnerships for Change: Sustainable Communities Grant
7. Health Department
 - a. Resolution to Authorize the Health Department to Exercise an Option to Extend the [Lease of Property](#)

- b. Resolution to Authorize an Amendment to an Agreement with the [Shiawassee Regional Education Services District](#)
8. Facilities Department
 - a. Appraisal Services at [Rayner Park](#)
 - b. Resolution Authorizing a Contract with [Cusack’s Masonry Restoration, Inc.](#) to Provide Tuck Pointing Services at the Grady Porter Building
 - c. Resolution Authorizing the Replacement of the 3-Way Valves at the Ingham County Youth Center to be Performed by [Bel Mechanical](#)
 - d. Resolution Awarding a Contract to [H & C Earthworks and Construction, LLC](#) to Furnish Concrete Services at the Ingham County Courthouse and Sheriff’s Office
 - e. Resolution Authorizing the Installation of Recreational Vehicle Power Pedestals and Area Lighting at the Ingham County Fairgrounds to be Performed by [Superior Electric of Lansing, Inc.](#)
 9. Human Resources Department
 - a. Resolution Approving a Collective Bargaining Agreement with the ICEA Public Health [Nurses Unit](#)
 - b. Resolution Approving a Collective Bargaining Agreement with the ICEA County [Professional Employees](#)
 10. Purchasing Department - Resolution Amending the Ingham County [Living Wage Policy](#) Resolution #03-248
 11. Controller/Administrator’s Office – Information: In-State and Out-of-State [Travel Forms](#)
 12. County Services Committee
 - a. Resolution Honoring [Juanita Mitchell Chapman](#)
 - b. Resolution Honoring [Charles Stringham](#)
 - c. Resolution Designating September 25, 2009 as “[Michigan Indian Day](#)” in Ingham County
 13. Board Referrals - Letter from [Russ Kavalhuna](#) Resigning from the Environmental Affairs Committee and Recommending that the Committee be Dissolved

Announcements **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**
Public Comment **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**
Adjournment **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

COUNTY SERVICES COMMITTEE

August 31, 2009

Minutes

Members Present: Victor Celentino, Dianne Holman, Dale Copedge, Mark Grebner, Donald Vickers and Board Chairperson Debbie DeLeon

Members Absent: Carol Koenig

Others Present: Matthew Myers, Becky Bennett, Teri Morton, Jared Cypher, Tony Lindsey, Mike Bryanton, Curtis Hertel, Jr., David Stoker, Doug Stover, Jim Hudgins, Rick Terrill, Willis Bennett, Mike McDonald, Jill Rhode, Patrick

Lindemann, Beth

McLaughlin, Tom Shewchuk, Sue Pigg, Eric Schertzing, Jon Coleman, Penelope Tsernoglou, Sally Auer, Tamara Swihart and Others

The meeting was called to order by Chairperson Celentino at approximately 6:30 p.m. in Personnel Conference Room D&E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the August 18, 2009 Minutes

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE AUGUST 18, 2009 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

Absent: Koenig

Additions to the Agenda

Received as Communications:

Letter from Curt A. Creamer Re: Rayner Park

Memo from Controller/Administrator Matthew Myers Re: Furlough Days

Limited Public Comment:

None.

Chairperson Celentino asked those department representatives accepting the Controller's Budget Recommendations to stand up and identify themselves.

1. Budget Hearings

- a. Tri-County Regional Planning
- b. Treasurer
- c. Register of Deeds
- d. Purchasing
- f. MIS
- g. Human Resources
- h. Hotel/Motel

- i. Financial Services
- j. Fair
- k. Facilities
- l. Equalization
- m. Economic Development
- n. Drain Commissioner
- o. County Clerk
- p. County Attorney
- q. Controller/Administrator
- s. Advisory Boards
 - 1. Women's Commission
 - 2. Historical Commission
 - 3. Equal Opportunity Committee

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, ACKNOWLEDGING THOSE DEPARTMENTS WHO HAVE ACCEPTED THE CONTROLLER'S BUDGET RECOMMENDATIONS MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

Chairperson Celentino said they would remove the following from the list: Parks Department, Board of Commissioners (BOC) and the Agricultural Preservation Board and they would commence with the Parks Department.

e. Parks

Director Willis Bennett had two points to make and he referenced the memo he had e-mailed to everyone prior to the meeting. First, he mentioned the anticipated furlough days being adopted throughout Ingham County which was expected to generate approximately \$300,000. He wanted to know if, of the money being returned, it would be possible to apply \$16,411 to the Parks budget for the 3-month layoff of the Assistant Manager.

Controller/Administrator Myers said that he had sent out a memo recommending positions that would be restored and the Assistant Manager had not been one of those recommended for restoration as it related to the furlough money. He added that it could be put on the "Z" list or he could change his recommendations.

Second, Mr. Bennett said they would like to find a way to put Rayner Park back in budget. He asked if it could be considered for the "Z" list in order to keep the operation funded.

Chairperson Celentino acknowledged the Controller's recommendation to close Rayner Park, noting the \$44,000 which came out of Parks recommendation. He was told that it had been hoped that the City of Mason would assist but there had been no indication that they would want to assume operation or ownership of Rayner Park.

Chairperson Celentino referred to the letter from Mr. Creamer, President of the Mason United Soccer Association, which indicated the extensive use of Rayner Park fields for their soccer games. Comm. Grebner commented that Rayner Park appeared to be more of a local walk-to park. It was pointed out to the Board that the car-count per year was 150,000 with 2.92 people per vehicle plus a percentage figured for walk-in traffic. Comm. Vickers pointed out there had been an additional attendance reduction with the dropping off of the Friend of the Court's Jail Alternative Sentencing Program.

Comm. Vickers asked if the \$44,000 could be pared down. Mr. Bennett said that in winter parking lot snow maintenance was minimal--usually one loop to clear a few spots. He explained that the summer costs involved mowing of the playground area, pond maintenance, shelter and restrooms maintenance. Comm. Vickers reminded everyone that the Fairgrounds used Rayner Park for overflow parking.

Mr. Bennett said that Rayner Park is approximately 64 acres with the pond consuming 40 to 50 percent of the area and the wooded lot taking up the bigger share. About 13 percent had been developed and was being maintained. Comm. Vickers had talked with someone on the Mason City Council regarding ownership and deeding Rayner Park over to the City of Mason. The Mason City Council had not been interested.

Comm. Grebner reminded those present that it was their property to dispose of and suggested that the Parks Department explore getting Rayner Park appraised. He also pointed out that Rayner Park is only 4 percent of Ingham County's total parkland. He felt that Mason deserved an appropriate park and Rayner Park had historically been important to them. He encouraged a realistic look at Ingham County's options.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO ADD THE \$16,411 ASSISTANT MANAGER POSITION TO THE "Z" LIST. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

Comm. Holman asked if they might open just the front area and ponds and make it more of passive park. Mr. Bennett said the ball fields and soccer fields and picnic shelter could be divided. Comm. Holman asked about a temporary closing of Rayner Park while funding is down. Mr. Bennett said without regular maintenance it would take a full growing season to restore it to its previous status. Mr. McDonald said it could become a large liability issue if they were to effectively close a large piece of popular play equipment. Maintenance and safety issues would have to be addressed. There was discussion. Comm. Holman asked Mr. Bennett for a figure and he said it would require a thorough study before he could respond with accuracy.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. HOLMAN, THAT \$44,000 OR LESS BE ADDED TO THE "Z" LIST TO KEEP RAYNER PARK OPEN.

Comm. Grebner remarked regarding the necessity of dealing with finances this year and felt that Rayner Park was not an appropriate park for Ingham County to operate. He reminded them that

this was a valuable piece of land and they should think about getting their money out of it. He would not support it on the “Z” list.

Comm. Dougan commented that the park was a regional asset serving maybe 15,000 to 20,000 of the population. Comm. Holman felt they should do what they could to keep Rayner Park in repair and asked if there would be interest in some sort of passive maintenance.

Comm. Copedge asked if that cost was for the front end of the park and Mr. Bennett said no it was the entire park for one year. When asked about how many hours were required for maintenance he said he could not throw out a number in that he does not know how many hours it takes to maintain field areas.

Chairperson DeLeon agreed with Comm. Grebner that they should not be dallying on things of this nature. They should get an appraisal and look at their options. She asked “What would the cost be to operate for half a year as opposed to a full year?” Would it take \$44,000 to keep it open for the busy months of May, June, July, and August? If they were to do an appraisal could they cut out the parking needs of the Fairgrounds?

Chairperson Celentino asked what the process would be after obtaining the appraisal. Could they perhaps attach a piece to the Fairgrounds? It was pointed out that the County could divide the land as they needed since there were no restrictions in the deed. Comm. Grebner suggested that if they sold the property, they should earmark the money for Parks capital improvements and not put it in the General Fund.

MOTION CARRIED WITH COMMISSIONERS GREBNER AND COPEEDGE VOTING ‘NO.’
Absent: Comm. Koenig

r. Board of Commissioners

Ms. Bennett pointed out that the Lansing Economic Alliance Partnership (LEAP) had not been included in the budget. Comm. Grebner said that if they were going to spend money on an item it should be in the budget. Board Chairperson DeLeon said they should know towards the end of the year if they would be going in that direction. If they were happy with the work done by LEAP in terms of its regionalizing a number of efforts for them they could continue their membership of \$35,000. She said they do not want to plan to take that out of the Contingency Fund. Chairperson Celentino felt they should wait a year or two and then re-evaluate LEAP. Comm. Copedge said that if they would be putting that in the budget he wanted assurances that it would be automatic.

s. Advisory Boards

4. Agricultural Preservation Board

Comm. Vickers said that the Agricultural Preservation Board would reimburse \$50 per hour for

the services of Mr. Cypher. Dr. Myers recommended that they watch how things progressed with the Agricultural Preservation Board and Mr. Cypher through the remainder of 2009 and then make a decision in the first part of 2010 following a December 2009 evaluation. He pointed out that the Agricultural Preservation Board may outgrow the need for Mr. Cypher's services.

It was asked how much revenue was being included for the services of Mr. Cypher. Dr. Myers replied \$3,000 and following a review, the next year it would be \$3,200. If it would be determined that the Agricultural Preservation Board was doing well without Mr. Cypher, his services would be terminated. Comm. DeLeon felt that having periodic staff attending the APB meetings was necessary. Comm. Vickers recommended acceptance of a December review and Chairperson Celentino confirmed that in three months the situation would be reviewed.

Dr. Myers was asked if Ingham County charged administrative fees to others who were working with a dedicated millage such as 911 and the Potter Park Zoo. There was further discussion regarding the possibility of charging the airport or CATA. Comm. Grebner said they could not do that and explained why. Comm. Vickers asked Dr. Myers if he would check that out with the attorneys.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. COPEDGE, TO ACCEPT THE CONTROLLER'S RECOMMENDED BUDGET FOR BOARD OF COMMISSIONERS, PARKS AND AGRICULTURE PRESERVATION BOARD. .

Comm. Copedge wanted information provided as to what positions had been cut with individuals terminated and what their service time had been. He asked that other staff be identified that would have been considered during the cuts and how those cuts were decided by each department head. This information would be for review by the County Services Committee.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

2. Final Ranking

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. COPEDGE TO RANK THE ASSISTANT PARK MANAGER AS NO. 1 AND RAYNER PARK AS NO. 2. MOTION CARRIED UNANIMOUSLY WITH COMM. VICKERS VOTING "NO." Absent Comm. Koenig

The following were placed on the "Z" list:

1. \$16,411 to restore a Parks Assistant Manager for the entire year.
2. \$44,000 for the operation of Rayner Park.

Dr. Myers relayed that Curtis Hertel, Jr. wanted it noted that his commitment to taking additional funds out his automation funds is a 2-year commitment (2010-2011) to manually repair the

damages done trying to automate the current system. He anticipated by 2012 costs would be significantly reduced.

Dr. Myers had wanted the Board to have the furlough day memo before any of the budgets hearings. Some of the positions would possibly be discussed throughout the budget hearings and if that recommendation would be accepted along with the rest of the Controller's Recommended Budget that would eliminate the necessity of department heads requesting that any of those positions be put on the "Z" list. He had also wanted to be clear that what had been done on the list was to target positions that, if they were not funded, they would be laid off—and they were union positions. They had dedicated the funding toward non-management positions. That information would be a part of the Controller's Recommended Budget. The entire budget would need to be adopted before the information could be released.

Public Comment

Ms. Sally Auer, UAW Chairperson, said she appreciated the fact that they were back to funding people in UAW who would potentially have lost their jobs on January 1, 2010. On behalf of the membership and herself, she thanked them for including them in the Controller's budget.

Announcements

Mr. Bryanton announced that there was a vacancy on the Board of Commissioners due to the resignation of Marc Thomas. He said they wanted to make sure the filing was being done correctly and therefore he would be meeting with Corporation Counsel David Stoker within the next week. They would have 30 days to make an appointment to fill the vacancy and if not filled by then it must be filled through a special election (Section 46.412).

