

CHAIRPERSON  
CALVIN LYNCH

VICE-CHAIRPERSON  
CURTISHERTEL, JR.

VICE-CHAIRPERSON PRO-TEM  
THOMAS L. MINTER

COUNTY SERVICES COMMITTEE  
VICTOR CELENTINO, CHAIR  
DIANNE HOLMAN  
DEBBIE DE LEON  
ANDY SCHOR  
MICHAEL SEVERINO  
JOHN NEVIN

## **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 16, 2003 AT 7:00 P.M. IN THE PERSONNEL CONFERENCE ROOM, (D & E) OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [August 19, 2003 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Greater Lansing Convention & Visitors Bureau - Presentation on Branding Project
2. Board of Commissioners
  - a. Resolution to Revise the Application to Serve on Ingham County's [Advisory Boards](#) and Commissions
  - b. Resolution Designating the Month of October, 2003 "[Celiac Sprue Awareness Month](#)" in Ingham County
  - c. Resolution Honoring [Brenda Stoneburner](#)
3. Drain Commissioner - Resolution Pledging Full Faith and Credit to [Webberville](#) Industrial Park Branch of the Kalamink Creek Drain Drainage District and Auctioneer Drain, Webberville Industrial Park Branch County Drain Bonds
4. Circuit Court/Family Division
  - a. Reorganization of [Friend of the Court](#) Managerial Staff
  - b. Reorganization of [Juvenile Division](#) Managerial Staff
5. 55th District Court - Resolution to Authorize Entering Into Contract with the State Court Administrative Office for the U. S. Department of Justice [Byrne Memorial](#) Grant for the 55th District Court Drug Court
6. Equal Opportunity Committee - Status of Efforts to Improve Supplier Diversity

7. Ingham County Youth Commission - Resolution Authorizing the Establishment of a Special Part Time Ingham County Youth Commission Coordinator Position Within Ingham County MSU Extension
8. Financial Services Department - Resolution Authorizing Renewal of Agreement for Employee Disability Income Benefit Program
9. MIS Department - Resolution Approving Contracts with Dyntek and Hewlett Packard for the Purchase of Storage Area Network and Associated Professional Services for Installation
10. Facilities Department
  - a. Resolution Authorizing Entering into an Agreement with Tom's Advanced Paving Company to Perform Approximately 48,000 Sq. Ft. of Asphalt Work at Six Different County Facilities
  - b. Resolution Authorizing Entering into a Contract with Pine Ridge Incorporated to Replace the Retaining Wall at the Ingham County Correctional Facility
11. Human Resources Department
  - a. Emergency Staffing - Animal Control Dispatch (**for information purposes only**)
  - b. Resolution Approving the Contract Extension and Salary Adjustment of the Nurse Practitioners and Clinic Nurses' Unit
  - c. Resolution Approving the Contract Extension, Salary Adjustment and Job Study of the Public Health Nurses' Unit
  - d. 2003 Second Quarter Labor Force Statistic Report
12. Discussion Item - Regarding Project Labor Agreements
13. Communication - Correspondence from Karen Abramczyk Regarding the Road Commission
14. Controller's Office
  - a. Resolution Encouraging the United States Congress to Take Action on Legislative Remedies to Allow the Federal Highway Administration, the United States Department of Transportation and Other Agencies to Continue to Make Payments on Existing Obligations and Continue Operations Beyond September 30, 2003
  - b. Letter From Joe Cox and Letter from the Controller Regarding Webberville
  - c. Resolution Urging Support for the Ingham County Road Commission's Application for Federal and State Critical Bridge Funds to Replace the Old Plank Road Bridge over the Grand River in Onondaga Township
  - d. Update on Lansing DDA

15. Board Referrals

- a. Resolution from Lake County Expressing Support for Allowing for Change in the Composition of County Boards of [Road Commissioners](#)
- b. Resolution from Lake County Urging Counties to Request Local Government Participation in [State Purchasing](#) Program for Pharmaceutical Drugs
- c. Resolution from [Isabella County](#) Urging the State to Allow Local Government Participation in the State Prescription Drug Purchasing Program
- d. Resolution from [Cheboygan County](#) Urging the State to Allow Local Government Participation in the State Prescription Drug Purchasing Program

Announcements  
Public Comment  
Adjournment

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

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

## COUNTY SERVICES

August 19, 2003

Minutes

Members Present: Victor Celentino, Dianne Holman, Debbie DeLeon, Mike Severino

Members Absent: Andy Schor and John Nevin

Others Present: John Neilsen, Harold Hailey, Samantha Schultz, Pat Lamison, Travis Faulds and others

The meeting was called to order by Chairperson Celentino at 7:06 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

### Additions to the Agenda

- 4. Substitute Resolution
- 7b. Resolution

Limited Public Comment: None

- a. Ingham County Youth Commission - MSU Cooperative Extension Support of Youth Commission

Mr. Lessard explained that student interns cannot provide effective assistance for the Youth Commissioners because they cannot remain with them for longer periods of time. The Youth Commissioners have also expressed concerns regarding this issue. Mr. Lessard stated the MSU Extension is requesting a part-time coordinator position for 2004. The cost projection for this cost is just under \$11,000.

(Comm. Severino arrived at 7:11 p.m.)

The part-time coordinator would be a County employee. Ms. Lamison stated the position would cost approximately \$15.00 per hour. Mr. Hailey stated he was not sure if Human Resources has a part-time position which would pay \$15.00. Mr. Lessard stated the suggested hourly rate is only an attractive projection. Mr. Hailey indicated this issue could be worked out at a later date. The Committee discussed the possible financial implications of the part-time position.

The Youth's 2004 activities were reviewed at this time. Ms. Schultz stated the Commission would probably conduct one "ice breaker" activity in the fall for the new youth commissioners. Mr. Lessard explained that \$10 is supplied for each meeting for needed supplies. The unspent funds from each meeting will be returned to the Youth's budget. However, the unspent supply funds will not be spent on any other items or activities.

Comm. Holman proposed combining two youth advisor positions. She does not believe 15 hours would be attractive for prospective employees. Mr. Lessard stated this would be a possibility.

Chairperson Celentino expressed his concern that the Youth Commissioners need continuity which

is not provided for by interns.

Mr. Neilsen stated if this Committee was comfortable with the Extension's proposal, the Controller's Office would work out the details with Mr. Lessard and Human Resources. Comm. Holman stated she would support a more stable, long-term position. The Controller's Office should proceed with this matter.

After further discussion, Comm. Severino stated he trusts the Youth Commission will make it through their first meetings of 2004 with the support of our Committee. Chairperson Celentino agreed with this statement and also indicated he would be able to attend the Youth's first meeting in October. Chairperson Celentino also applauded the Youth Commission and the MSU Extension staffs for their efforts regarding youth. This Committee does understand the concerns of the Youth Commission.

Approval of the July 15, 2003 Minutes and Executive Session Minutes

MOVED BY COMM. DELEON, SUPPORTED BY COMM. SEVERINO, TO APPROVE THE JULY 15 MINUTES AS AMENDED AND THE EXECUTIVE SESSION MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

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

- b. Housing Commission - Resolution Accepting 2003 Capital Fund Program Grant from the U.S. Department of Housing and Urban Development in the Amount of \$90,554
- c. Health Department
  - a. Recommendation to Authorize a 90-Day Leave of Absence
  - b. Resolution to Authorize an Amendment to an Agreement with the Michigan Public Health Institute to Improve Breast and Cervical Cancer Control Program Services
- 7b. Board of Commissioners - Resolution Honoring the South Lansing Kiwanis Group for Donations of Playground Equipment at Hawk Island County Park
8. Greater Lansing Convention and Visitors Bureau - Quarterly Activity Report
9. Controller's Office - Wireless Access to County Network

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

4. Youth Center - Resolution to Authorize Staffing Adjustments in the Youth Center

MOVED BY COMM. DELEON, SUPPORTED BY COMM. SEVERINO, TO APPROVE THE RESOLUTION TO AUTHORIZE STAFFING ADJUSTMENTS IN THE YOUTH CENTER.