Rather than lose time, Director Brad Wittman of the Bureau of Elections had been contacted and in a memo he recommended that the County Clerk and/or members of the election staff prepare the special election calendar to be presented to the Board of Commissioners. It was determined that Mr. Bryanton would bring the calendar to the next County Services Committee meeting. There was further discussion regarding when to hold the special election. The question arose regarding holding the primary election next August and the general in November. If that were to occur there would be a special election to fill the remainder of Commissioner Thomas' term in addition to the election for the 2011-12 term. If the County were to wait that long to hold a special election someone may file a mandamus action. There was further discussion.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,
Tamara Swihart

Agenda Item 1

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HOLD SPECIAL ELECTIONS FOR COMMISSIONER
VACANCY IN DISTRICT 8**

WHEREAS, a vacancy currently exists on the Ingham County Board of Commissioners in District 8; and

WHEREAS, the County Clerk has advised that special elections to fill the vacancy shall be called by the County Board of Commissioners as provided by MCL 46.412; and

WHEREAS, the County Clerk has suggested dates as stated in the attached schedule.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners shall designate February 23, 2010 as a primary election date and May 4, 2010 as a general election date for the purpose of filling the vacancy in Commissioner District 8.

BE IT FURTHER RESOLVED, that the Board hereby adopts the attached election schedule.

February 23, 2010 Primary Election

December 1, 2009, by 4:00 p.m. Filing Deadline for Candidates (The twelfth Tuesday before the Primary 168.193)

December 4, 2009, by 4:00 p.m. Withdrawal (168.194)

December 15, 2009, Ballot wording of proposals qualified to appear on ballot certified to county and local clerks. (168.646a)

December 15, 2009, proof sent to candidates (168.565)

January 14, 2010, Candidates without political party affiliation file qualifying petitions for the May general election. Withdrawal deadline elapses at 4:00 p.m. on January 19, 2010. (168.590c)

January 14 through February 2, Precinct inspectors appointed for election (168.674)

By January 18, 2010, Notice of close of registration for election published. One notice required (168.498)

January 25, 2010, Last day to register for election (168.498)

By February 3, 2010, Absent voter ballots must be available for issuance to voters. (168.714)

By February 12, 2010, Pre-Election Campaign Statements filed (closed Feb 7)

By February 16, 2010, Notice of election published. One notice required. (168.653a)

By February 18, 2010, Public accuracy test must be conducted. (R 168.778) Notice of test must be published at least 48 hours before test. (168.798)

By 2:00 p.m., February 20, 2010, Electors who wish to receive an absent voter ballot for election by mail submit applications. (168.759)

Up to 4:00 p.m., February 22, 2010, Electors qualified to obtain an absent voter ballot for election may vote in person in clerk's office. (168.761)

February 23, 2010, PRIMARY ELECTION

By March 1, 2010, Boards of County Canvassers meet to canvass election. (168.821)

March 25, 2010, Post-Election Campaign Statements filed (closes March 15)

May 4, 2010, General Election

By 4:00 p.m., February 9, 2010, Local School Board Candidates who wish to seek office at the May 4 election must file an Affidavit of Identity and a nominating petition.

February 12, 2010, Withdrawal (168.194)

By February 23, 2010, Ballot wording of proposals qualified to appear on ballot certified to county and local clerks. (168.646a)

March 25 through April 13, Precinct inspectors appointed for election. (168.674)

By March 29, 2010, Notice of close of registration for election published. One notice required. (168.498)

April 5, 2010, Last day to register for election. (168.498)

By April 14, 2010, Absent voter ballots must be available for issuance to voters. (168.714)

By April 23, 2010, Pre-Election Campaign Statements filed (closes April 18, 2010)

By 4:00 p.m., April 23, 2010, Write-in candidates file Declaration of Intent forms. (168.737a as amended under PA 87 of 2006)

By April 27, 2010, Notice of election published. One notice required. (168.653a)

By April 29, 2010, Public accuracy test must be conducted. (R 168.778) Notice of test must be published at least 48 hours before test. (168.798)

By 2:00 p.m., May 1, 2010, Electors who wish to receive an absent voter ballot for election by mail submit applications. (168.759)

Up to 4:00 p.m., May 4, 2010, Emergency absentee voting for election. (168.759b)

May 4, 2010, GENERAL ELECTION

By May 10, 2010, Boards of County Canvassers meet to canvass election. (168.821)

By June 3, 2010, Post-Election Campaign Statements filed (closes May 24)

MEMORANDUM

TO: COUNTY SERVICES COMMITTEE

FROM: KAY L. TAYLOR, CIRCUIT COURT CLERK'S OFFICE

**RE: REQUEST TO WAIVE HIRING FREEZE FOR VACANT
DEPUTY CLERK III (COURT OF CLAIMS) POSITION**

DATE: AUGUST 28, 2009

Due to the voluntary resignation of the Court of Claims Clerk this position has remained vacant since June 29, 2009. In compliance with the hiring freeze the position will not be posted until the end of the year, 2009.

The position of the Court of Claims Clerk is statutorily mandated pursuant to MCLA 600.6410 and although the clerk performs several functions some of the more important functions performed include preparation and processing of files joined with and transferred to other Circuit courts in the State of Michigan; preparation and processing of orders to the State Court Administrator's Office for assignment of a case to another court; receipt and case initiation of Notices of intention on claims against state agencies; coordination and processing of tax tribunal and other actions; and receipt of warrants from the State and processing to parties including preparation of checks to plaintiffs and attorneys; and other duties as required.

The Circuit Court Clerk's office has consistently complied with Ingham County hiring freeze resolutions; however, the duties of the Court of Claims clerk have been absorbed by other deputy clerks and supervisory staff past the point of saturation. This has lead to the inability of the clerk's office to address and complete court of claims duties as well as the duties of each assigned deputy clerk in a timely manner. This is detrimental to the right of litigants to pursue their legal remedies.

I am respectfully requesting a waiver of the hiring freeze for the vacant position of Court of Claims Clerk and requesting the Circuit Court Clerk's office be authorized to post and fill the position on an expedited basis.

Thank you.

RESOLUTION STAFF REVIEW

DATE: September 2, 2009

Agenda Item Title: Resolution to Change the Hours of the Friend of the Court Office

Submitted by: Friend of the Court

Committees: LE ____, JD X, HS ____, CS X, Finance ____

Summary of Proposed Action:

This Resolution will authorize a change of office hours at the Friend of the Court Office (FOC) from 7:30 a.m. until 5:30 p.m. to 8:00 a.m. until 5:00 p.m. It is anticipated this will better serve the administration of this Office. The Court would do this administratively through an Administrative Order through the State Court Administrative Office (SCAO), post the notice in the Clerk's Office and put notices in legal publications (Briefs). The new hours would be effective January 1, 2010.

Financial Implications: No direct financial implications; however, the Office may be able to reduce the amount of hours the Veterans Memorial Courthouse (VMC) security staff has to cover the doors on Mondays and Fridays.

Other Implications: These new hours fall within the parameters of when the VMC is normally open, they do meet the statutory requirements of being open for non-traditional hours. (12 – 1 pm lunch hour). This does reduce by one hour a day when the service is open to the public; the Court feels historically there is very low volume at the Court during these hours.

Staff Recommendation: MJM____ JN X TL ____ TM ____ JC____

This is a discretionary matter on behalf of the Board of Commissioners – the FOC feels it would be an improvement for the staffing and administration of the Office, although it does reduce, by one hour a day, when the service is open to the public.

Introduced by the Judiciary and County Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CHANGE THE HOURS OF THE
FRIEND OF THE COURT OFFICE**

WHEREAS, the Friend of the Court's Office at the Veterans Memorial Courthouse is currently open from 7:30 a.m. until 5:30 p.m.; and

WHEREAS, the mandate to reduce costs and increase efficiency presents an opportunity to review and evaluate functions of the Friend of the Court Office for better efficiency and cost savings; and

WHEREAS, it would make for better administration of the department to change the office hours; and

WHEREAS, the majority of the Judges support the proposed new hours.

THEREFORE BE IT RESOLVED, that the Friend of the Court's Office will open at 8:00 a.m. and close at 5:00 p.m. effective January 1, 2010.

M E M O R A N D U M

TO: COUNTY SERVICES COMMITTEE

FROM: SHAUNA DUNNINGS, FOC

RE: REQUEST TO WAIVE HIRING FREEZE FOR VACANT RECORDS COORDINATOR AND SUBSEQUENT VACANCY RESULTING FROM ANTICIPATED INTERNAL PROMOTION

DATE: AUGUST 21, 2009

Due to the retirement of Melody Crandall (effective June 30, 2009), Friend of the Court has a vacant Court Records Coordinator position. Some of the duties of the Court Records Coordinator include but are not limited to reviewing orders prior to distribution to determine if any special handling is required, distributing orders to records clerks for entry, monitoring new and amended orders as they are processed in the records department, opening, reviewing and distributing mail, and entering balance adjustments prompted by a change in the order or credits identified by the records department.

Although FOC intended to leave this position open until the expiration of the 2009 hiring freeze (which we have done for other vacant positions, with the exception of that of Administrative Assistant), the list of "2010 Controller Recommended Position Reductions" includes six FOC position reductions, which will entail the layoff of four employees.

Although we are not sure that the work experience of the employees subject to lay off would make them a good "fit" for the highly technical/specialized position of Court Records Coordinator, there are internal employees that meet the qualifications of the Court Records Clerk that are likely candidates for internal promotion. Additionally, it is very likely that one of the employees subject to lay off will be eligible for promotion into the subsequent vacancy potentially created if an internal candidate is promoted to Court Records Coordinator. As a result, FOC may be able to avert the layoff of an employee and the resultant disruption to operations caused by their "bumping" less senior personnel in the Circuit Court.

Because all positions in question are eligible for 66% reimbursement under the Cooperative Reimbursement Program, we estimate the net general fund cost of making the aforementioned internal promotions, and leaving vacant a position of lower classification already subject to elimination, is only \$424. Taking into account these recommended changes, we estimate 2009 FOC general fund "attrition" savings will be \$66,574; through 8/14/09 an additional \$4,192 in general fund savings has been realized through voluntary employee participation in the "Leave Without Pay" provision of BOC Resolution 09-081.

I am requesting approval to fill the Court Records Coordinator position, and since I may have employees within the department that may apply for this position, in the event it is filled internally, I am also requesting authorization to fill the position left vacant as a result of the promotion of a current employee.

I will be happy to answer any questions you may have at the County Services Committee meeting on Tuesday, September 15, 2009.

Agenda Item 4

RESOLUTION STAFF REVIEW

DATE September 4, 2009

Agenda Item Title: Resolution Providing Consent to Mortgage by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties of Land at 821 East Jolly Road, Lansing, Michigan

Submitted by: Community Mental Health Authority of Clinton-Eaton-Ingham Counties

Committees: LE ____, JD ____, HS __X__, CS __X__, Finance __X__

Summary of Proposed Action:

This resolution provides consent from Ingham County to the Community Mental Health Authority of Clinton-Eaton-Ingham Counties (CMH) for a \$180,000 loan that JPMorgan Chase Bank proposes to make to CMH for the purpose of constructing a storage building on the Authority's land at 821 East Jolly Road, Lansing, Michigan, which was purchased from Ingham County in 2008.

This consent is necessary because as a condition of the sale of the property, Ingham County retains an option to repurchase the land; and during this option period, CMH may not, without the express written consent of Ingham County, sell or otherwise dispose of the real estate. Since CMH's mortgaging of the land to the bank may conditionally result in a disposition of the land, the County's consent is necessary.

Financial Implications:

No direct financial implications.

Other Implications:

None.

Staff Recommendation: MJM__ JN__ TL__ TM__ JC __X__

Staff recommends approval of the resolution.



AGENDA ITEM # 5a

215 S. WASHINGTON SQUARE, SUITE 200
LANSING, MICHIGAN 48933-1816
TELEPHONE: (517) 371-1730
FACSIMILE: (517) 487-4700
<http://www.dickinson-wright.com>

DWIGHT D. EBAUGH
debaugh@dickinson-wright.com
(517) 487-4709

July 6, 2009

RECEIVED

JUL 7 - 2009

INGHAM COUNTY
CONTROLLER'S OFFICE

Matthew J. Myers, Ph.D.
Controller/Administrator
Office of the Ingham County Controller
County Courthouse
Post Office Box 319
Mason, Michigan 48854

Re: Consent by Ingham County to mortgage by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties of land at 812 East Jolly Road, Lansing, Michigan

Dear Dr. Myers:

This firm (Dickinson Wright PLLC) represents JPMorgan Chase Bank, N.A. (the "Bank") in connection with a \$180,000 loan that the Bank proposes to make to the Community Mental Health Authority of Clinton-Eaton-Ingham Counties (the "Authority") for the construction of a storage building on the Authority's land located at 812 East Jolly Road, Lansing, Michigan 48910 (the "Loan" pertaining to the "Land").

Please regard this letter as a formal request to the Ingham County Board of Commissioners for the County's consent to the mortgaging of the Land by the Authority to the Bank to secure the Loan.

The need for the County's consent arises from the facts that, as a condition of the Loan, the Bank requires collateral from the Authority in the form of a mortgage of the Land, and the Authority's Land is restricted by a Memorandum of Conditional Option to Repurchase Land dated September 15, 2008 and recorded September 15, 2008 in Book 3319, Page 833, Ingham County Records. According to this Memorandum, during the term of an option period, the Authority may not, without the express written consent of Ingham County, sell or otherwise dispose of the Land. The option period is the period ending on the later of July 1, 2018 or the date of full repayment of the bonds which financed the Authority's existing building on the Land. Since the Authority's mortgaging of the Land to the Bank would constitute a "disposition of the Land," the County's consent is sought.

If the Ingham County Board of Commissioners acts favorably upon this consent proposal, it is requested that the Board's consent be evidenced by a resolution of the Board of Commissioners and by a signed consent document that the Bank may record

C o u n s e l l o r s A t L a w

DETROIT BLOOMFIELD HILLS LANSING GRAND RAPIDS ANN ARBOR
WASHINGTON, D.C.

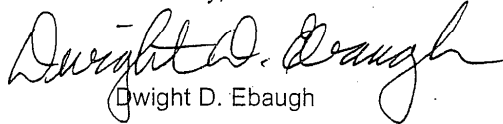
Matthew J. Myers, Ph.D.
July 6, 2009
Page 2

with the Ingham County Register of Deeds. The Board's consent resolution may be embodied in the minutes of the Board meeting at which the Board acts on the matter, and it is requested that the Board's consent include approval of a recorded consent document. A proposed consent document is enclosed.

I have previously communicated with your office and Peter Cohl's office concerning the Loan and the need for the County's consent. I was informed by Mr. Cohl that you suggested a formal letter, addressed to you, requesting the Ingham County Board of Commissioners to consider the proposal. Many thanks to you and the Board for taking time to consider this request.

If you or the Board direct questions to me concerning this matter, I will do my best to answer them promptly. You may also wish to direct questions to Robert Sheehan or Pamela Torres at the Authority.

Sincerely,



Dwight D. Ebaugh

DDE/dim
Enclosure

cc: Peter A. Cohl (w/ enc.)
Robert Sheehan (w/ enc.)
Pamela Torres (w/ enc.)
Carol Giacoletto (w/enc.)
Melinda N. McKnight (w/ enc.)

LANSING 30937-67 427786v1

C o u n s e l l o r s A t L a w

DETROIT BLOOMFIELD HILLS LANSING GRAND RAPIDS ANN ARBOR
WASHINGTON, D. C.

ADOPTED - JULY 22, 2008
Agenda Item No. 24

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ACCEPTING AN OFFER TO PURCHASE COUNTY-OWNED REAL
PROPERTY LOCATED AT 812 EAST JOLLY ROAD, LANSING, MI 48910**

RESOLUTION #08-201

WHEREAS, over the past year, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) has discussed, with the Ingham County Board of Commissioners and the Ingham County Building Authority, a proposal to purchase its primary headquarters at 812 East Jolly Road, Lansing, Michigan; and

WHEREAS, discussions with the Human Services and Finance Committees resulted in the tentative approval of the sale of the building and the property on which it stands to CMH, and the recommendation that CMH discuss with bond counsel the conditions of such a sale and the debt financing; and

WHEREAS, those discussions resulted in the determination that the bonds which financed the building are not, in the main, callable until the close of the 20 year bond life and that no other tax exempt financing can be obtained for the purchase of the building while the current tax exempt bonds are outstanding on the same building; and

WHEREAS, CMH is now proposing to purchase the land upon which the building at 812 East Jolly Road, Lansing, stands for \$240,000, which is the appraised value of the land, as determined by Professional Appraisal Services in November, 2007.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of the \$240,000 offer from the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties to purchase the County-Owned real property located at 812 East Jolly Road, Lansing, Michigan as described in Exhibit A attached to this resolution.

BE IT FURTHER RESOLVED, the sale of this property to CMH, shall include a written agreement that in the event that CMH is dissolved before the purchase of the building at 812 East Jolly Road, by CMH, the ownership of the land would revert to Ingham County, at a purchase price equal to the amount paid to Ingham County by CMH for the property (\$240,000) *or* the appraised value of the land at the time of the reversion of ownership, whichever is less.

BE IT FURTHER RESOLVED, that the current lease between the Ingham County Board of Commissioners, the Ingham County Building Authority, and the Community Mental Health Authority of Clinton, Eaton, Ingham Counties (CMH) be modified to include language allowing

ADOPTED - JULY 22, 2008
Agenda Item No. 24

RESOLUTION #08-201

CMH to purchase the building, for \$1.00, at any point subsequent to the date at which the bonds used to finance the construction of the building are paid off, July 1, 2018.

BE IT FURTHER RESOLVED, that the closing shall take place no later than September 1, 2008.

BE IT FURTHER RESOLVED, the County Attorney shall approve as to form the agreement to sell the property and any amendments to the agreement.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to add all revenue from the sale of this property to the General Fund unreserved fund balance.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Schor, Hertel, Soule, Severino, Dougan

Nays: None **Absent:** Bahar-Cook **Approved 7/14/08**

COUNTY SERVICES: Yeas: Nolan, De Leon, Copedge, Soule, Grebner, Severino

Nays: None **Absent:** None **Approved 7/15/08**

FINANCE: Yeas: Grebner, Hertel, Weatherwax-Grant, Celentino, Dougan

Nays: None **Absent:** Schor **Approved 7/16/08**

Agenda Item 4

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PROVIDING CONSENT TO MORTGAGE BY THE COMMUNITY
MENTAL HEALTH AUTHORITY OF CLINTON-EATON-INGHAM COUNTIES OF
LAND AT 821 EAST JOLLY ROAD, LANSING, MICHIGAN**

WHEREAS, Resolution #08-201 authorized the sale of County-owned real property located at 821 East Jolly Road, Lansing, Michigan to the Community Mental Health Authority of Clinton-Eaton-Ingham Counties; and

WHEREAS, the Community Mental Health Authority of Clinton-Eaton-Ingham Counties desires to take out a mortgage loan of \$180,000 to construct a storage facility on this property; and

WHEREAS, as a condition of the sale of the property, Ingham County retains an option to repurchase the land; and

WHEREAS, during this option period, the Community Mental Health Authority of Clinton-Eaton-Ingham Counties may not, without the express written consent of Ingham County, sell or otherwise dispose of the real estate; and

WHEREAS, since the Community Mental Health Authority of Clinton-Eaton-Ingham Counties mortgaging of the land to the bank may conditionally result in a disposition of the land, the County's consent is necessary.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby consents to an \$180,000 mortgage to be given by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties as mortgagor, to JP Morgan Chase Bank as mortgagee.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the attached consent document, and the Controller/Administrator is authorized to sign the attached consent document after approval as to form by the County Attorney.

CONSENT TO MORTGAGE

The County of Ingham, a public corporation and a political subdivision of the State of Michigan, whose address is Ingham County Courthouse, 341 South Jefferson Street, Mason, Michigan 48854, consents to a \$180,000 mortgage to be given by the Community Mental Health Authority of Clinton-Eaton-Ingham Counties (the "Authority"), as mortgagor, whose address is 812 East Jolly Road, Suite 210, Lansing, Michigan 48910, to JPMorgan Chase Bank, N.A. (the "Bank"), as mortgagee, whose address is 620 South Capitol Avenue, Lansing, Michigan 48933, pertaining to the following described real estate in the City of Lansing, Ingham County, Michigan (the "Mortgage" pertaining to the "Real Estate"):

That part of the fractional Northwest 1/4 of Section 3, Township 3 North, Range 2 West, City of Lansing, Ingham County, Michigan, described as: Beginning at a point on the North line of said Section 3 lying South 88 degrees 45 minutes 28 seconds East 366.81 feet from the Northwest corner of said Section 3; thence continuing South 88 degrees 45 minutes 28 seconds East on said North line 355 feet; thence South 0 degrees 35 minutes 42 seconds West 329.70 feet; thence South 88 degrees 44 minutes 12 seconds East 85.95 feet to the Northwest corner of the Plat of Battenfield Subdivision No. 1, as recorded in Liber 16 of Plats, Pages 3 and 4, Ingham County Records; thence South 0 degrees 37 minutes 55 seconds West 518.27 feet along the West line of the Plat of Battenfield Subdivision No. 1 and the West line of the Plat of Pennsylvania Heights, as recorded in Liber 17 of Plats, Page 38, Ingham County Records, to the North line of the Plat of Roselawn, as recorded in Liber 29 of Plats, Page 6, Ingham County Records; thence North 89 degrees 04 minutes 25 seconds West along said North line 344 feet; thence North 1 degree 14 minutes 32 seconds East 404.83 feet; thence North 88 degrees 45 minutes 28 seconds West 86.20 feet; thence North 1 degree 14 minutes 32 seconds East 445.00 feet to the Point of Beginning. EXCEPT: The Building(s).

The purpose of this consent is to comply with the consent requirement set forth in the Memorandum of Conditional Option to Repurchase Land dated September 15, 2008 and recorded September 15, 2008 in Book 3319, Page 833, Ingham County Records. According to this Memorandum, during the term of an option period, the Authority may not, without the express written consent of Ingham County, sell or otherwise dispose of

the Real Estate. The option period is the period ending on the later of July 1, 2018 or the date of full repayment of the bonds which financed the Authority's existing building as an improvement to the Real Estate. Since the Authority's mortgaging of the Real Estate to the Bank would constitute a "disposition of the Real Estate," the County's consent has been given, and the County's consent is memorialized in this document.

The date of this Consent is _____, 2009.

[signature is on the following page]

COUNTY OF INGHAM,
a public corporation and a political subdivision
of the State of Michigan

Matthew J. Myers,
Controller/Administrator

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me in Ingham County,
Michigan this ____ day of _____ 2009, by Matthew J. Myers, the
Controller/Administrator of the County of Ingham, a public corporation and a political
subdivision of the State of Michigan, on behalf of the County of Ingham.

Notary Public
County, Michigan
Acting in Ingham County, Michigan
My Commission Expires: _____

This instrument drafted by
and after recording return to:

Dwight D. Ebaugh, Attorney at Law
Dickinson Wright PLLC
215 South Washington Square, Suite 200
Lansing, Michigan 48933
517-487-4709

LANSING 30937-67 427787v1

RESOLUTION STAFF REVIEW

DATE September 8, 2009

Agenda Item Title: Resolution Authorizing the Acceptance of a Michigan Natural Resources Trust Fund Grant to Fund the Development of a Fishing Dock at Burchfield Park

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize entering into a project agreement with the Department of Natural Resources for a grant to assist with the development and construction of a fishing dock at Burchfield Park.

The Ingham County Parks Master Plan, developed under the direction of the Ingham County Board of Commissioners, listed the development of events and activities to attract people, along with providing multiple uses within the parks and undeveloped natural/quiet areas. Burchfield Park is the County's largest park and provides the premier public access to a natural area within Ingham County. The pond at Burchfield Park is stocked with fish every year in order to increase fishing opportunities at Burchfield Park. The summer day camp and youth free fishing day held at Burchfield Park would benefit from the increased fishing opportunities and outdoor teaching space.

Financial Implications:

The total project cost is \$80,000. The County match of \$20,000 will come from previously appropriated county funds reserved for this purpose by Resolution #08-044.

Other Implications:

The Parks & Recreation Commission recommends approval of this resolution.

Staff Recommendation: MJM X JN ____ TL ____ TM ____ JC ____

Staff recommends approval of the resolution.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 24, 2009
RESOLUTION #27-09

RESOLUTION TO RECOMMEND THE ACCEPTANCE OF THE PROJECT AGREEMENT FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT TO FUND THE DEVELOPMENT OF A FISHING DOCK AT BURCHFIELD PARK

WHEREAS, The Ingham County Board of Commissioners authorized submission of an application to the Michigan Department of Natural Resources requesting a grant from the Michigan Natural Resources Trust Fund in the amount of \$60,000 to assist with the development of a fishing dock at Burchfield Park; and

WHEREAS, the Michigan Natural Resources Trust Fund Board has chosen the project for funding and the Michigan Department of Natural Resources has offered Ingham County Parks a Project Agreement; and

WHEREAS, the required matching County funds of \$20,000 will come from previously appropriated County funds reserved for this purpose (Resolution #08-044).

BE IT THEREFORE RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Ingham County Board of Commissioners approve entering into a Project Agreement to accept the funds from the Michigan Department of Natural Resources.

Moved by Mr. Czarnecki and **Supported by** Ms. Weil that Resolution #27-09 be approved. **Yes-7; No-0. MOTION CARRIED.**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE ACCEPTANCE A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT TO FUND THE DEVELOPMENT OF A FISHING DOCK AT BURCHFIELD PARK

WHEREAS, the Ingham County Board of Commissioners authorized submission of an application to the Michigan Department of Natural Resources (Resolution #08-044) requesting a grant from the Michigan Natural Resources Trust Fund in the amount of \$60,000, to assist with the development of a fishing dock at Burchfield Park; and

WHEREAS, the Michigan Natural Resources Trust Fund Board has chosen the project for funding and the Michigan Department of Natural Resources has offered Ingham County Parks a Project Agreement; and

WHEREAS, the required matching County funds of \$20,000 will come from previously appropriated County funds reserved for this purpose (Resolution #08-044); and

WHEREAS, the Ingham County Parks & Recreation Commission recommended the acceptance of this grant by unanimously passing Resolution #27-09 at their August 24, 2009 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the Michigan Natural Resources Trust Fund Grant and approves entering into a contract to accept the funds from the Michigan Department of Natural Resources.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson is authorized to sign any contracts consistent with this Resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this Resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: September 8, 2009

Agenda Item Title: Resolution Authorizing the Acceptance of a Michigan Natural Resources Trust Fund Grant to Fund the Acquisition of 120 Acres of Natural Area to Expand Lake Lansing Park-North

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

This resolution authorizes the acceptance of a Michigan Natural Resources Trust Fund grant to acquire 120 acres of natural area to expand Lake Lansing Park-North. The property is situated between Lake Lansing Park-North and natural areas owned by Meridian Township, in whole constituting a 600 acre natural area that provides significant recreation and water quality benefits. The owner of the property, a residential developer, has allowed a portion of the land being considered for acquisition to be used as part of the Lake Lansing Park-North trail system for over 20 years.