Comm. Severino indicated his understanding that the Youth Center was reducing over-time hours. However, this request would increase costs. Mr. Faulds addressed Comm. Severino's concern. The

position in question was a special part-time position which was made a three-quarter time position approximately 10 years ago. The Center is thinly staffed. Mr. Faulds explained the current position has been paid out at 39 hours per week for the past 10 years. Therefore, an increase of one hour per week would result from this action. Ms. Younger has costed this position.

Mr. Neilsen explained the Staff Review sheet's Financial Implications indicates an additional expense of \$2,843 in 2004. The long-term cost of changing this position from 3/4-time to full time is \$13,641. In response to Comm. Severino, Mr. Neilsen explained a resolution was approved last year which would authorize specific actions and expenditures if the Juvenile Justice Millage was approved.

After further discussion, Mr. Neilsen stated this Committee could hold a future meeting at the Youth Center. Comm. DeLeon repeated her request for truancy numbers in the Youth Center for 2003. Mr. Faulds explained the difficulty of obtaining these numbers. This request will take some time to complete. Comm. DeLeon also stated she would have liked to have been notified of staffing changes in the Youth Center. She expressed her opinion that the Youth Center staff be a culturally diverse staff. Youth within the Center should be able to look up to culturally diverse staff as role models. The Committee held a brief discussion regarding staffing issues in the Youth Center.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

5. Management Information Systems - Resolution Approving a Contract with Vista SG for the Purchase of Document Management/Imaging Software and Professional Services

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE RESOLUTION APPROVING A CONTRACT WITH VISTA SG FOR THE PURCHASE OF DOCUMENT MANAGEMENT/IMAGING SOFTWARE AND PROFESSIONAL SERVICES.

Mr. Neilsen explained the County presently has two document imaging systems. Probate Court uses the first system. The other system is used by the integrated judicial management system, Courtview. The proposed contract would consolidate the functions of the two systems. Consolidation of the functions will save the County a significant amount of money. The management of the systems will also be simplified.

Chairperson Celentino strongly expressed his concern that an MIS representative was not present this evening to address this matter. Constituents have expressed concerns regarding the Register of Deeds Office as it relates to MIS. Mr. Neilsen stated funds for this contract are within the MIS and IJIS Budget. The Courtview system is not being replaced. Maximus will maintain their current relationship with the County. The Committee consented to the following addition to the Resolution:

BE IT FURTHER RESOLVED, that Maximus will maintain its current relationship with the County.

(Mr. Neilsen will draft the appropriate language for this amendment.)

Chairperson Celentino requested the Controller's Office inform the MIS Director that he is expected to be present at a meeting when an MIS item is on the agenda. If he cannot be present, another MIS representative should be present. Mr. Neilsen stated he was unaware of the discussions Mr. Ambrose previously had with Mr. Taylor.

MOTION CARRIED UNANIMOUSLY as amended. Absent: Comms. Schor and Nevin

6. Human Resources Department - Resolution Approving the FOP/Animal Control Collective Bargaining Agreement

MOVED BY COMM. DELEON, SUPPORTED BY COMM. SEVERINO, TO APPROVE THE RESOLUTION APPROVING THE FOP/ANIMAL CONTROL COLLECTIVE BARGAINING AGREEMENT.

Mr. Hailey apologized to the Committee for not costing out the hourly wage adjustments for the Committee's review. Both parties to this Agreement are satisfied. In response to Comm. Severino, Mr. Hailey explained that Animal Control will follow the basic policy for filling in for Dispatch. Both parties have agreed to a priority call list. Chairperson Celentino asked that Mr. Fleming notify this Committee as to whether the list has been posted or not.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

6. Board of Commissioners

- a. Resolution Supporting the Kirtland's Warbler Initiative Replacing the Robin with the Kirtland Warbler as Michigan's State Bird

Chairperson Celentino asked if there was pending litigation regarding this matter. Comm. Severino stated he was unaware of any litigation. However, matters of this type always move very slowly. Comm. Severino further stated it may be more appropriate to designate a County bird instead of renaming the State bird.

MOVED BY COMM. SEVERINO, SUPPORTED BY COMM. DELEON, TO TABLE THE RESOLUTION SUPPORTING THE KIRTLAND'S WARBLER INITIATIVE REPLACING THE ROBIN WITH THE KIRTLAND WARBLER AS MICHIGAN'S STATE BIRD. MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor and Nevin

In regard to the Lansing Convention and Visitors Bureau, Mr. Neilsen stated Mr. Latke did contact him to ask if he could make his presentation to this Committee in September. This presentation will include staff reorganization.

j. Board Referrals

- a. Resolution from Berrien County Supporting its County Clerk's Efforts to Improve the Delivery of Election Ballots
- b. Resolution from Bay County Requesting Local Government Participation in the State Purchasing Program for Pharmaceutical Drugs
- c. Resolution from Schoolcraft County Requesting Local Government Participation in the State Purchasing Program
- d. Letter from White Oak Township, Expressing Support for the Development of a Purchase of Development Rights Program in Ingham County
- e. Resolution from Genesee County Regarding Importation of Solid Waste into Michigan (Attachments on File in the Clerk's Office)

Announcements

Chairperson Celentino reminded the Committee of the County Services Budget Hearing which is scheduled for September 4 at the Human Resources Building. The meeting will begin at 6 p.m.

Comm. DeLeon clarified her statements from the previous meeting regarding the South Side Community Showcase. The South Side Community Showcase is an event. Comparisons to that

event was for a summer program. Ingham County Contingency Funds are not intended to be used to fund events.

Public Comment      None

The meeting adjourned at 8:43 p.m.

Respectfully submitted,

Debra Neff



MEMORANDUM

TO: County Services Committee

FROM: Becky Bennett  
Board Coordinator

RE: Advisory Board Application

DATE: September 5, 2003

Chairperson Calvin Lynch has requested that the following language be added to the advisory board application to clarify that Ingham County appointees to boards and commissions serve at the pleasure of the Board.

“The applicant acknowledges that he or she serves at the pleasure of the Board of Commissioners and can be removed by the Board without cause unless a particular term is established by federal or state statute.”

**APPLICATION FOR APPOINTMENT**

**APPLICANTS MUST BE RESIDENTS OF INGHAM COUNTY**

Date Received \_\_\_\_\_

Submit completed application before deadline to:  
Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854  
or Fax to (517) 676-7264 or email to [bbennett@ingham.org](mailto:bbennett@ingham.org)

(PLEASE DO NOT SUBMIT RESUMES', this application will provide sufficient information)

Application for appointment to: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone # \_\_\_\_\_ Email address: \_\_\_\_\_ Work Phone # \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Length of residents in Ingham County \_\_\_\_\_

Education \_\_\_\_\_

Relevant Organizations/Affiliations \_\_\_\_\_

Relevant Employment/Volunteer Experience \_\_\_\_\_

Military Service (for Veteran's Affairs Committee Applicants) \_\_\_\_\_

Brief Statement as to interest in serving on this board/commission \_\_\_\_\_

**APPLICATION MUST BE COMPLETED ON THE BACK TO BE VALID**

**APPLICATION FOR APPOINTMENT**

Have you been convicted of a felony within the past 10 years?      yes \_\_\_\_\_ no \_\_\_\_\_

If so, please explain (You do not need to disclose a felony that has been legally expunged.) \_\_\_\_\_

Are there any felony charges pending against you?      yes \_\_\_\_\_ no \_\_\_\_\_

If so, please explain. (Answering yes to either question does not necessarily disqualify an applicant.) \_\_\_\_\_

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

**APPLICATIONS WILL BE VOID AFTER EXPIRED TERM VACANCIES ARE FILLED  
UNLESS STATEMENT BELOW IS SIGNED.**

If not appointed, I wish my application to be kept on file for five months after expired term vacancies are filled and I understand after that time a new application may be necessary.

Signature \_\_\_\_\_

The following questions are voluntary and intended to insure the County Boards and Commissions represent a cross section of the community:

Date of Birth \_\_\_\_\_ Race \_\_\_\_\_ Sex \_\_\_\_\_

**The applicant acknowledges that he or she serves at the pleasure of the Board of Commissioners and can be removed by the Board without cause unless a particular term is established by federal or state statute.**

Signature \_\_\_\_\_

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO REVISE THE APPLICATION TO SERVE ON INGHAM COUNTY'S ADVISORY  
BOARDS AND COMMISSIONS**

WHEREAS, the Board of Commissioners has established a number of advisory boards and commissions in order to advance the welfare of the citizens of Ingham County; and

WHEREAS, some of these boards have specific areas of responsibility authorized by the Board of Commissioners or state law to oversee certain departments or programs, while others have been created to focus on certain interests; and

WHEREAS, all Ingham County appointees have been appointed to serve as advisors and represent the interests of the Board of Commissioners; and

WHEREAS, the Board of Commissioners wishes to add language to the application form for clarification.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby add the following language to the Application for Appointment to Ingham County Advisory Boards and Commissions:

The applicant acknowledges that he or she serves at the pleasure of the Board of Commissioners and can be removed by the Board without cause unless a particular term is established by federal or state statute.

BE IT FURTHER RESOLVED, that the Board Coordinator will make the necessary changes to the application.

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION DESIGNATING THE MONTH OF OCTOBER, 2003 “CELIAC SPRUE AWARENESS MONTH” IN INGHAM COUNTY**

WHEREAS, Celiac Sprue is a disease in which the lining of the small intestine is damaged in the presence of proteins from wheat, oats, rye, barley or spelt; and

WHEREAS, it is an inherited illness, the genes responsible for the disease are present throughout life; and

WHEREAS, the onset of the disease has no age restriction, but there are many hypotheses related to possible causative factors; and

WHEREAS, Celiac Sprue was first described in the second century, however, it wasn't until the 20<sup>th</sup> century that rudimentary causative factors have been known; and

WHEREAS, Celiac Sprue Awareness Month has been designated to promote a greater awareness of the disease and its symptoms, and to increase the level of understanding, support and compassion for those inflicted with the illness.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby designates the month of October, 2003 as Celiac Sprue Awareness Month in Ingham County.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING BRENDA STONEBURNER**

WHEREAS, Brenda Stoneburner has served as the Executive Director of the Lansing Area AIDS Network for nearly 7 years; and

WHEREAS, her vision of a strong, healthy and responsive client-centered AIDS Service Organization has been solidly established under her direction; and

WHEREAS, as Director, she helped to broaden and solidify programs of inclusion and support for those affected by HIV Disease and helped to establish the Lansing Area AIDS Network as a leader in the fight against AIDS in the State of Michigan; and

WHEREAS, Brenda's commitment, dedication, compassion and vision helped to strengthen and focus the Lansing Area AIDS Network and its response to HIV and AIDS, establishing her as a significant leader in the fight against AIDS, earning her the respect of her peers and colleagues, as well as the local HIV AIDS community; and

WHEREAS, she is widely recognized for her work on behalf of people living with HIV and AIDS and has shown extraordinary strength of leadership as she helped to forge new alliances and build strong bridges into traditionally disenfranchised communities served by the Lansing Area AIDS Network; and

WHEREAS, Brenda is recognized not only for her leadership in the fight against this staggering health crisis, but she has shown extraordinary compassion to those who, in their most challenging hour, turned to the Lansing Area AIDS Network for hope and support; and

WHEREAS, Brenda Stoneburner will be leaving her position as Executive Director of the Lansing Area AIDS Network.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Brenda Stoneburner for the many significant contributions she has made to the Lansing Area AIDS Network and to the citizens of Ingham County, especially the Greater Lansing HIV and AIDS Community.

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

RESOLUTION STAFF REVIEW

DATE September 9, 2003

Agenda Item Title: Resolution Pledging Full Faith and Credit to Webberville Industrial Park Branch of the Kalamink Creek Drain Drainage District and Auctioneer Drain, Webberville Industrial Park Branch County Drain Bonds

Submitted by: Drain Commissioner

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

Summary of Proposed Action: This resolution authorizes Pledging Full Faith and Credit to Webberville Industrial Park Branch of the Kalamink Creek Drain Drainage District and Auctioneer Drain, Webberville Industrial Park Branch County Drain Bonds.

Financial Implications: The Bonds (i) will be issued in a principal amount not greater than \$750,000 for Kalamink Creek Drain Drainage District and \$2,300,000 for Auctioneer Drain Drainage District; (ii) will mature and be payable as to principal on May 1 of each year commencing not later than May 1, 2005, or such other dates as determined by the Commissioner, with the last such payment due not later than May 1, 2025; (iii) will bear interest at a rate not in excess of 7.0% per annum payable on November 1, 2003 and on the first day of each May 1 and November 1 (or such other dates as determined by the Drain Commissioner) thereafter until maturity; and (iv) will be subject to optional redemption prior to maturity as determined by the Drain Commissioner.

Other Implications: None

Staff Recommendation: JA X JN \_\_\_\_ HH \_\_\_\_  
Staff recommends the approval of this resolution.

# Patrick E. Lindemann

## Ingham County Drain Commissioner

PO Box 220  
707 Buhl Avenue  
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364



Carla Florence Clos  
*Deputy Drain Commissioner*  
Cecelia Kramer  
*Deputy Drain Commissioner*  
Paul C. Pratt  
*Deputy Drain Commissioner*  
David C. Love  
*Chief of Engineering and Inspection*  
Sheldon Lewis  
*Administrative Assistant*

# Memo

**To:** COUNTY SERVICES COMMITTEE AND FINANCE COMMITTEE

**From:** Cecelia Kramer, Deputy Drain Commissioner

**Date:** September 4, 2003

**Re:** Improvements to the Auctioneer, Webberville Industrial Park Branch  
Drain and the Webberville Industrial Park Branch of the Kalamink Creek Drain

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The Drain Commissioner is requesting that the Board of Commissioners grant full faith and credit of the county for the bonds which will finance these two storm drain construction projects. Such action by the Board is customary because it helps to obtain a lower interest rate on the bonds, resulting in lower costs for the property owners of the drainage district who are liable to pay for the project.

The projects resulted from petitions by the Webberville Downtown Development Authority in February 2000 to alleviate flooding conditions in their new Industrial Park. The project will be accomplished by re-digging the Auctioneer Drain south of Grand River Avenue and installing several detention/retention basins and a larger culvert under the CSX Railroad. The Webberville Industrial Park Branch of the Kalamink Creek project will create more drainage, enhance a wetland/detention area and provide a correctly sized weir system for water balancing. The projects will help meet Phase II, Federal Clean Water Act goals.

The engineering is done, and bids have been opened. The apparent low bid with related contacts is for \$906,730 and \$323,213 respectively, with total costs for each project being computed at \$2.25 million and \$750,000.

Pat Lindemann or I plan to attend your meetings on September 16 and 17 to answer questions.