Financial Implications:

The required matching funds of \$850,000 will come from: \$675,000 provided by Meridian Township, \$150,000 raised from over 1,000 donors by the Preserve Lake Lansing Trails Group in conjunction with the Friends of Ingham County Parks, and \$25,000 previously appropriated County funds reserved for this purpose (Resolution #08-185).

The local match of \$850,000 will consist of funding as detailed below:

Cash donations, Friends of Ingham County Parks	\$150,000
Meridian Township	\$675,000
Parks Land Acquisition Fund (450-75250-818000-57000)	<u>\$ 25,000</u>
Total	\$850,000

Other Implications:

The Parks & Recreation Commission recommends approval of this resolution (Park Resolution #28-09).

Permission to extend the deadline past September 1st with regard to the Project Agreement was received via e-mail dated August 25, 2009 from Linda Harlow of the Michigan Department of Natural Resources Grants Division (see attached e-mail).

Staff Recommendation: MJM X JN ____, TL ____, TM ____, JC ____,

Staff recommends approval of the resolution.

From: Willis Bennett
To: Bavery, Deb
Date: 8/28/09 8:15 AM
Subject: Fwd: Re: TF08-138 & TF08-073

Willis Bennett, Director
Ingham County Parks
517-244-7191
517-244-7190 Fax

>>> "Linda Harlow" <harlow@michigan.gov> 8/25/2009 1:05 PM >>>
Thanks, Willis: I'll let Jason Cherry and Deborah Apostol know this information.

>>> "Willis Bennett" <wbennett@ingham.org> 08/25/2009 12:58 PM >>>
Pursuant to our phone conversation:
The Ingham County Parks and Recreation Commission passed resolutions (27-09 & 28-09) regarding acceptance of the project agreements for these grants. The Ingham County Board of Commissioners passed resolutions in 2008 approving the applications for the grants and will address the resolutions for the project agreements at their regularly scheduled September meeting. The County Attorney has signed off on the agreements, once the Board of Commissioners approve the resolutions on September 22nd, I will forward the documents to your office.

Thanks for your assistance.

Willis Bennett, Director
Ingham County Parks
517-244-7191
517-244-7190 Fax

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 24, 2009
RESOLUTION #28-09

RESOLUTION TO RECOMMEND THE ACCEPTANCE OF THE PROJECT AGREEMENT FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT TO FUND THE ACQUISITION OF 120 ACRES OF NATURAL AREA TO EXPAND LAKE LANSING PARK NORTH

WHEREAS, The Ingham County Board of Commissioners authorized submission of an application to the Michigan Department of Natural Resources requesting a grant from the Michigan Natural Resources Trust Fund in the amount of \$1,982,200 to assist with the acquisition of 120 acres of natural area to expand Lake Lansing Park North; and

WHEREAS, the Michigan Natural Resources Trust Fund Board has chosen the project for funding and the Michigan Department of Natural Resources has offered Ingham County Parks a Project Agreement; and

WHEREAS, the required matching funds of \$850,000 will come from \$675,000 provided by Meridian Township, \$150,000 raised from over 1,000 donors by the Preserve Lake Lansing Trails group in conjunction with the Friends of Ingham County Parks, and \$25,000 previously appropriated County funds reserved for this purpose (Resolution #08-185).

BE IT THEREFORE RESOLVED, that the Ingham County Parks and Recreation Commission recommends that the Ingham County Board of Commissioners approve entering into a Project Agreement to accept the funds from the Michigan Department of Natural Resources.

Moved by Mr. Propst and **Supported by** Ms. Weil that Resolution #28-09-08 be approved. **Yes-7; No-0. MOTION CARRIED.**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF A MICHIGAN
NATURAL RESOURCES TRUST FUND GRANT TO FUND THE ACQUISITION
OF 120 ACRES OF NATURAL AREA TO EXPAND
LAKE LANSING PARK NORTH**

WHEREAS, the Ingham County Board of Commissioners authorized (Resolution #08-185) submission of an application to the Michigan Department of Natural Resources requesting a grant from the Michigan Natural Resources Trust Fund in the amount of \$1,982,200, to assist with the acquisition of 120 acres of natural area to expand Lake Lansing Park North; and

WHEREAS, the Michigan Natural Resources Trust Fund Board has chosen the project for funding and the Michigan Department of Natural Resources has offered Ingham County Parks a Project Agreement; and

WHEREAS, the required matching funds of \$850,000 will come from: \$675,000 provided by Meridian Township, \$150,000 raised by over 1,000 donors to the Preserve Lake Lansing Trails group in conjunction with the Friends of Ingham County Parks, and \$25,000 previously appropriated County funds reserved for this purpose (Resolution #08-185); and

WHEREAS, the Ingham County Parks & Recreation Commission recommended the acceptance of this grant by unanimously passing Resolution #28-09 at their August 24, 2009 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the Michigan Natural Resources Trust Fund Grant and approves entering into a contract to accept the funds from the Michigan Department of Natural Resources.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson is authorized to sign any project agreements consistent with this Resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this Resolution after approval as to form by the County Attorney.

Agenda Item 6

RESOLUTION STAFF REVIEW

DATE September 3, 2009

Agenda Item Title: Resolution of Support for the Tri-County Regional Urban/Rural Service District/Boundary Committee and the Pursuit of the 2009 Land Information Access Association (LIAA) Partnerships for Change: Sustainable Communities Grant

Submitted by: Tri-County Regional Planning Commission

Committees: LE____, JD____, HS____, CS__X__, Finance__X__

Summary of Proposed Action: This resolution will authorize the Board Chairperson to sign the Resolution and transmit to other governmental units showing support for the Tri-County Regional Urban/Rural Service District/Boundary Committee and the Pursuit of the 2009 Land Information Access Association (LIAA) Partnerships for Change: Sustainable Communities Grant.

Financial Implications: If realized and fully implemented, the costs savings is projected to be between 1.6 and 4.8 billion dollars in road improvement costs.

Other Implications: If implemented this resolution will save open space and agricultural land and will reduce pollutants.

Staff Recommendation: MJM__X__ JN__ TL__ TM__ JC__
Staff recommends approval of the resolution.



TRI-COUNTY REGIONAL PLANNING COMMISSION

913 West Holmes, Suite 201
Lansing, Michigan 48910
Telephone: (517) 393-0342
Web Page: www.mitcrpc.org
Email: trpc@acd.net
Fax: (517) 393-4424

MEMORANDUM

TRPC COMMISSIONERS

Chairperson: Carol Wood
Vice Chairpersons: Dianne Holman
Treasurer: Larry Martin
Secretary: Howard Pizzo
Russell Bauerle - Kevin Beard
James Dravenstadt-Moore
Glenn Freeman, III - Eric Hewitt
Tim Kaltenbach - Art Luna
Brian McGrain - Ralph Monama
David Pohl - Shirley M. Rodgers
Marsha Small - Carol Strachan
Darrell Tennis - John Venetian

Ex-Officio

Virgil Bernero - Joseph Beshler
Debbie DeLeon - Larry Martin

IMPLEMENTATION STEERING COMMITTEE

Chairperson: William Swabe
Earl Barick - Randy Bell
Kevin Beard - Larry Martin
Brian McGrain - Howard Pizzo
Marsha Small - Carol Strachan
Susan McGillicuddy - David Wilson
Rex LaMore - Tom Oliver
Tom Schneider - Cindy Warda

Ex-Officio

Gerald Ambrose - Jeff Coester

**URBAN & RURAL SERVICE DISTRICT/
URBAN SERVICE BOUNDARIES
COMMITTEE**

Alabon Township
Bath Charter Township
Centers for Regional Excellence
Clinton County - Delhi Charter Township
Delta Charter Township
City of DeWitt- DeWitt Charter Township
Village of Dimondale - City of East Lansing
Eaton County - City of Grand Ledge
Ingham County - City of Lansing
Lansing Charter Township - City of Mason
Meridian Charter Township
Michigan State University
MSU Land Policy Institute
Sheridan Consulting
Onida Charter Township
Watertown Charter Township
Williamstown Township
Windsor Charter Township

**GREENER MID-MICHIGAN
STEERING COMMITTEE**

(in partnership with
Michigan Trails and Greenways Alliance,
Greater Lansing Area Go Green Initiative and the
Ingham County Health Department)

LAND USE AND HEALTH RESOURCE TEAM

(in partnership with
Michigan State University Extension,
Ingham County Health Department and
Mid-Michigan District Health Department)

To: Urban and Rural Service District/Urban Service Boundary Committee
Member Communities

From: Harmony Gmazel, AICP

Re: Information regarding the 2009 Partnerships for Change: Sustainable
Communities Grant Opportunity,

The Partnerships for Change (Pfc) Sustainable Communities Program is requesting proposals for projects that would foster new and expanded cooperation between cities, townships and villages in developing local land use policies and programs that contribute to the preservation of cultural and natural resources and encourage urban redevelopment while discouraging inefficient low-density development.

Two key requirements for funding are:

- 1) A commitment to adopting new policies and/or programs providing additional protections for critical natural and cultural resources and/or urban redevelopment.
- 2) A commitment to cooperative planning with one or more neighboring municipalities as a means of developing and adopting these policies and programs.

The Regional Growth Project and one of its implementation efforts, the Urban and Rural Services District/Urban Service Boundary (URSD/USB) Committee, have made a multiple year commitment to the study of shared services between jurisdictions including the creation of an urban services boundary. The approval of the attached resolution would demonstrate your community's support for an application to the Pfc for funds to study the most feasible governmental approach to establish an equitable urban/rural service boundary in the Greater Lansing Urbanized area. The applicant for this grant would be Meridian Charter Township on behalf of the URSD/USB Committee. The deadline for the application is October 2, 2009. Please see the attached notice for more information, or contact me at hgmazel@mitcrpc.org.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF SUPPORT FOR THE TRI-COUNTY REGIONAL URBAN/RURAL SERVICE DISTRICT/BOUNDARY COMMITTEE AND THE PURSUIT OF THE 2009 LAND INFORMATION ACCESS ASSOCIATION (LIAA) PARTNERSHIPS FOR CHANGE: SUSTAINABLE COMMUNITIES GRANT

WHEREAS, the Tri-County Regional Planning Commission adopted the “Regional Growth Choices for our Future” report and poster plan; and

WHEREAS, members of the Tri-County Regional Planning Commission and other local communities have passed resolutions in support of the Regional Growth Project; and

WHEREAS, the “Regional Growth Choices for Our Future” project, if fully implemented, will:

- Reduce congested lane miles on regional roads by approximately 50% and save taxpayers between 1.6 and 4.8 billion dollars in road improvement costs which would otherwise be required if current trends are unchecked;
- Save the equivalent of three townships of agricultural land and open space;
- Reduce air pollutants by tens of thousands of kilograms per day, leading to public health benefits and lower long term public health costs; and improve the region’s quality of life and economic competitiveness, including urban redevelopment opportunities, in an increasingly global economy greater than would occur under current public policies; and

WHEREAS, the Urban and Rural Service Districts/Boundaries (URSD/USB) Committee is an implementation activity of the “Regional Growth Choices for Our Future” project; and

WHEREAS, the URSD/USB Committee and its members have demonstrated a multiple year commitment to the study of service boundaries and shared services between jurisdictions; and

WHEREAS, the Committee is pursuing a policy solution to the issue of urban service expansion based on the following elements of regionalism:

- Establishing visions and goals, and setting new policy to achieve those goals;
- Looking at process: using visioning and planning to create a fair structure;
- District and boundary lines that are flexible;
- Collaboration emphasized through voluntary agreement;
- There is a binding trust rather than accountability;
- Empowerment created by the constructive involvement of many communities; and

WHEREAS, the urbanized core communities and the rural communities that surround it are equal partners in this endeavor, the entire region will benefit from the outcome of a successful urban service boundary strategy in terms of the farmland and natural resource protection, savings in infrastructure costs, and air pollution reductions listed above; and

WHEREAS, the Committee is determined to successfully implement an urban service boundary policy that strengthens relationships between local jurisdictions based on trust and equitable distribution of resources; and

WHEREAS, the most efficient manner to declare an equitable policy is to complete a detailed study and analysis of existing implementation strategies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners declares its support for the Urban/Rural Service District/Boundary Committee and its pursuit of research and grant opportunities related to the successful and equitable development of an urban service boundary policy, including the 2009 Land Information Access Association (LIAA) Partnerships for Change: Sustainable Communities Grant.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign this resolution and transmit it to all other governments and agencies involved in the URSD/USB Committee and related research and grant activities, as an indication that the Ingham County Board of Commissioners supports and endorses this proposed project for the region.

Debbie De Leon
Chairperson Ingham County Board of Commissioners

Date: _____

RESOLUTION STAFF REVIEW

DATE September 3, 2009

Agenda Item Title: Resolution to Authorize the Health Department to Exercise an Option to Extend the Lease of Property

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS_ X_, Finance_ X_

Summary of Proposed Action:

This resolution authorizes an extension of the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing. Ingham County Health Department, Health Plan Management Services and the Breast and Cervical Cancer Control Program have occupied this building since June 2005. The current lease of this property gives Ingham County the option to extend the lease by an additional five (5) years by providing 60 days notice prior to the expiration of the lease.

The current lease will expire May 31, 2010. However, Cedar Management Company has offered to make significant improvements to the space currently occupied by Health Plan Management Services if Ingham County exercises its option to extend the lease at this time. Exercising this option will extend the lease to May 31, 2015. All other terms and conditions of the lease will remain in effect.