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO WEBBERVILLE INDUSTRIAL PARK  
BRANCH OF THE KALAMINK CREEK DRAIN DRAINAGE DISTRICT AND AUCTIONEER  
DRAIN, WEBBERVILLE INDUSTRIAL PARK BRANCH COUNTY DRAIN BONDS**

WHEREAS, the Ingham County Drain Commissioner (“the Commissioner”) intends to issue Bonds for the Auctioneer Drain, Webberville Industrial Park Branch County Drain and the Webberville Industrial Park Branch of the Kalamink Creek Drain Drainage District (the “Bonds”) pursuant to Section 275 of the Drain Code of 1956, as amended (the “Code”), for drain improvements made within the Kalamink and Auctioneer Drainage Districts (the “Districts”); and

WHEREAS, the Commissioner has represented to this Board that the Bonds (i) will be issued in a principal amount not greater than \$750,000 for Kalamink Creek Drain Drainage District and \$2,300,000 for Auctioneer Drain Drainage District; (ii) will mature and be payable as to principal on May 1 of each year commencing not later than May 1, 2005, or such other dates as determined by the Commissioner, with the last such payment due not later than May 1, 2025; (iii) will bear interest at a rate not in excess of 7.0% per annum payable on November 1, 2003 and on the first day of each May 1 and November 1 (or such other dates as determined by the Commissioner) thereafter until maturity; and (iv) will be subject to optional redemption prior to maturity as determined by the Commissioner; and

WHEREAS, although the principal of and interest on the Bonds will be payable first and primarily from the assessments to be made on property within the Districts as provided in the Code, the Commissioner has requested that the County support the Bonds with a pledge of its full faith and credit as provided in Section 276 of the Code; and

WHEREAS, this Board finds that pledge of its full faith and credit in support of the Bonds will reduce the cost of providing necessary drain improvements in the Districts and thereby aid the health, welfare and well being of the people of the County and the State of Michigan.

THEREFORE, BE IT RESOLVED, the Ingham County Board of Commissioners pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds and agrees that it will levy each year such ad valorem taxes as shall (taking into account other available amounts) be necessary for the payment of such principal and interest.

BE IT FURTHER RESOLVED, that any amounts advanced by the County pursuant to the pledge set forth in paragraph 1 above shall be repaid to the County from assessments or reassessments with the Districts as provided in the Code.

**Agenda Item 4**

RESOLUTION STAFF REVIEW:

DATE: August 27, 2003

Agenda Item Title: 1a. Resolution Reorganization of Friend of the Court Managerial Staff  
1b. Resolution Reorganization of Juvenile Division Managerial Staff

Submitted by: Don Reisig, Deputy Court Administrator, Family Division/Friend of the Court

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

Summary of Proposed Action: This resolution would change current Assistant Administrator/Court Services M-13 to M-14, current Juvenile Services & Treatment Director M-12 to M-13, and current Assistant FOC/Operations —10 to M-12.

Financial Implications: Additional cost for 2003 is \$4000. Because these positions are funded partially from child care fund, Juvenile Justice Millage and Friend of the Court Fund, the additional 2003 General Fund cost is \$1,143. The long term cost is \$23,789. The General Fund long-term cost would be \$8,772.

Other Implications: None.

Staff Recommendation: JA\_\_\_\_ JN\_\_\_\_ HH\_\_\*

Staff recommends approval as to the appropriate classification based on the job evaluation study.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**REORGANIZATION OF FRIEND OF THE COURT MANAGERIAL STAFF**

WHEREAS, the Circuit Court Family Division has recommended a reorganization, which realigns the duties of the Assistant Friend of the Court/Operations, taking into account new responsibilities that have been assigned to this position because of the mandate by the State of Michigan for the change in child support computer systems, and in recognition of the Assistant Friend of the Court/Operations assuming new duties in developing appropriate accounting and budgetary practices for the Juvenile Division of the Family Court; and

WHEREAS, the primary reason for this reorganization is to recognize the impact of computer operations and appropriate financial accounting upon the operation of the office of Friend of the Court, and the accounting and budgetary responsibilities that have been added to the Juvenile Division by the adoption of the juvenile justice millage, the expansion of the Child Care Fund, and the efforts necessary to insure appropriate State payment to the Child Care Fund for both abused and neglected children (foster care), and for delinquent youth in Ingham County; and

WHEREAS, the Human Resources Department has evaluated and concurs with this request; and

WHEREAS, the implementation of this request will result in a more efficient operation of the Family Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Family Division of the Circuit's recommendation for reorganization as follows:

Position:	FOC RMB 14
Change from:	Assistant Friend of the Court/Operations M10
Change to:	Assistant Friend of the Court/Operations M12

BE IT FURTHER RESOLVED, that the incumbent in position FOC RMB 14 be moved from level M10, Step 5 (\$59,213) to level M12, Step 3 (\$62,668), as provided for under the current Managerial/Confidential Personnel Manual.

BE IT FURTHER RESOLVED, that this reorganization shall become effective the pay period following the adoption of this resolution by the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Controller make the necessary adjustments to the proper 2003 and 2004 budgets and that the 2003 general fund cost of \$327 will come from salary attrition in the Friend of the Court budget.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**REORGANIZATION OF JUVENILE DIVISION MANAGERIAL STAFF**

WHEREAS, the Circuit Court Family Division has recommended a reorganization which realigns the duties of the Assistant Administrator/Court Services (position PROCRT 133) and the position of the Juvenile Services and Treatment Director (PROCRT 134), with a net result of creating new salary levels; and

WHEREAS, the primary reason for this reorganization is to provide a more direct line of authority in establishing responsibility for the positions, as well as recognition of the additional duties that have been assigned to these functions through the Family Court reorganization and because the recent adoption of the juvenile justice millage has created additional responsibilities for both of these positions; and

WHEREAS, the Human Resources Department has evaluated and concurs with the request for the “upgrading” of these positions; and

WHEREAS, implementation of this request will result in a more efficient operation of the Juvenile Division of the Family Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Juvenile Division reorganization as follows:

Position:	PRO CRT 133
Change from:	Juvenile Division Assistant Administrator/Court Services Level M13
Change to:	Juvenile Division Administrator Level M14

Position:	PRO CRT 134
Change from:	Juvenile Services & Treatment Director Level M12
Change to:	Juvenile Services & Treatment Director Level M13

BE IT FURTHER RESOLVED, that pursuant to the provisions of the current Managerial and Confidential Employee Personnel Manual for Court Employees, the incumbent in position PRO CRT 133 (Oliver) shall be moved from salary level M13, Step 5 (\$73,450) to salary level M14, Step 5 (\$79,135) as provided under that Agreement and Personnel Manual, and the incumbent in position PRO CRT 134 (Buck) shall be moved from salary level M12, Step 5 (\$68,658) to salary level M13, Step 5 (\$73,450).

BE IT FURTHER RESOLVED, that this action shall become effective the pay period following the adoption of this resolution by the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Controller make the necessary adjustments to the proper 2003 and 2004 budgets and that the 2003 general fund cost of \$816 will come from salary attrition in the Family Court Budget.

RESOLUTION STAFF REVIEW

**DATE:** September 2, 2003

**Agenda Item Title:** Resolution to Authorize Entering into Contract with the State of Michigan, Office of Drug Control Policy for the U. S. Department of Justice Byrne Memorial Grant for the 55th District Court Drug Court

**Submitted by:** District Court

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

**Summary of Proposed Action:** (see project summary)

This resolution will authorize District Court to accept a Byrne Memorial and Local Law Enforcement Block Grant through the State of Michigan, Office of Drug Control Policy and to enter into contract for the 55th District Court Drug Court.

**Financial Implications:** (see attached grant budget)

There is one new grant Probation Officer position created and no new local hard cash match requirement for this grant. All the match will be provided by State of Michigan, Office of Drug Control Policy.

Total Budget \$ 93,334

Total Byrne Grant \$70,000

Local match (provided by State of Michigan, Office of Drug Control Policy) \$23,334

**Other Implications:** This is a one year grant that may be available for up to four years.

**Staff Recommendation:** JA \_\_ JN \*\_\_ HH \_\_

This resolution should be approved.

cc: Beryl Frenger

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ENTERING INTO CONTRACT WITH THE STATE OF MICHIGAN, OFFICE OF DRUG CONTROL POLICY FOR THE U. S. DEPARTMENT OF JUSTICE BYRNE MEMORIAL GRANT FOR THE 55TH DISTRICT COURT DRUG COURT**

WHEREAS, the Ingham County 55th District Court in cooperation with the Ingham County Board of Commissioners has assembled a Drug Court Team that has planned for the implementation of a drug court, attended federal training programs to prepare for the advent of drug court, and applied for federal grants; and

WHEREAS, the Ingham County 55th District Court applied for funds for the Byrne Memorial and Local Law Enforcement Block Grant through the State of Michigan, Office of Drug Control Policy for the 55th District Court Drug Court; and

WHEREAS, the Ingham County 55th District Court has been notified that Ingham County will be awarded the Byrne Memorial and Local Law Enforcement Block Grant through the State of Michigan, Office of Drug Control Policy for the 55th District Court Drug Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into contract for the Byrne Memorial and Local Law Enforcement Block Grant through the State of Michigan, Office of Drug Control Policy and to enter into contract for the 55th District Court Drug Court in the amount of \$93,334 including \$70,000 from the Byrne Grant and \$23,334 from State of Michigan, Office of Drug Control Policy during the time period of October 1, 2003 through September 30, 2004.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a new Probation Officer position to be effective the date of the contract and subject to the availability of grant funds.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller to make the necessary budget adjustments in the Ingham County District Court's 2003 and 2004 budgets and Position Allocation List.



JENNIFER M. GRANHOLM  
GOVERNOR

One Michigan

STATE OF MICHIGAN  
**OFFICE OF DRUG CONTROL POLICY**  
Department of Community Health

Yvonne Blackmond  
Director

JANET DLSZEWSKI  
DIRECTOR  
Department of Community Health

August 6, 2003

Officer Beryl Frenger  
Chief Probation Officer  
55th District Court  
700 Buhl Dr.  
Mason, MI 48842

RE: **Sobriety/Drug Court**  
**ODCP# 72148-1-03-B**

Dear Officer Frenger:

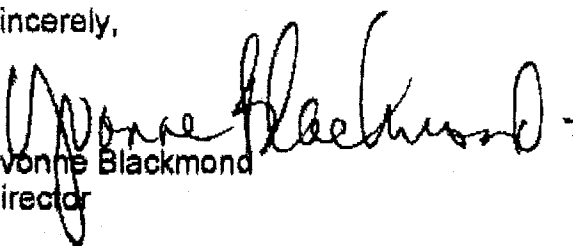
I am delighted to inform you that your application has been selected to receive grant funding beginning October 1, 2003. The Office of Drug Control Policy received more than \$23 million in application requests for Byrne and Local Law Enforcement Block Grant funding this cycle, and slightly less than \$17 million was available to award. Many excellent concepts were presented and the decision making process was quite challenging due to the amount of available funding. The **federal funds award** for your project is **\$70,000**.

Shortly, you will receive an email from our office, advising you of the procedure for downloading the contract from the MAGIC system. Each contract will have a start date of October 1, 2003. **As part of the federal requirements for your contract, it is necessary that we receive a copy of your agency's EEO requirements. You may submit this information to our office either via email to [MDCH-ODCP@michigan.gov](mailto:MDCH-ODCP@michigan.gov) or via first-class mail to the address listed at the bottom of this letterhead.**

On behalf of Governor Jennifer Granholm and Lieutenant Governor John Cherry, congratulations on this award. Reducing and preventing drug use, trafficking, and crime remains a top priority of this Administration, and your organization's efforts are valued and appreciated.

If you have any questions or concerns, please contact Jackie Wood at (517) 373-4316.

Sincerely,

  
Yvonne Blackmond  
Director

rml

**PROGRAM BUDGET SUMMARY**  
**BYRNE MEMORIAL FORMULA AND LOCAL LAW ENFORCEMENT BLOCK GRANT**  
**FY 2003 - 2004**

Program: Sobriety/Drug Court		Date Prepared: 8/28/2003	Page: 1	Of: 1
Contractor Name: 55th District Court		Budget Period: 10/1/2003 - 9/30/2004		
Mailing Address: 700 Buhl Drive		Budget Agreement: <input checked="" type="checkbox"/> Original <input type="checkbox"/> Amendment		Amendment Number:
City: Mason	State: MI	Zip Code: 48854	Payee Federal ID Number: 38-6005629	

EXPENDITURE CATEGORY	STATE FUNDS	LOCAL MATCH	TOTAL BUDGET
1. Salaries and Wages	\$32,248	\$10,750	\$42,998
2. Fringe Benefits	\$13,851	\$4,617	\$18,468
3. Travel			
4. Supplies and Materials	\$2,667	\$889	\$3,556
5. Contractual (Subcontracts)	\$18,234	\$6,078	\$24,312
6. Equipment			
7. Other Expenses	\$3,000	\$1,000	\$4,000
8. <b>TOTAL DIRECT EXPENDITURES</b>	<b>\$70,000</b>	<b>\$23,334</b>	<b>\$93,334</b>
9. Indirect Costs: _____ 0 %	\$0	\$0	\$0
10. <b>TOTAL EXPENDITURES</b>	<b>\$70,000</b>	<b>\$23,334</b>	<b>\$93,334</b>

SOURCE OF FUNDS	STATE FUNDS	LOCAL MATCH	TOTAL BUDGET
11. State Agreement	\$70,000		\$70,000
12. Fees and Collections		\$0	\$0
13. Local		\$23,334	\$23,334
14. Federal		\$0	\$0
15. Other (s)		\$0	\$0
16. <b>TOTAL FUNDING</b>	<b>\$70,000</b>	<b>\$23,334</b>	<b>\$93,334</b>

<b>Authority:</b> P.A. 368 of 1978 <b>Completion:</b> Is Voluntary, but is required as a condition of funding. DCH-0385(E) (Rev. 6-02) (Excel) Previous Edition Obsolete. Also Replaces FIN-110	The Department of Community Health is an equal opportunity employer, service, and programs provider.
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**PROJECT DESCRIPTION**  
**BYRNE MEMORIAL FORMULA AND LOCAL LAW ENFORCEMENT BLOCK GRANT**  
**FY 2003 - 2004**

**Instructions:** Please type the Project Description below.

The Sobriety Court will reduce the incidence of repeat offense drunk driving by promoting recovery of offenders charged with drinking/driving offenses while increasing public safety. In order to achieve this, we will utilize intensified treatment, supervision and monitoring of the participants. We will employ a "team" approach to ensure the participant receives treatment and support which is tailored to his/her addiction. We believe through an intense coordinated, collaborative response to offenders dependent on alcohol and other drugs, that dependency and abuse is reduced, and the incidence of subsequent offenses is reduced.

Typically, it can take between three to six months for an OUIL offender to be sentenced, after arrest. During that time, their addiction is not addressed. We currently place defendants on probation, for an average of nine months to one year for a repeat offense drunk driving conviction. He/she is then referred to treatment. We require random alcohol/drug screenings, attendance at group and individual counseling and support groups and monthly meetings with a Probation Officer.

Incarceration is currently used as deterrent for violations of probation, as well as for initial impact. Again, it may take weeks, if not a couple of months before a probation hearing is held to address a relapse or violation in the traditional court setting. This is due to nearly 800 offenders on probation and only three Probation Officers to oversee their progress.

We believe by changing our entire system to a fast-track, intensive, team approach, with treatment of the addiction as the primary focus, we will reduce the number of probation violation hearings which, in turn, reduces the number of persons sent to our overcrowded county jail. Thus, saving the county and taxpayers an enormous financial burden, as well as strengthening the offenders home, life and future.

Our team consists of the Judge, Prosecutor, Defense Attorney, treatment provider, Probation Officer and others, as deemed necessary. The team, as a whole, will assist the defendant in successfully completing the Sobriety Program by placing the participant in a treatment program that will meet his/her needs, offering support and encouragement, and when necessary appropriate, graduated sanctions for noncompliance. Removal from the program and incarceration would be the final step taken.

Presently, an offender who relapses is dealt with in a probation violation hearing, with incarceration being the standard punishment assessed. After one to three violation hearings, the offender is typically revoked from probation and sent to jail for an extended period of time, up to and including one year. While we realize that relapse is part of addiction, and thus penalties should be assessed, we also recognize that incarceration and probation revocation will only hinder their road to recovery, as well as taking up scarce jail-bed space.