Financial Implications:

The cost of this lease is \$117,208 in the first year with cost increases of 3% per year for each subsequent year of the agreement.

Other Implications:

None.

Staff Recommendation: MJM__ JN__ TL__ TM__ JC_ X

Staff recommends approval of the resolution.

MEMORANDUM

To: Human Services Committee
County Services
Finance Committee

From: Dean Sienko, M.D.

Date: September 9, 2009

Subject: Recommendation to extend the lease for 5656 South Cedar Street

This is a recommendation to extend the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing. Ingham County Health Department, Health Plan Management Services and the Breast and Cervical Cancer Control Program have occupied this building since June 2005. The current lease of this property gives Ingham County the option to extend the lease by an additional five (5) years by providing 60 days notice prior to the expiration of the lease.

The current lease will expire May 31, 2010. However, Cedar Management Company has offered to make significant improvements to the space currently occupied by Health Plan Management Services if Ingham County exercises its option to extend the lease at this time. Exercising this option will extend the lease to May 31, 2015. All other terms and conditions of the lease will remain in effect.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an extension of the lease of this property so improvements to the space can be made at this time.

Attachment

cc: Laura Peterson w/attachments
Jayson Welter w/attachments
John Jacobs w/attachments

Agenda Item 7a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE HEALTH DEPARTMENT TO EXERCISE AN
OPTION TO EXTEND THE LEASE OF PROPERTY**

WHEREAS, Ingham County has leased space located at 5656 South Cedar Street in Lansing since June 2005; and

WHEREAS, Ingham County has an option under the lease to extend the lease for an additional five (5) year period; and

WHEREAS, Cedar Management Company has agreed to make improvements to the space occupied by Ingham County Health Department, Health Plan Management Services if the County exercises its option; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Health Department to exercise its option by providing notice in writing to Cedar Management Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Health Department to exercise its option to extend the lease between Ingham County and Cedar Management Company for the property located at 5656 South Cedar Street in Lansing to May 31, 2015.

BE IT FURTHER RESOLVED, that the cost of the lease shall not exceed \$117,208 during the first year and a 3% increase for each subsequent year of the agreement.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the letter providing notice to Cedar Management Company after review by the County Attorney

RESOLUTION STAFF REVIEW

DATE September 3, 2009

Agenda Item Title: Resolution to Authorize an Amendment to an Agreement with the Shiawassee Regional Education Services District

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS_ X_, Finance_ X__

Summary of Proposed Action:

This resolution authorizes an amendment to an agreement with the Shiawassee Regional Education Services District.

Resolution #06–248 authorized an agreement with the Shiawassee Regional Education Service District (RESD) to provide staff from the Office for Young Children to serve as the Great Start Collaborative Coordinator in Shiawassee County. Resolution #08-261 authorized an amendment to the Agreement to extend services from October 1, 2008 through September 30, 2009.

The Shiawassee RESD has proposed a second amendment to the Agreement to extend services from October 1, 2009 through September 30, 2010. This agreement assures a coordinated system of community resources and support to assist families in providing a great start for their children from birth through age five.

Financial Implications:

Ingham County will be reimbursed up to \$80,000, for the cost of the services made available through the Agreement. The Health Department’s 2010 Budget anticipates a continuation of Shiawassee RESD services and funding.

Other Implications:

None.

Staff Recommendation: MJM__ JN __ TL __ TM__ JC X

Staff recommends approval of the resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
RESOURCE AND REFERRAL AGREEMENT WITH THE MICHIGAN 4C ASSOCIATION**

RESOLUTION #08-261

WHEREAS, Resolution #06-279 authorized a Resource and Referral Agreement between Ingham County and the Michigan Community Coordinated Child Care Association (MI 4C) to provide information and referral, training, and other services to child care organizations and to parents of children in Ingham, Clinton, Eaton and Shiawassee Counties; and

WHEREAS, the Michigan 4C acts as the fiduciary agency for the child care grants on behalf of the Michigan Early Childhood Investment Corporation; and

WHEREAS, the current Resource and Referral Agreement with the Michigan 4C will expire on September 30, 2008; and

WHEREAS, the Michigan 4C has proposed an amendment to the Agreement to extend services from October 1, 2008 through March 31, 2009; and

WHEREAS, the Health Department's 2009 Budget anticipates a continuation of Michigan 4C services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an amendment to the Resource and Referral Agreement with the Michigan 4C.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the Resource and Referral Agreement with the Michigan 4C.

BE IT FURTHER RESOLVED, that the period of the amendment will be October 1, 2008 through March 31, 2009, and that the Michigan 4C Association shall reimburse Ingham County for up to \$223,000 during the period for expenses related to the scope and units of service included in the amendment.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment to the Agreement after review by the County Attorney.

HUMAN SERVICES: Yeas: Schor, Bahar-Cook, Hertel, Soule, Severino, Dougan

Nays: None **Absent:** None **Approved 9/15/08**

FINANCE: Yeas: Grebner, Weatherwax-Grant, Celentino, Schor

MEMORANDUM

To: Human Services Committee
County Services Committee
Finance Committee

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

Date: September 9, 2009

Subject: Agreement with Shiawassee Regional Education Service District

In 2006, the Shiawassee RESD was awarded a Great Start Collaborative grant by the Early Childhood Investment Corporation (ECIC). The purpose of the Great Start initiative has been to assure a coordinated system of community resources and support to assist Michigan families in providing a great start for their children from birth through age five.

Resolution #06-248 authorized an agreement with the Shiawassee Regional Education Service District (RESD) to provide staff from the Office for Young Children to serve as the Great Start Collaborative Coordinator in Shiawassee County. Resolution #08-261 authorized an amendment to the Agreement to extend services from October 1, 2008 through September 30, 2009.

The Shiawassee RESD has proposed a second amendment to the Agreement to extend services from October 1, 2009 through September 30, 2010. Ingham County will be reimbursed up to \$80,000 for the cost of the services made available through the Agreement. The Health Department's 2010 budget anticipates a continuation of Shiawassee RESD services and funding.

I recommend that the Board of Commissioners adopt the attached resolution and authorize a second amendment to the Agreement with the Shiawassee Regional Education Services District.

Attachment

c: John Jacobs w/attachment
Laura Peterson w/attachment
Lori Noyer w/attachment

Agenda Item 7b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO AN AGREEMENT WITH
THE SHIAWASSEE REGIONAL EDUCATION SERVICES DISTRICT**

WHEREAS, Resolution #06 – 248 authorized an agreement with the Shiawassee Regional Education Services District (RES D) to contract with Ingham County to retain the services of the Office for Young Children (OYC) to lead the Great Start Collaborative initiative in Shiawassee County; and

WHEREAS, Resolution #08-261 authorized an amendment to the Agreement to extend services from October 1, 2008 through September 30, 2009; and

WHEREAS, the Shiawassee RES D has proposed a second amendment to the Agreement to extend services from October 1, 2009 through September 30, 2010; and

WHEREAS, Ingham County will be reimbursed up to \$80,000 for the cost of the services made available through the Agreement; and

WHEREAS, the Health Department's 2010 Budget anticipates a continuation of Shiawassee RES D services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a second amendment to the Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a second amendment to the Agreement with the Shiawassee Regional Education Services District (RES D) with the intent of providing staff from the Office for Young Children to serve as the Great Start Collaborative Coordinator in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the second amendment will be October 1, 2009 through September 30, 2010, and that the Shiawassee RES D shall compensate Ingham County for up to \$80,000 for expenses related to the scope of service.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the second amendment to the Agreement after review by the County Attorney.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 3, 2009

SUBJECT: Appraisal Services at Rayner Park

In order to find the land value of the 80-acre parcel that Rayner Park is located on, a formal appraisal would be needed by an approved vendor.

The Facilities Department is in the process of receiving bids for this appraisal service. Once the vendor is actually selected, we would process the necessary contract authorization form as required.

The cost to perform this service is a not to exceed amount of \$4,000.00, and would be taken from the Contingency funds for the County.

I recommend approval to continue the search for an approved vendor to have an appraisal done at Rayner Park in Mason.

RESOLUTION STAFF REVIEW DATE

Agenda Item Title: Resolution Authorizing a Contract with Cusack’s Masonry Restoration, Inc. to Provide Tuck Pointing Services at the Grady Porter Building

Submitted by: Facilities Department

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

This resolution authorizes a contract with Cusack’s Masonry Restoration, Inc. to perform exterior restorations at the Ingham County Grady Porter Building.

Financial Implications:

Cost of \$133,684.00 plus \$10,000.00 contingency for a total of \$143,684.00.

Funding for the project is available in the 2009 CIP Project 245-26710-931000-9FC08.

Other Implications:

Cusack’s Masonry Restoration, Inc. submitted the lowest responsive and responsible bid and was chosen after going through a competitive bidding process and the recommendation of the Purchasing and Facilities Departments. The vendor is not a local company (Hubbardston).

Staff Recommendation: MJM 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.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 2, 2009

SUBJECT: Resolution Authorizing a Contract with Cusack's Masonry Restoration, Inc. to Provide Tuck Pointing Services at the Grady Porter Building

The resolution before you authorizes awarding a contract to Cusack's Masonry Restoration, Inc. for the purpose of restoring the exterior of the Grady Porter Building due to deterioration over time.

Cusack's Masonry Restoration, Inc., who submitted the lowest responsive and responsible bid, was chosen after going through a competitive bidding process and the recommendation of the Purchasing and Facilities Departments.

Funding for the project is available in the 2009 CIP Project 245-26710-931000-9FC08.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: September 2, 2009
 SUBJECT: Bid Summary – Exterior Restoration

Project Description:

This project consists of making exterior restorations to the Grady Porter Building including, but not limited to, removal and replacement of damaged limestone facing and sills, repointing of deteriorated mortar joints, removal and replacement of joint sealants, and chemical cleaning of the entire building.

Bid Summary:

Bidders contacted: 33 Local: 8
 Bidders responding: 9 Local: 2

The following firms submitted a bid:

<u>Firm</u>	<u>Cost</u>	<u>Local</u>
Cusack’s Masonry	\$133,684	N – Hubbardston
Bornor Restoration	\$176,910	Y – Lansing
Trisco Systems	\$187,924	N – Lima, OH
Ohio Building Restoration	\$191,446	N – Detroit
Boss Construction	\$218,165	N – Taylor
Chezcore	\$224,307	N – Detroit
DC Byers	\$235,940	N – East Lansing (Clinton)
DRV Contractors	\$252,100	N – Shelby Twp.

Some of the local firms contacted who did not respond to this solicitation cited the following reasons:

- 1) Laux Construction (Dansville) – was unable to obtain pricing from its subcontractors in time to submit a bid.
- 2) Hilliard Masonry (Lansing) – time constraints did not allow for submitting a bid.
- 3) Davenport Masonry (Holt) – saw that there were quite a few contractors at the pre-bid and figured the competition was pretty stiff.

One bidder was late, and as such, had its bid rejected.

Recommendation:

Award a contract to Cusack's Masonry Restoration, Inc. in an amount not to exceed \$143,684 (includes \$10,000 for contingency.)

Advertisement:

The RFP was advertised in the Lansing State Journal, the New Citizens Press, various construction news services, and posted on the Purchasing Department Web Page.

Prevailing Wage:

Contractor is required to comply with the county's Prevailing Wage Policy.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH CUSACK'S MASONRY
RESTORATION, INC. TO PROVIDE TUCK POINTING SERVICES
AT THE GRADY PORTER BUILDING**

WHEREAS, the exterior of the Grady Porter Building is in need of restoration due to deterioration over time; and

WHEREAS, the building has some cracked stone and leaking windows that need to be repaired; and

WHEREAS, the funds for this project are available within the 2009 CIP Fund 245-26710-931000-9FC08; and

WHEREAS, after careful review of bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Cusack's Masonry Restoration, Inc., who submitted the lowest responsive and responsible bid in the amount of not to exceed \$133,684.00, which also reflects the payment of prevailing wage; and

WHEREAS, a contingency of \$10,000.00 is being asked for by the Facilities Department for any unforeseen circumstances that may arise with this type of restoration.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Cusack's Masonry Restoration, Inc. to perform restorations at the Ingham County Grady Porter Building for a cost of \$133,684.00 plus \$10,000.00 contingency for a total of \$143,684.00.

BE IT FURTHER RESOLVED, 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 September 3, 2009

Agenda Item Title: Resolution Authorizing the Replacement of the 3-Way Valves at the Ingham County Youth Center to be performed by Bel Mechanical

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS_ X_, Finance_ X_

Summary of Proposed Action:

This resolution will authorize an upgrade of the existing pneumatic controls to electronic controls to be able to control the building automation systems and provide consistent temperatures throughout the building at the Youth Center.

Financial Implications:

The cost to provide these services is \$9,820.00, and is available within the 2009 CIP line item - 245-66299-931000-9FC15 - Youth Center Valve Replacement.

Other Implications:

Bel Mechanical submitted the submitted the lowest bid and is not a local company (DeWitt).

Staff Recommendation: MJM_ 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.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 2, 2009

SUBJECT: Resolution Authorizing the Replacement of the 3-Way Valves at the Ingham County Youth Center to be Performed by Bel Mechanical

The resolution before you authorizes awarding a contract to Bel Mechanical for the purpose of upgrading the existing pneumatic controls to electronic controls is recommended to be able to control the building automation systems and provide consistent temperatures throughout the building.

The cost to provide these services is \$9,820.00 and is available within the 2009 CIP line item - 245-66299-931000-9FC15.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: September 2, 2009
SUBJECT: Bid Summary – Valve Replacement

Project Description:

This project consists of replacing valves for the air handler units at the Youth Center.