The Sobriety court will utilize incentives and sanctions based upon each individual situation. Emphasis will be placed on supporting the individual. Sanctions will be graduated and could include: increased drug/PBT testing, return to previous phase of program, community service work, etc. While addressing each person's needs, individually, we will remain consistent and fair, utilizing the contract signed by each participant as a guiding tool.

Sobriety court will utilize a "hands-on" approach by the Judge, with offenders being accepted into the program and seen by the Judge over the period of a minimum of 48 weeks. Initially, they will meet with the Judge on a bi-weekly basis, eventually moving to monthly meetings. Additionally, they will move through four phases and be placed on intensive probation.

The program phases are listed below:

PHASE I

(Minimum of 12 weeks)

- Attend Sobriety Court and meet with the Judge on a BI-WEEKLY basis, following all rules/conditions as set forth in the contract
- Meet with Probation Officer a minimum of ONCE weekly and additional times, as needed
- Attend a group introductory meeting with a graduate during the first month
- Attend all treatment sessions as ordered in the treatment plan
- Submit to random PBT's (up to daily)
- Submit to random weekly urine screens
- Attend 12 step recovery groups (such as AA) five times weekly
- Maintain/secure employment
- Follow through with other referrals (GED, lifeskills, etc)

PHASE II

(Minimum of 12 weeks)

- Attend Sobriety Court and meet with the Judge on a MONTHLY basis, following all rules/conditions as set forth in the contract
- Meet with Probation Officer a minimum of bi-weekly and additional times, as needed
- Attend all treatment sessions as ordered in the treatment plan
- Submit to random weekly PBT's (three times/weekly)
- Submit to random urine screens
- Attend 12 step recovery groups (such as AA) at least three times weekly
- Secure a sponsor and meet regularly with him/her
- Maintain/secure employment
- Follow through with other referrals (GED, lifeskills, etc)
- Complete minimum of 24 hours of Community Service Work (CSW)

PHASE III

(Minimum 12 weeks)

- Attend Sobriety Court and meet with the Judge once prior to moving to the transition phase, following all rules/conditions as set forth in the contract
- Meet with Probation Officer a minimum of once/monthly, additional times, as ordered
- Attend all treatment sessions as ordered in the treatment plan
- Submit to random PBT's and urine screens, as ordered

- Attend 12 step support group (such as AA) at least three times weekly
- Secure a sponsor and meet regularly with him/her
- Maintain/secure employment
- Complete Counseling
- Follow through with other referrals (GED, lifeskills, etc)
- Complete minimum of 24 hours of CSW

PHASE IV (TRANSITION)

(Minimum of 12 weeks)

- Continue to meet with Probation once/monthly, additional times, as ordered
- Random PBT's and urine screens, as ordered
- Attend 12 step support groups (such as AA) as ordered
- Maintain employment
- all fees to be paid in full  
~~~~~

GRADUATION

- Participant, Judge, Probation Officer, arresting officer, family, et al, present  
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**Agenda Item 7**

RESOLUTION STAFF REVIEW

DATE September 9, 2003

Agenda Item Title: Resolution Authorizing the Establishment of a Special Part Time Ingham County Youth Commission Coordinator Position Within Ingham County MSU Extension

Submitted by: Ingham County Youth Commission

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

Summary of Proposed Action: This resolution authorizes funds for the provision of support staff for the Ingham County Youth Commission through the MSU Extension Office for the remainder of the 2003 calendar year through September 30, 2004.

Financial Implications: \$10,677 has been identified as the cost to employ the ICYC Coordinator. \$6,677 has been identified within the MSU Extension 2003 budget. \$4,000 is recommended to be transferred from the contingency fund.

Other Implications: None

Staff Recommendation: JA X JN \_\_\_\_\_ HH \_\_\_\_\_  
Staff recommends the approval of this resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A SPECIAL PART TIME INGHAM COUNTY YOUTH COMMISSION COORDINATOR POSITION WITHIN INGHAM COUNTY MSU EXTENSION**

WHEREAS, Resolution #01-283, adopted by the Ingham County Board of Commissioners on September 18, 2001, established the Ingham County Youth Commission (ICYC); and

WHEREAS, the primary function of the Youth Commission is to advise the Board of Commissioners and others in County government on issues relating to young people throughout the county; and

WHEREAS, Ingham County MSU Extension 4-H Youth Programs has provided leadership and staff support in establishing and supporting the ICYC using the services of student interns employed as temporary County staff; and

WHEREAS, experience in providing staff support for the ICYC has shown the need for a more continuous part time position dedicated to assisting and coaching the ICYC members in recruiting and orienting new members, planning and conducting meetings, maintaining contact with County Commissioners and administrative staff, facilitating communication for sustaining an active ICYC, developing and distributing information associated with youth issues, using the news media effectively, linking with other youth leadership initiatives in the community, maintaining minutes and reports, and guiding ICYC activities in a manner that adheres to its purpose, guidelines, structure, policies, and bylaws; and

WHEREAS, Ingham County MSU Extension is requesting that the Ingham County Board of Commissioners approve the employment of the special, part time, Youth Commission Coordinator within the Ingham County Extension Department for a period of forty one (41) weeks starting as soon as possible for the remainder of the 2003 calendar year through September 30, 2004; and

WHEREAS, the part time ICYC Coordinator will be under the immediate supervision of the Ingham County MSU Extension 4-H Youth Agent; and

WHEREAS, it is requested that the part time ICYC Coordinator position be employed and supported according to the following cost itemization:

Coordinator wages at \$15/ hour at 15 hours/week for 41 weeks	=	\$9,225.00
Overhead employment costs (10%)	=	922.00
Mileage costs @ \$.36/mile x 555 miles	=	200.00
<u>Supplies</u>	=	<u>330.00</u>
<b>Total</b>	=	<b>\$10,677.00</b> and;

**Agenda Item 7**

WHEREAS, Ingham County MSU Extension has identified \$6,677 in its 2003 budget that can be appropriated toward the total \$10,677 for employment of the ICYC Coordinator, requiring an additional \$4000 to be appropriated to the Ingham County MSU Extension 2003/04 budgets; and

WHEREAS, this resolution has been reviewed and recommended by the Ingham County Human Resources Director.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the employment of a special part time Coordinator for the Ingham County Youth Commission to be employed within the Ingham County MSU Extension Department starting as soon as possible for the remainder of the 2003 calendar year through September 30, 2004 consistent with the following itemized budget:

Coordinator wages at \$15/ hour at 15 hours/week for 41 weeks	=	\$9,225.00
Overhead employment costs (10%)	=	922.00
Mileage costs @ \$.36/mile x 555 miles	=	200.00
<u>Supplies</u>	=	<u>330.00</u>
<b>Total</b>	=	<b>\$10,677.00</b>

BE IT FURTHER RESOLVED, that \$6,677 will be appropriated from the Ingham County MSU Extension 2003 budget toward support for the ICYC and an additional \$4,000 will be appropriated from the contingency fund to support the ICYC Coordinator position through September 30, 2004.

BE IT FURTHER RESOLVED, that the County Controller be authorized to amend the 2003 Ingham County MSU Extension budget to add \$4000 in accordance with this resolution to establish the \$10,677 allocated for the operation of the ICYC and to carry the unexpended ICYC funds into the 2004 Ingham County MSU Extension Budget.

BE IT FURTHER RESOLVED, that Ingham County MSU Extension is authorized to hire a temporary County employee in accordance with this resolution.

**Agenda Item 8**

RESOLUTION STAFF REVIEW

DATE: September 2, 2003

Agenda Item Title: Resolution Authorizing renewal of Agreement for Employee Disability Income Benefit Program

Submitted by: Robert J. Smith, SPHR  
Benefits and Insurance Administrator

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

Summary of Proposed Action: Renew current agreement with Canada Life to provide Employee Disability Income Benefits at \$.12 per \$100 of covered payroll (\$0.03 (20%) decrease over previous period) from October 1, 2003 through September 30, 2004. The resolution also allows the continuance of the agreement if there are no rate increases without further board action.

Financial Implications: There should be an actual dollar decrease in premium cost over previous period since the current cost is \$.15 per \$100 of covered payroll.

Other Implications: Canada Life provides good service to employees who need the coverage and are responsive to staff and employees with questions.

Staff Recommendation: JA X JN \_\_\_\_ HH \_\_\_\_  
Staff recommends the approval of this resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING RENEWAL OF AGREEMENT FOR  
EMPLOYEE DISABILITY INCOME BENEFIT PROGRAM**

WHEREAS, Ingham County provides disability income insurance to employees; and

WHEREAS, the proposed rate of \$.12 per \$100 of covered payroll is at the far low end of previous market studies; and

WHEREAS, the proposed rate of \$.12 per \$100 of covered payroll is a decrease of \$.03 cents per \$100 of covered payroll or 20% lower than that which is currently being paid by the County.

THEREFORE BE IT RESOLVED, that the County enters into a renewal agreement with Canada Life for employee disability income coverage for a one-year period beginning on October 1, 2003 at a premium of \$.12 per \$100 of covered monthly payroll for both benefit levels which will result in an estimated annual premium of \$33,688 for Ingham County employees, an actual dollar decrease from the previous period.

BE IT FURTHER RESOLVED, that this agreement may be continued provided that the fee schedule does not increase.

BE IT FURTHER RESOLVED, that the Ingham County Road Commission, at their expense, is included as a subgroup in the disability income policy with Canada Life.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign appropriate documents after review by the County Attorney.



**Agenda Item 9**

RESOLUTION STAFF REVIEW

DATE September 9, 2003

Agenda Item Title: Resolution Approving Contracts with Dyntek and Hewlett Packard for the Purchase of Storage Area Network and Associated Professional Services for Installation

Submitted by: Rodney Taylor, MIS Director

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

Summary of Proposed Action: This resolution authorizes entering into contracts with Dyntek and Hewlett Packard for the purchase storage area network and associated professional services for installation at a cost not to exceed \$145,000.

Financial Implications: A portion of cost for this purchase will be paid from the MIS budget in the amount of \$73, 033.50. The remaining balance of \$71,966.50 will be taken from the Register of Deeds technology fund.

Other Implications: None

Staff Recommendation: JA X JN \_\_\_\_\_ HH \_\_\_\_\_  
Staff recommends the approval of this resolution.

**MEMORANDUM**

**TO:** County Services Committee  
Finance Committee

**FROM:** Rodney H. Taylor, Director

**DATE:** August 1, 2003

**RE:** Storage Area Network

The server that currently holds the data for the Register of Deeds and Clerk's application needs to be replaced because it is getting close to the end of its useful life. We are currently adding over 4 GB a month in new data to this server, and we have determined we will run out of space in less than a year. We have two options. Replace the server with similar technology or use a newer technology that might give us many more benefits.

MIS is recommending that some of the Deeds technology funds money be used to purchase what is called a storage area network (SAN). A SAN uses a high speed networking technology called fiber channel to connect one or more servers to a large array of disk storage. This technology is becoming very popular and according to research company IDC, SAN's will account for 70% of all network storage by 2004.

There are many benefits of a SAN. First, it allows much better utilization of drive space. For example, the current Eagle server used by the Clerk and Register of Deeds images is over 80% full, while we have other servers that only use 20% of their available disk space. With a SAN we could better utilize the disk space on the over forty servers that the County has purchased. This would be much more cost effective for the County and allow us to respond quicker to situations where extra drive space is required.

Another benefit of a SAN is how data can be backed up. Now, when we do a full backup of the Eagle server it takes over 30 hours. A Storage Area Network removes the backing up and restoring of data from the primary network and thus reduces LAN congestion and decreases the backup window required. With a SAN we would be able to copy all of the data on a server to another location on the SAN very quickly. The server could then come back on line and an off line backup could be performed without effecting users.

The next benefit of a SAN is disaster preparation. By itself, a SAN is more reliable then typical server storage because of the technology used in its design. In addition, if we have a server failure we will be able to roll a new box in place and not have to recover the data (again this would take over 30 hours in the case of the Eagle application). Instead, you just attach the new server to the SAN and configure it access the data. This would greatly reduce the time in which it takes to recover.

## **Agenda Item 9**

The last benefit is very similar to the first. With a SAN we can easily add additional disk drives to the system. Many of our current servers are at or near their current maximums. If we need additional space, we might have to replace the equipment, with a SAN you can just add in an additional hard drive. In fact, we will be able to add 36 more drives up to 5 TB (terabytes) of space.

The funds for this project would be coming from budgeted line items in both the MIS budget and the Register of Deeds technology fund. This would be for an amount not to exceed \$145,000. Register of Deeds and the Ingham County Purchasing departments have both approved the purchase of software, hardware and professional services from Dyntek and Hewlett Packard. This would be utilizing the Regional Educational Media Center Association of Michigan's Cooperative Purchasing Contract, which selects its vendors from an open competitive process.