Bid Summary:

Vendors Contacted: 3 Local: 1
Vendors Responding: 3 Local: 1

The following firms submitted a bid:

<u>Firm</u>	<u>Cost</u>	<u>Local</u>
Bel Mechanical	\$9,820	N – Dewitt (Clinton)
Myers Plumbing & Heating	\$14,300	N – Lansing (Clinton)
Shaw-Winkler	\$16,500	Y – East Lansing

Recommendation:

Award a contract to Bel Mechanical in an amount not to exceed \$9,820.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE REPLACEMENT OF THE 3-WAY VALVES AT
THE INGHAM COUNTY YOUTH CENTER TO BE PERFORMED BY
BEL MECHANICAL**

WHEREAS, the valves on the mechanical system at the Youth Center are damaged beyond repair; and

WHEREAS, an upgrade of the existing pneumatic controls to electronic controls is recommended to be able to control the building automation systems and provide consistent temperatures throughout the building; and

WHEREAS, the funds for this project have been budgeted and approved in the 2009 Capital Improvement Plan line item number 245-66299-931000-9FC15-Youth Center Valve Replacement; and

WHEREAS, after receiving 3 competitive bids, the Facilities Department would like to award the contract to Bel Mechanical, who submitted the lowest bid in the amount not to exceed \$9,820.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Bel Mechanical, 504 Snapdragon, DeWitt, Michigan 48820, to replace the valves at the Youth Center, for a not to exceed cost of \$9,820.00.

BE IT FURTHER RESOLVED, 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 September 3, 2009

Agenda Item Title: Resolution Awarding a Contract to H & C Earthworks and Construction, LLC to Furnish Concrete Services at the Ingham County Courthouse and Sheriff's Office

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize a contract to H & C Earthworks & Construction, LLC for the purpose of replacing concrete at the Ingham County Courthouse and Sheriff's Office due to deterioration over time.

Financial Implications:

Cost = \$14,937.00 plus a contingency of \$1,500.00, for a total cost of \$16,437.00. Funding for the project is available in the 2008 CIP line item 245-90212-931000-8FC18.

Other Implications:

H & C Earthworks & Construction, LLC submitted the lowest bid and is not a local company (Bath).

Staff Recommendation: MJM 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.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 2, 2009

SUBJECT: Resolution Awarding a Contract to H & C Earthworks and Construction, LLC to Furnish Concrete Services at the Ingham County Courthouse and Sheriff's Office

The resolution before you authorizes awarding a contract to H & C Earthworks and Construction LLC for the purpose replacing concrete at the Ingham County Courthouse and Sheriff's Office due to deterioration over time.

Funding for the project is available in the 2008 CIP line item 245-90212-931000-8FC18.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: September 2, 2009
SUBJECT: Bid Summary – Concrete Restorations

Project Description:

This project consists of reconstructing the concrete drive at the Jail and reconstructing the concrete ramp, sidewalk, and curb at the Ingham County Courthouse.

Bid Summary:

Bidders contacted: 22 Local: 10
Bidders responding: 9 Local: 7

The following firms submitted a bid:

<u>Firm</u>	<u>Cost</u>	<u>Local</u>
H & C Earthworks & Construction	\$14,937	N – Bath
Pine Ridge Construction	\$17,200	Y – Stockbridge
JH Construction	\$17,230	Y – Mason
Laux Construction	\$24,640	Y – Dansville
Thatcher Construction	\$28,500	Y – East Lansing
Able Concrete	\$29,232	Y – Lansing
Rieth-Riley	\$30,710	Y – Mason
ET Mackenzie Co.	\$42,741	Y – Lansing
TCI Inc. of Michigan	\$69,065	N – Eaton Rapids (Clinton)

Some of the local firms contacted who did not respond to this solicitation cited the following reasons:

- 1) Bornor Restoration (Lansing) – too busy with other projects at this time to submit a bid for this project.
- 2) Beck Mobile Concrete (Williamston) – felt project was too big for its company to perform.

Recommendation:

Award a contract to H & C Earthworks and Construction, LLC in an amount not to exceed \$16,437 (includes \$1,500 for contingency.)

Advertisement:

The RFP was advertised in the Lansing State Journal, the New Citizens Press, various construction news services, and posted on the Purchasing Department Web Page.

Prevailing Wage:

Contractor is required to comply with the county's Prevailing Wage Policy.

Agenda Item 8d

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO H & C EARTHWORKS AND
CONSTRUCTION, LLC TO FURNISH CONCRETE SERVICES AT THE INGHAM
COUNTY COURTHOUSE AND SHERIFF'S OFFICE**

WHEREAS, the concrete is in need of improvements at the Courthouse and Sheriff's Office due to deterioration over the years; and

WHEREAS, the funds for this project are available within 2008 Capital Improvements Plan Line Item 245-90212-931000-8FC18; and

WHEREAS, the Purchasing Department solicited bids for this project, and after review, it is the recommendation of the Facilities Department in concurrence with the Purchasing Department to award a contract to H & C Earthworks and Construction, LLC to provide concrete services, for a not to exceed cost of \$14,937.00; and

WHEREAS, a contingency of \$1,500.00 would be needed for unforeseen circumstances that may arise during this process.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with H & C Earthworks and Construction LLC, 13111 Watson Road, Bath, Michigan 48808, to perform concrete services for a total cost of \$14,937.00 plus a contingency of \$1,500.00, for a total cost of \$16,437.00.

BE IT FURTHER RESOLVED, 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 September 3, 2009

Agenda Item Title: Resolution Authorizing the Installation of Recreational Vehicle Power Pedestals and Area Lighting at the Ingham County Fairgrounds to be Performed by Superior Electric of Lansing, Inc.

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS_X__, Finance_X__

Summary of Proposed Action:

This resolution will authorize awarding a contract to Superior Electric of Lansing, Inc. for the purpose of installing more campground electrical pedestals and lighting for continued growth of campers using the Fairgrounds.

Financial Implications:

Award a contract to Superior Electric in an amount not to exceed \$75,000 (includes \$5,150 for contingency).

Other Implications:

Funding for the project is available in the Hotel/Motel Fund for Fair CIP Projects. Superior Electric is a local vendor

Staff Recommendation: MJM_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.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 2, 2009

SUBJECT: Resolution Authorizing the Installation of Recreational Vehicle Power Pedestals and Area Lighting at the Ingham County Fairgrounds to be Performed by Superior Electric of Lansing, Inc.

The resolution before you authorizes awarding a contract to Superior Electric of Lansing, Inc. for the purpose of installing more campground electrical pedestals and lighting for continued growth amongst campers at the fairgrounds.

Superior Electric of Lansing, Inc., who submitted the lowest responsive and responsible bid, was chosen after going through a competitive bidding process and the recommendation of the Purchasing and Facilities Departments.

Funding for the project is available in the Hotel/Motel Fund for Fair CIP Projects.

I recommend approval of this resolution.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: September 2, 2009

SUBJECT: Bid Summary – Recreational Vehicle Power Pedestals & Area Lighting

Project Description:

This project consists of soliciting bids from qualified and experienced electrical contractors for the purpose of providing and installing recreational vehicle power pedestals and area lighting at the Ingham County Fairgrounds. The scope of work includes selective electrical demolition, and furnishing and installing light poles, RV pedestals, and exterior lighting controls.

Bid Summary:

Vendors Contacted: 20 Local: 7
 Vendors Responding: 14 Local: 1

The following firms submitted a bid:

<u>Firm</u>	<u>Cost</u>	<u>Local</u>
Superior Electric	\$69,850.00	N – Lansing (Clinton)
R M Electric	\$79,650.00	N – Lansing (Clinton)
DVT Electric	\$84,940.00	N – Grand Rapids
Allied Building Service	\$89,875.00	N – Detroit
Allstate Electric	\$92,000.00	N – Jenison
Corby Energy	\$97,000.00	N – Belleville
J Ranck	\$97,427.00	N – Mt. Pleasant
Electrical Insight	\$97,988.00	Y – Lansing
Wiltse Electric	\$100,400.00	N – Pinckney
Summit Contractors	\$101,308.00	N – Haslett (Clinton)
Delta Electrical Contractors	\$108,600.00	N – Lansing (Eaton)
Old Church Electric	\$117,189.00	N – Clark Lake
Town & Country Electric	\$128,887.00	N – Bay City
Rauhorn Electric	\$129,824.00	N – Macomb

Some of the firms contacted who did not respond to this solicitation cited the following reasons:

- 1) Lutz Electric (local – Holt) – has a smaller staff now and others have to pick up the slack. This bidding opportunity slipped through the cracks.

2) Metro Power & Lighting – received two bids just before the County’s was due and got very busy all at once; would not have had the time to work on this project.

Recommendation:

Award a contract to Superior Electric in an amount not to exceed \$75,000 (includes \$5,150 for contingency.)

Advertisement:

The RFP was advertised in the Lansing State Journal, various construction news services, and posted on the Purchasing Department Web Page.

Prevailing Wage:

Contractor is required to comply with the County’s Prevailing Wage Policy.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INSTALLATION OF RECREATIONAL VEHICLE POWER PEDESTALS & AREA LIGHTING AT THE INGHAM COUNTY FAIRGROUNDS TO BE PERFORMED BY SUPERIOR ELECTRIC OF LANSING, INC.

WHEREAS, due to continued growth amongst campers, more campground electrical pedestals and lighting for campers are needed; and

WHEREAS, the Purchasing and Facilities Departments both concur that a contract be awarded to Superior Electric of Lansing Inc., who submitted the lowest responsive and responsible bid in the amount of not to exceed \$69,850.00, which also reflects the payment of prevailing wage and in conjunction with a contingency of \$5,150.00 for unforeseen obstacles that may occur with the project; therefore, the total fee would be not to exceed \$75,000.00; and

WHEREAS, funds for this project are available within the Hotel/Motel Fund for Capital Improvement Plan Projects at the Fairgrounds.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Superior Electric of Lansing, Inc., 212 West Sheridan Road, Lansing, Michigan 48906, to provide campground pedestals for a cost of \$69,850.01 plus a contingency of \$5,150.00 for unforeseen items that may arise, for a total not to exceed cost of \$75,000.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, 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 August 27, 2009

Agenda Item Title: Resolution Approving a Collective Bargaining Agreement with the
ICEA Public Health Nurses Unit

Submitted by: T. A. Lindsey, Human Resources Director

Committees: LE____, JD____, HS____, CS_ X_, Finance X_

Summary of Proposed Action:

Non- Economic

- **Agreement Term:** 3 Years [1/1/2009 - 12/31/2011]
- **Article 3, Management Rights:** Article revised to permit reasonable suspicion drug testing of employees and to require disclosure of felony or misdemeanor convictions. Further, employees working with minors or who have access to minors records must disclose arrests or charges relating to child abuse or neglect.
- **Article 6 - Representation:** Provides that Union executive board members may have not more than eleven hours per month to attend grievance meetings or for Association business. However, prior approval of the department head is required before taking such time.
- **Article 7, Grievance Procedure:** Expands the election of remedy bar to include civil complaints or complaints filed with State or Federal agencies (the current provision only acts to bar complaints filed with State agencies.)
- **Articles 8, Maintenance of Discipline:** Provides that discipline shall be removed from an employee record – at request of the employee – after 24 months.
- **Article 10, Salaries:** Clarifies that new hires will be sign a form noting that they had been advised of credit given to new employees on the salary scale for prior public health nursing experience.
- **Article 13- Promotions and Demotions:** This Section was revised reduce to two days the internal posting requirement for lateral transfers and provides that interviews need not be conducted for lateral transfers.
- **Article 15 Holidays:** This section was revised to provide the standard provisions for eligibility for holiday pay– including that they must work their scheduled hours

(or be on an approved paid leave) the scheduled day before and after the holiday. In addition, the previous elimination of the Columbus Day holiday (and providing an additional 8 hours of bonus vacation).

- **Article 20 - Sick Leave:** This has been revised to clarify that employees must call into work at least an hour prior to the employee's scheduled starting time; and that donated sick time hours are not considered at hours utilized for the payout ratio.
- **Article 22 - Unpaid Leaves of Absence:** This Article revised to include the new "service member" and "qualifying exigency" provisions of the FMLA.

Economic

- **Article 10 - Salaries 10, On-Call Bonus:** The on call bonus increased by the same percentages as wages. (I.E. \$.05 per hour in 2009 and \$.03 in 2010 and 2011).
- **Article 14 - Vacation & Article 20 - Sick Leave:** Both Articles have been revised so paid accumulations are only earned when an employee receives compensation on the active payroll (i.e. prorated to not receive when on unpaid status). The current practice provides full accumulation if an employee receives any pay in a pay period. This change will be effective July 1, 2009, or when the ICEA Professional Units, the OPEIU Professional Units and non-union also change. *[The OPEIU has also tentatively agreed to the change.]* In addition, the vacation cap was raised from 300 hours to 320 hours. *[The other ICEA professional contracts provide for a cap of 380 hours – see the ICEA Professional unit and ICEA Court Employees unit. The Union requested that nurses—as professionals – be treated consistent with these contracts. While we refused to increase the cap consistent with the other ICEA professional units, we did offer a small 20 hour change, which was reluctantly agreed to by the unit.]*
- **Article 16 - Hospitalization - Medical Coverage:** The Health Coalition as approved are incorporated into the Agreement. For 2010 and 2011, the benchmarks will increase in an amount recommended by the Coalition and approved by the Board, but at least 2%.
- **Article 21 Funeral Leave–** Added persons who satisfy the requirements of resolution 08-042 (Other Qualified Adults) to the definition of immediate family which permits three days paid funeral leave. Also added step-parent and step children to the definition of non-immediate family which permits one day paid funeral leave. *(Consistent with other ICEA contracts).*
- **Article 31 - Salaries:**
2009 - 2% retroactive only to employees actively employed at ratification date.
2010 - 1%
2011 - 1%

- **Integration of the PHN 1 and PHN 2 Classifications**– The Department and Association identified that productivity (and morale) was being adversely effected by the separation of the public health nurse classification into two divisions. To increase productivity (i.e. billables) the parties agreed that effective July 1, 2009 the PHN I and II classifications would be integrated into a single “public health nurse” classification. Former PHN I nurses would be placed on the integrated grade 3 scale. However, to reduce the costs of the integration, the former PHN I employees would be reduced two (2) steps on the salary scale. The cost of this integration equalizes to \$10,000 per year over the life of the contract. However, to offset this cost – and because of the projected increased productivity from the integration, one current 1.0 FTE public health nurse position would be reduced to a .75 FTE public health nurse (a savings of roughly \$20,000 per year).
- **Letter Agreement Regarding Authority of the Department to Expand Hours To Include 10 Hour Shifts or Regularly Scheduled Evening or Saturday Schedules:** This letter agreement expressly removes the contract bar against the Department implementing 10 hour shifts or regularly scheduling unit members for Saturday or evening hours. In addition, if the Department does elect to provide expanded hours (10 hour shifts) or to regularly schedule evening or Saturday hours, the agreement requires a re-opener on the issues as to whether employees would be eligible for premium pay (under the former agreement, they would) and how the employees are selected (under the former agreement, the Department would first need to seek volunteers and thereafter would assign such hours based upon inverse seniority).
- **Letter Agreement Regarding Furlough Days.**
The Association has agreed to the Furlough Day plan sought by the County. However, because the Health Officer believes that certain of the Clinics/Operations staffed by unit members may need to remain open December 27, 28, and 29, 2010, the County and Association have agreed to the following caveat:

For those operations/clinics which the Health Officer determines cannot be closed December 27, 28, and 29, 2010, the Health Officer will have the discretion to either:

- a. Exempt employees, in whole or in part, from participation in this program where the employees are not funded (or fully funded) from County General Fund monies. However, the Health Officer may not exempt an position from this program if the position is fully funded by County General Fund monies, and may only partially exempt an employee from this program based upon the percentage of funding derived from County General Fund monies.
- b. Permit employees to take up to three (3) furlough days at a mutually agreed upon time during the 2010 calendar year.

Financial Implications: Cost included in the budget.

Other Implications: None.

Staff Recommendation: MM___ JN___ TL X TM___ JC___
Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A COLLECTIVE BARGAINING
AGREEMENT WITH
THE ICEA PUBLIC HEALTH NURSES UNIT**

WHEREAS, an agreement has been reached between representatives of Ingham County and the ICEA Public Health Nurses Unit during the period of January 1, 2009 through December 31, 2011; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the County Services and Finance Committees, and are within the guidelines established by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract with Ingham County and the ICEA Public Health Nurses Unit.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign the contract on behalf of the County.

BE IT FURTHER RESOLVED, that retro-pay if applicable shall not be paid until the contract is signed by both parties.

RESOLUTION STAFF REVIEW

DATE August 28, 2009

Agenda Item Title: Resolution Approving a Collective Bargaining Agreement with the ICEA County Professional Employees

Submitted by: T. A. Lindsey, Human Resources Director

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

1. Wages: January 1, 2009: 2%; January 1, 2010: 1%; January 1, 2011: 1%. No retro-pay to employees who terminated between 1/1/09 and ratification.
2. Duration: 3 year contract.
3. Article 5, Definition of Employees, Section 1: Clarification of holiday pay and vision coverage for part-time employees.
4. Article 10, Hours of Work, Section 3. Clarification of work breaks and lunch breaks.
5. Article 10, Hours of Work, Section 4. Clarification of travel time for general elections.
6. Article 10, Hours of Work, Section 9. Clarification of flex time.
7. Article 14, Discipline, New Section 4. Drug Testing.

The Employer, at its cost, may require an employee submit to drug and/or alcohol testing if the Employer has probable cause the employee is under the influence of alcohol or an illegal drug during work hours which may be affecting the employee's performance. "Probable cause" must be based on objective facts, including, but not limited to: (1) observation by the Employer that the employee is exhibiting irregular behavior, slurred speech, uncoordinated movement, or impaired judgment; or (2) detection by the Employer of the odor of alcoholic beverage or other indicia of the influence of alcohol and/or illegal drugs; or (3) detection by the Employer of the odor of illegal drugs or use of illegal drugs. The Employer shall support the Association and any employee who tests positive for alcohol or illegal drugs to assist the employee in their recovery efforts through an EAP or other means.

The foregoing obligation to support shall not diminish the Employer's right and responsibility to discipline for conduct resulting from the use of alcohol or illegal drugs.

New Section 5. Disclosure of Criminal Record.

- A. All employees shall fully disclose to their Department Head all past and future felony convictions. All employees shall fully disclose all work related misdemeanor convictions which occur after the ratification of this Agreement to their Department Head. The employee's mistaken conclusion regarding relatedness is not a defense to a failure to report. The Employer shall treat criminal records and reporting in a confidential manner with the exception that information which will be used to make employment related decision shall be filed in the employee's personnel file consistent with the Bullard-Plawecki Employee Right to Know Act. The Employer may conduct a criminal history search periodically on all employees at any time for any reason.**

- B. Any employees that work directly with minors or who will have access to minor's records that are convicted of a felony or misdemeanor, including expressly any law relating to drugs or other controlled substances, or are charged with a felony, or are placed on the Central Registry as a perpetrator, shall notify in writing their Department Head immediately, and in all cases, no later than five (5) days after such conviction, charge, or placement on the Central Registry. An employee must disclose to the Department Head any conviction resulting from such pending charges as described in this Section. However, as required by Federal regulation, employees working with minors must disclose any arrests or charges related to child sexual abuse, child abuse, or child neglect and the disposition of such arrest or charges, and may also be required to certify that no case of a child abuse or neglect has been substantiated against them. In every case, employees in positions that work directly with minor or who will have access to minor's records, shall undergo the background checks, and if they have not resided or lived in Michigan for each of the previous ten (10) years, they must also sign a waiver attesting to the fact that they have not been convicted of a felony or identified as a perpetrator.**

New Section 6. County Vehicles/Transporting Program Participants. Clarification of the employee's obligation to immediately notify their supervisor of a restriction, suspension or revocation of their driver's license and that the Employer reserves the right to verify such employee's driving records and driver's license status.

New Section 7.

The Employer agree to provide all newly hired supervisory and managerial employees with training on corrective and progressive disciplinary procedure(s), just cause and the role of the union in administering the collective bargaining agreement.

8. Article 15, Association Rights, Section 5, Special Meetings - Language clarification.
9. Article 17. Hospitalization—Medical Coverage. Add new 2009 Letter of Agreement on health care. Delete language which is no longer applicable.

Replace Section 11 with the following: **Certain individuals who satisfy the requirements of Resolution #08-042 will be provided health insurance (along with vision and dental coverage if available under the terms of the policies and any differential in cost to be paid by the employee) pursuant to the benefit eligibility requirements of the County, health care providers and IRS regulations. Such provision of health care benefits is subject to elimination or modification by the County to the extent permitted by law.**

10. Article 18, Life Insurance. Language clarification.
11. Article 19, Holidays, New Section 10. Clarification of use of flex time.
12. Article 20 Vacation. Clarification that vacation accrues on a pro-rata basis.
13. Article 21, Leaves of Absence. Add use of sick and funeral leave for “other qualified adults”.
14. Article 22, Disability Plan - clarification.
15. Article 24, Retirement, New Section 11. **The parties agree to study a MERS hybrid or other alternative plan(s) during the life of this contract. The parties agree to implement any provision(s) agreed upon during the life of this contract.**
16. Article 25, Travel Allowance. Change Section 1 as follows:

Section 1. Parking Allowance.

- A. **In the Employer’s sole discretion, employees will either be:**
 1. **Provided with free parking by the County closest to where the employee is normally scheduled to work, or**
 2. **Reimbursed up to the minimum group rate negotiated with the City of Lansing for the ramp closest to where the employee is normally**

scheduled to work payable on a monthly basis, provided the employee furnishes satisfactory proof of payment.

- B. **CATA Reimbursement.** In the event that an employee utilizes the CATA bus service and is not provided free parking by the County at their place of work, the EMPLOYER shall reimburse the employee upon satisfactory proof of purchase of bus passes. In no event shall reimbursement for bus passes exceed the parking reimbursement amount.
- C. **Waiver of Parking.** An employee who is assigned to the Grady Porter/Veterans Memorial Building, who does not use CATA reimbursement per B above and who is eligible for parking may waive the right to parking under this Article and instead receive a waiver payment in the amount of \$30 per month. The decision to waive parking shall be made a maximum of one (1) time per calendar quarter in monthly increments of 1, 2, or 3 months per waiver/quarter.

17. Letter of Agreement on CARES:

18. **Reclassifications.** The following positions will be reclassified, effective 1/1/09, as recommended by County Human Resources.

1. Operations Coordinator (formerly Provider Relations Coordinator).
2. Health Analyst Redlined at Pay Grade 8.

Financial Implications: Cost included in the budget.

Other Implications: None

Staff Recommendation: MM ___ JN ___ TL X TM ___ JC ___
Staff recommends approval of the resolution.

Agenda Item 9b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
WITH THE ICEA COUNTY PROFESSIONAL EMPLOYEES**

WHEREAS, an agreement has been reached between representatives of Ingham County and the ICEA County Professional Employees during the period of January 1, 2009 through December 31, 2011; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the County Services and Finance Committees and are within the guidelines established by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract with Ingham County and the ICEA County Professional Employees.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign the contract on behalf of the County.

BE IT FURTHER RESOLVED, that retro-pay if applicable shall not be paid until the contract is signed by both parties.

Agenda Item 10

RESOLUTION STAFF REVIEW

DATE: September 1, 2009

Agenda Item Title: Resolution Amending the Ingham County Living Wage Policy
Resolution #03-248

Submitted by: Purchasing Department

Committees: LE____, JD____, HS____, CS_ X_, Finance ____

Summary of Proposed Action: This resolution will authorize an amendment to the living wage policy to exclude contracts for Court ordered juvenile residential placement services.

Financial Implications: Currently, the Living Wage applies to contracts in excess of \$50,000.

Other Implications:
(See the attached communication from Sarah Deprez of the Family Division of Circuit Court.)

Staff Recommendation: MM__ JN_ X_ TL__ TM__ JC__
Staff recommends approval of the resolution.

MEMORANDUM

To: **Matthew Myers, Ingham County Controller**

From: Sara Deprez, Juvenile Programs Director

Date: August 27, 2009

Re: Request of an Amendment to Board Resolution #03-168, Living Wage Policy

The Board of Commissioners established a Living Wage Policy whereby vendors contracting with the County primarily to perform services are required to pay their employees a living wage if the total expenditure of the contract or the total value of all contracts the vendor has with the County exceeds \$50,000 in a twelve-month calendar, and the vendor employs five (5) or more employees.

Recently, the Court placed a young man in Abraxas Academy, a secure sexual offender program in Pennsylvania. The cost of placement for this youth is nearing the \$50,000 cap for services, whereby the policy requires Abraxas to pay its employees working directly on this contract a living wage. As you can see from the following attachment, there are a number of Abraxas' employees making below the living wage rate of \$13.78/hour. Abraxas believes that the application of the policy will cause an economic hardship to its agency.

The Living Wage Policy states that a non-profit human services agency may request a waiver of the provisions of the policy if it believes that the application of the policy would cause economic harm to the agency. Abraxas, however, is a for-profit human services agency. The policy does not currently have a provision for contracted services which are for-profit.

The youth placed in Pennsylvania is not near completion of his program, and we do not want to interrupt his treatment by moving him to another program. Therefore, the Family Division is requesting consideration of an amendment to the Living Wage Policy that would allow for the exclusion of Court ordered juvenile residential placements. The Court routinely uses programs to address the treatment needs of offenders. Because of the frequency of placements, it is requested that an exemption from the Living Wage Policy for all court-ordered placements such as this be granted by the Ingham County Board of Commissioners.

Abraxas Academy

Administrative Assistant I	Nonexempt	25,001.00	12.02	5/12/2008	
Administrative Manager I	Exempt	32,000.00	15.3846	8/28/2005	
Business Manager	Exempt	50,000.20	28.8463	3/17/2008	
Clinical Director I	Exempt	62,504.00	30.05	11/4/2006	
Clinician	Exempt	42,993.00	20.67	12/8/2008	
Clinician	Exempt	42,993.60	20.67	1/5/2009	
Clinician	Exempt	42,993.60	20.67	8/22/2006	
Clinician	Exempt	45,196.00	21.7	4/27/2008	
Clinician	Exempt	45,196.40	21.73	4/27/2008	
Clinician	Exempt	28,985.20	13.94	10/27/2008	
Counselor I (Non-Exempt)	Nonexempt	28,985.20	13.64	12/8/2006	
Counselor I (Non-Exempt)	Nonexempt	28,985.20	13.94	7/30/2007	
Counselor I (Non-Exempt)	Nonexempt	28,995.20	13.94	5/18/2008	
Counselor I (Non-Exempt)	Nonexempt	28,995.20	13.94	4/6/2009	
Counselor I (Non-Exempt)	Nonexempt	28,995.20	13.94	7/14/2008	
Counselor I (Non-Exempt)	Nonexempt	28,995.20	13.94	6/25/2007	
Counselor I (Non-Exempt)	Nonexempt	29,702.40	14.28	5/18/2008	
Counselor I (Non-Exempt)	Nonexempt	30,138.96	14.699	8/4/2008	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	4/6/2009	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	6/8/2009	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	4/6/2009	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	4/6/2009	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	6/8/2009	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	3/3/2008	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	3/22/2008	
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	1/28/2008	6/8/2008
Counselor I (Non-Exempt)	Nonexempt	30,430.40	14.63	12/8/2008	
Counselor I (Non-Exempt)	Nonexempt	30,451.20	14.64	8/12/2008	
Counselor I (Non-Exempt)	Exempt	33,009.00	15.8697	1/7/2008	
Counselor II (Non-Exempt)	Nonexempt	33,009.60	15.87	8/20/2007	
Counselor II (Non-Exempt)	Nonexempt	33,009.60	15.87	7/17/2008	
Counselor II (Non-Exempt)	Nonexempt	34,008.00	16.35	9/5/2008	
Counselor II (Non-Exempt)	Nonexempt	34,652.80	16.66	5/13/2009	
Counselor II (Non-Exempt)	Nonexempt	21,640.00	10.5	2/18/2008	
Custodian/Janitor	Nonexempt	23,920.00	11.5	7/7/2008	
Driver	Nonexempt	5,860.00	11.5	1/7/2008	
Driver	Nonexempt	23,920.00	11.5	7/14/2008	
Education Director I	Exempt	70,000.00	33.6538	8/16/2004	6/2/1/2006
Education Liaison I	Exempt	42,000.14	20.1024	1/7/2008	
Educational Supervisor	Exempt	41,228.00	19.8232	7/5/2005	
Human Resources Coordinator	Exempt	60,000.00	24.0385	1/7/2008	
Info Systems Analyst	Exempt	50,000.00	24.0385	3/24/2008	

Abrexas Ac-08emv

Life Skills Worker II	Noneempt	26,561.60	12.77	1/28/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	4/9/2009
Life Skills Worker II	Noneempt	26,561.60	13.77	1/28/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	2/9/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	4/27/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	1/5/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	12/11/2007
Life Skills Worker II	Noneempt	26,561.60	12.77	8/4/2008
Life Skills Worker II	Noneempt	26,561.60	12.77	10/27/2008
Life Skills Worker II	Noneempt	26,561.60	12.77	2/9/2009
Life Skills Worker II	Noneempt	26,561.60	12.77	11/10/2008
Life Skills Worker II	Noneempt	26,561.60	12.77	12/8/2008
Life Skills Worker II	Noneempt	26,561.60	12.77	1/10/2009
Life Skills Worker II	Noneempt	26,561.60	12.81	9/10/2007
Life Skills Worker II	Noneempt	27,809.60	13.37	1/7/2008
Life Skills Worker II	Noneempt	27,809.60	13.37	4/27/2009
Life Skills Worker II	Noneempt	27,802.80	13.41	11/10/2008
Life Skills Worker III	Noneempt	27,892.80	13.41	10/27/2008
Life Skills Worker III	Noneempt	27,903.20	13.44	2/16/2008
Life Skills Worker III	Noneempt	39,939.40	19.25	10/27/2008
LDN I	Noneempt	44,980.40	21.63	4/6/2009
Maintenance Supervisor II	Exempt	45,000.01	21.6346	10/9/2007
Mechanical Technician I	Noneempt	27,956.80	13.48	8/18/2009
Mechanical Technician	Noneempt	29,129.00	14	10/27/2008
Night Supervisor (exempt)	Exempt	29,000.14	13.9424	9/22/2008
Night Supervisor (exempt)	Exempt	31,491.20	15.14	5/15/2009
Nurse Manager	Exempt	85,000.00	31.25	4/13/2009
Nurse Manager IV	Exempt	100,000.00	48.6769	6/12/1995
Program Manager II	Exempt	65,000.00	31.25	5/7/2007
Program Manager II	Exempt	70,000.00	33.8535	1/30/2009
Qual. & Comp. Specialist	Exempt	60,060.00	26.875	4/27/1998
Quality Assurance Tech	Noneempt	36,000.00	17.3077	9/6/2008
Receptionist (9X)	Noneempt	11,960.00	11.6	4/16/2009
Receptionist	Exempt	41,996.00	20.19	10/27/2008
Secretary/Receptionist	Noneempt	25,001.60	12.92	10/27/2007
Teacher	Exempt	34,985.60	16.82	12/8/2009
Teacher	Exempt	34,985.60	16.82	9/8/2008
Teacher	Exempt	31,985.60	16.82	4/6/2009
Teacher	Exempt	35,009.40	16.83	8/11/2005
Teacher	Exempt	39,005.40	16.83	9/22/2008
Teacher	Exempt	35,344.17	16.9924	8/10/2007
Teacher	Exempt	37,998.74	18.2595	8/10/2007

Abnaxas Academy

Teacher	Exempt	38,804.44	18,056	8/12/2005	
Teacher	Exempt	39,998.40	19,23	2/9/2009	
Teacher	Exempt	41,000.00	19,715	8/11/2008	
Teacher	Exempt	42,993.60	20,67	10/9/2008	
Teacher, Special Education	Exempt	39,998.40	19,23	3/22/2009	
Teacher, Special Education	Exempt	43,000.00	20,6731	12/10/2007	
Trainer	Exempt	33,804.38	16,7621	4/22/2007	
Training Director	Exempt	67,625.51	32,5084	7/6/1998	10/5/2008
Treatment Supervisor	Exempt	43,000.00	20,6731	8/30/2004	
Treatment Supervisor	Exempt	43,000.30	20,6733	10/22/2007	7/20/2008
Treatment Supervisor	Exempt	44,690.40	21,63	5/18/2006	
Treatment Supervisor	Exempt	46,618.75	21,0321	6/27/2007	
Treatment Supervisor	Exempt	45,831.49	22,0344	5/10/2002	
Treatment Supervisor	Exempt	46,195.76	22,2085	7/12/2002	



September 9, 2009

Via email

Mr. James C. Hudgins, Jr.
Director of Purchasing
Ingham County Circuit Court
303 W. Kalamazoo St.
Lansing, MI 48901

RE: Living Wage Policy

Dear Mr. Hudgins:

Abraxas Academy is requesting a waiver from Ingham County's Payment of Living Wage Policy ("policy"). After a thorough review of our internal compensation practices as well as the local labor statistics, we believe that adhering to the policy would cause economic hardship to Abraxas Academy. The following are additional factors included in our analysis:

- We believe Abraxas Academy pays its hourly employees a competitive hourly wage for the services that they provide. Our wages are consistent across all of our programs throughout the state of Pennsylvania and are competitive with those of other similar service providers in the area.
- The hourly wage does not take overtime into account. Overtime is frequently available to our hourly employees.
- Promotional opportunities are available and Abraxas offers an annual merit review process which averages to a 2.5% wage increase.
- Abraxas Academy does not track the number of members in our employees' household, nor do we know the number of household members employed.

While we believe the employees at Abraxas Academy are paid a competitive wage and are afforded opportunities to advance within the company, we are not in a financial position to provide wholesale wage increases for employees at Abraxas Academy. As such, we request an exemption from Ingham County's Payment of Living Wage Policy.

Thank you for your assistance in this matter and please let me know if I can provide any additional information.

Regards,

Joseph Semulka
Director of Financial Operations

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING THE INGHAM COUNTY LIVING WAGE POLICY
RESOLUTION #03-248**

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #03-168 which established a policy requiring certain contractors to pay their employees a living wage; and

WHEREAS, the Board of Commissioners has determined it advisable to amend the policy to exclude contracts for Court ordered juvenile residential placement services.

THEREFORE BE IT RESOLVED, that Resolution #03-168 is amended to provide the following additional exemption in the appropriate part of the Resolution:

J. Contracts for services to be provided for Court ordered juvenile residential placements are exempt from this policy.

Agenda Item 12a

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JUANITA MITCHELL CHAPMAN

WHEREAS, Juanita Mitchell Chapman held the position of the Emergency Services Director for the Capital Area Community Services, Inc. from 1982 through 2009; and

WHEREAS, Juanita dedicated countless hours to the community as she volunteered for the Lansing Neighborhood Council, serving as President in 1990; South Precinct Board; Potter/Walsh Neighborhood Association, serving as President in 1990; Greater Lansing Neighborhood Homeless Resolution Network; Faith Fellowship Baptist Church in the capacity of Financial Secretary; and

WHEREAS, she also served on the Eastside Community Action Center Board of Directors; Flower in Bloom Committee; Paint Blitz Committee; Mayor David Hollister's Blue Ribbon Education Committee and Committee to Retain General Motors, and was also nominated for a Bea Christy award; and

WHEREAS, Juanita was an advocate for the poor and was always willing to do whatever she could for at risk youth and vulnerable adults; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Juanita Mitchell Chapman for the many contributions she has made to the citizens of Ingham County.

BE IT FURTHER RESOLVED, that Juanita touched the lives of many and will long be remembered for her devotion and commitment to the community.

Agenda Item 12b

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING CHARLES STRINGHAM

WHEREAS, the Webberville Masonic Lodge and Citizen of the Year Committee each year recognizes a outstanding volunteer; and

WHEREAS, Charles Stringham has been chosen as the Webberville Area Citizen of the Year for 2009; and

WHEREAS, Charles served his country as a Marine in World War II; and

WHEREAS, Charles has been a member in the community for many years and is an active member of the Webberville United Methodist Church; and

WHEREAS, Charles has been involved in the community and in the schools in many ways, speaking at the Memorial Day Ceremony honoring the military from the area, maintaining the monument by planting flowers and caring for them during the summer and volunteering at the school for track meets and wherever he is needed; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Charles Stringham as the 2009 recipient of the Webberville Area Citizen of the Year Award, the Board sincerely appreciates the contributions he has made to the citizens of Ingham County and congratulates him on receiving such an award.

BE IT FURTHER RESOLVED, that the Board wishes him continued success in all of his future endeavors.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING SEPTEMBER 25, 2009 AS
“MICHIGAN INDIAN DAY” IN INGHAM COUNTY**

WHEREAS, Michigan Indian Day was established in 1984 by former Michigan Governor William Milliken to acknowledge the many attributes Native Americans in Michigan have made to the State; and

WHEREAS, Native Americans were the original inhabitants of the land that now constitutes the County of Ingham, State of Michigan and the United States, according to the 2000 Census, Michigan’s Native population of 125,000 is the tenth largest in the nation, has the 4th largest American Indian population east of the Mississippi River, and includes 12 federally recognized tribal groups; and

WHEREAS, Native Americans have made distinct and important contributions to Ingham County and the rest of the world in many fields, including agriculture, medicine, music, language, and art, and they have distinguished themselves as local and national leaders, inventors, entrepreneurs, spiritual leaders, and scholars; and

WHEREAS, Michigan Indian Day is an excellent opportunity to allow Americans of all backgrounds to demonstrate their respect of and admiration for Native Americans for the richness of their contribution to the political, cultural, and economic life of the United States; and

WHEREAS, the fourth Friday of September has been designated as Michigan Indian Day to honor Michigan’s Native Americans and the multitude of contributions they have made to this great State and Country; and

WHEREAS, on Michigan Indian Day there are activities that will be occurring at Michigan State University and the Nokomis Learning Center to focus attention on the many cultural and historical contributions of Michigan’s Native American community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby designates September 25, 2009 as “Michigan Indian Day” in Ingham County.

BE IT FURTHER RESOLVED, that the Board urges all citizens to honor and recognize the achievements and significant contributions the Native American Community has made to the County of Ingham, State of Michigan and the United States.

August 24, 2009

Ingham County Board of Commissioners,

I write to notify the Board of my resignation as chairman and member of the Ingham County Environment Affairs Commission (EAC). I have accepted a position that takes my residence outside of Ingham County. My professional relocation necessitates my resignation.

I also write to notify the Board that the EAC has concluded that it is appropriate to dissolve at this point in time. While the EAC has always been comprised of well-intentioned and hard-working citizens, the group's efficacy has been somewhat limited of late. We have historically met quarterly; yet, on numerous occasions, we have failed to reach a quorum. During my tenure as chairman, the EAC decided to increase the frequency of our meetings in an attempt to increase attendance and productivity. I regret to report that those aims were not met. Reaching quorum has continued to be difficult, which makes progress difficult, if not impossible. Also, I am advised that two other members will not be seeking reappointment for the EAC. Bearing this in mind, coupled with my departure, I recommend that the EAC be dissolved at this time. Should the Board disagree, or at any point when new members are available, the Board should reconstitute and repopulate the EAC. If that does occur, I leave the suggestion that any future EAC be given a clearer mandate and broader authority to aid in its ability to make recommendations regarding the County's environmental policy.

The EAC continues to have slightly over \$1,000 in its account. I recommend that the Board take these funds at this point. Ms. Bennett should be able to effectuate a transfer.

I have enjoyed my service on the EAC. I thank the Board for appointing me to it. I also have enjoyed working with my fellow EAC members. I regret that my relocation requires my resignation. I wish the Board continued success in its important duty of serving the people of Ingham County.

Sincerely,

Russ Kayalhuna