I am requesting that the attached resolution be submitted to the Board for their approval. This resolution would authorize the Board Chair and the County Clerk to sign any necessary contract documents with Dyntek and Hewlett Packard as to form by the County Attorney.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING CONTRACTS WITH DYNTEK AND HEWLETT PACKARD FOR  
THE PURCHASE OF STORAGE AREA NETWORK AND ASSOCIATED PROFESSIONAL  
SERVICES FOR INSTALLATION**

WHEREAS, currently servers that hold County data do not utilize disk space in an efficient manner; and

WHEREAS, some servers have almost no storage space left, while others are completely empty; and

WHEREAS, a number of our applications take an excessive amount of time to do a complete backup because of the amount of data stored on the server; and

WHEREAS, MIS is recommending that a storage area network (SAN) be purchase that would address the above stated issues; and

WHEREAS, a SAN would improve the County's disaster preparation status.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a contract with DynTek and Hewlett Packard for the purchase of a Storage Area Network and all related software, hardware and professional services, at a cost not to exceed \$145,000.

BE IT FURTHER RESOLVED, that a portion of cost for this purchase will be paid from the MIS budget in the amount of \$73, 033.50, and the remaining balance of \$71,966.50 will be taken from the Register of Deeds technology fund.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair and the County Clerk to sign any necessary contract documents as to form by the County Attorney.

**Agenda Item 10a**

RESOLUTION STAFF REVIEW

DATE September 1, 2003

Agenda Item Title: Resolution Authorizing Entering into an Agreement with Tom's Advanced Paving Company to Perform Approximately 48,000 Sq. Ft. of Asphalt Work at Six Different County Facilities

Submitted by: John W. Andresen/Facilities Director

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

Summary of Proposed Action: This resolution authorizes entering into a contract with Tom's Advance Paving Co. to perform approximately 48,000 sq. ft. of asphalt work at six different County facilities at a cost not to exceed \$41,990.00.

Financial Implications: The Purchasing Department solicited proposals for said services and after reviewing, Tom's Advanced Paving Company submitted the lowest responsive proposal at \$41,990.00 which also reflects prevailing wage. It is the recommendation of the Purchasing and Facilities Departments that a contract be awarded to Tom's Advanced Paving Company.

Other Implications: Funds for these parking lot repairs are budgeted within the appropriate CIP Distribution/Parking Lot Repairs.

Staff Recommendation: JA X JN \_\_\_\_ HH \_\_\_\_  
Staff recommends the approval of this resolution.

**MEMORANDUM**

**TO:** County Services and Finance Committees

**FROM:** John W. Andresen/Facilities Director

**DATE:** September 2, 2003

**RE:** Resolution Requesting Authorization to Enter into an Agreement for Approximately 48,000 sq. ft. of Asphalt Repairs at Six (6) Different County Facilities

Attached for your review is a resolution to approve an agreement with Tom's Advanced Paving Company for the following asphalt repairs;

1. Visitor' Lot Grady Porter Building - remove existing, replace and cap 16,625 sq. ft.
2. Drive at Sheriff' Office - repair and cap 5,175 sq. ft.
3. Lot at Sheriff' Office - repair and cap 40,500 sq. ft.
4. Lot at Animal Control Office - repair and cap 640 sq. ft.
5. Service Drive at Sheriff' Office - repair and cap 272 ft. sq.
6. Entrance Drive at 55<sup>th</sup> District Court - repair and cap 500 sq. ft.

The funds for these repairs are available within the appropriate CIP Distribution/Parking Lot Repair. The Purchasing Department solicited proposals for said services and after reviewing, Tom's Advanced Paving Company submitted the lowest responsive proposal at \$41,990.00.

It is the recommendation of the Purchasing and Facilities Departments that a contract be awarded to Tom's Advanced Paving Company.

Thank you.

JWA/cc

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO AN AGREEMENT WITH  
TOM'S ADVANCED PAVING COMPANY TO PERFORM APPROXIMATELY 48,000 SQ. FT. OF  
ASPHALT WORK AT SIX DIFFERENT COUNTY FACILITIES**

WHEREAS, the following is a list of County facilities who are in need of asphalt work including the scope of work to be performed:

1. Visitor' Lot at the Grady Porter Building - remove existing, replace and cap 16,625 sq. ft.
2. Drive at Sheriff' Office - repair and cap 5,175 sq. ft.
3. Lot at Sheriff' Office - repair and cap 40,500 sq. ft.
4. Lot at Animal Control - repair and cap 640 sq. ft.
5. Service Drive at Sheriff' Office - repair and cap 272 sq. ft.
6. Entrance Drive at 55<sup>th</sup> District Court - repair and cap 500 sq. ft.; and

WHEREAS, the funds for these parking lot repairs are budgeted for within the appropriate CIP Distribution/Parking Lot Repairs; and

WHEREAS, the Purchasing Department solicited proposals for said services and after reviewing submitted proposals Tom's Advanced Paving Company was the lowest responsive proposal; and

WHEREAS, it is the recommendation of the Purchasing and Facilities Departments that Tom's Advanced Paving Company be awarded the contract to perform the above listed asphalt repairs at all six (6) areas listed for a total cost of \$41,990.00 which also reflects prevailing wage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Tom's Advanced Paving Company, 7828 Lanac, Lansing, Michigan 48917 to perform approximately 48,000 sq. ft. of asphalt repairs at the above listed six (6) different County Facilities for a total cost not to exceed \$41,990.00.

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

**Agenda Item 10b**

RESOLUTION STAFF REVIEW                      DATE January

Agenda Item Title:      Resolution Authorizing Entering into a Contract with Pine Ridge Incorporated to Replace the Retaining Wall at the Ingham County Correctional Facility

Submitted by:              John W. Andresen/Facilities Director

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

Summary of Proposed Action:      This resolution authorizes entering into a contract with Pine Ridge Incorporated to replace the retaining wall at the Ingham County Correctional Facilities for a cost not to exceed \$54,400.00.

Financial Implications:      Proposals for this project were solicited by Clark Construction along with the Jail Renovation Project. It is the recommendation of Clark Construction, the Purchasing Director, and the Ingham County Facilities and Purchasing Departments that a contract be awarded to Pine Ridge Incorporated to replace the retaining wall at the Ingham County Correctional Facilities for a cost not to exceed \$54,400.00.

Other Implications:      None

Staff Recommendation: JA   X   JN \_\_\_\_ HH \_\_\_\_

Staff recommends the approval of this resolution.



MEMORANDUM

TO: County Services and Finance Committees

FROM: John W. Andresen/Facilities Director

DATE: September 9, 2003

RE: Resolution Requesting Authorization to Enter into a Contract with Pine Ridge Incorporated for the Complete Replacement of the Retaining Wall at the Ingham County Correctional Facility

Attached for your review a resolution requesting that a contract be awarded to Pine Ridge Incorporated for replacement of the deteriorating retaining wall at the Ingham County Correctional Facility for a cost of \$54,400.00. The funds for this project are available in the Countywide Parking Lot Repair distribution. Clark Construction solicited proposals for this project. It is the recommendation of Clark Construction along with Ingham County Facilities and Purchasing Departments to award this contract to Pine Ridge Incorporated.

Thank you for your consideration in this matter.

JWA/cc

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH PINE RIDGE  
INCORPORATED TO REPLACE THE RETAINING WALL AT THE INGHAM COUNTY  
CORRECTIONAL FACILITY**

WHEREAS, the retaining wall at the Ingham County Correctional Facility has deteriorated to the point that it is in need of complete replacement; and

WHEREAS, funds for this contract are available within the appropriate distribution, Countywide Parking Lot Repair; and

WHEREAS, proposals for this project were solicited by Clark Construction; and

WHEREAS, it is the recommendation of Clark Construction, and the Ingham County Facilities and Purchasing Departments that a contract be awarded to Pine Ridge Incorporated to replace the retaining wall at the Ingham County Correctional Facilities for a cost not to exceed \$54,400.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Pine Ridge Incorporated, 529 Fitchburg Road, Stockbridge, Michigan 49285 to replace the retaining wall at the Ingham County Correctional Facilities for a cost not to exceed \$54,400.00.

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

## MEMORANDUM

TO: Animal Control Staff

FROM: Roger M. Fleming, Director

DATE: August 26, 2003

RE: Emergency Staffing - Animal Control Dispatch

From time to time, unforeseen circumstances require replacement staff at the position of Animal Control Dispatcher. Requested time off, initiated by the scheduled dispatcher, will be approved in advance only upon the identification of a suitable replacement for that time period. In no event will a request for vacation time off, be approved based upon the reliance of a member of the F.O.P. bargaining unit as a replacement.

Should an unforeseen absence occur at the dispatching position the following procedure will be followed:

If the absence is occasioned by the day shift dispatcher scheduled to begin at 7:00 A.M., one of the two Animal Control Deputies, also starting at 7:00 A.M., shall remain at the dispatch position until other office staff arrive at 8:00 A.M.; at which time the office staff will assume the role of dispatcher, the Deputy assuming their duties on the road.

Generally, unforeseen absences in dispatch will be filled by another dispatcher who had not been scheduled during that time period. If a regularly employed, off duty, dispatcher is not available than requests will be made to any of the "special part time" employees qualified to serve in this position.

If these requests fail to identify a replacement and the vacancy is during normal shelter business hours, a member of the office staff will be assigned to dispatch.

Unforeseen vacancies which occur after shelter business hours and no other replacement has been found, will be filled by an "off duty" (or going off duty) Deputy, or office staff member on a voluntary basis. Said overtime will be offered first to U.A.W. members by seniority and then to F.O.P. members by seniority.

In the unlikely event that all of the above efforts fail to identify a replacement for the dispatch vacancy, management may assign any member of the Animal Control staff to fill this vacancy as they deem to be in the best interests of the County.

CC: Harold Hailey

**Agenda Item 11b**

RESOLUTION STAFF REVIEW:                      DATE:    September 5, 2003

Agenda Item Title:    Resolution Approving the Contract Extension and Salary Adjustment of the Nurse Practitioners and Clinic Nurses' Unit

Submitted by:                      Harold Hailey, Human Resources Director

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

Summary of Proposed Action:                      Extend the July 1, 2000 through June 30, 2004 collective bargaining agreement through December 31, 2004 and grant a 1.5% salary adjustment effective June 25, 2004.

Financial Implications:    See attached 11c.

Other Implications:    Contract will be settled for an additional one and one-half years.

Staff Recommendation: JA \_\_\_\_\_ JN \_\_\_\_\_ HH   X    
Staff recommends the approval of this Resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE CONTRACT EXTENSION AND SALARY ADJUSTMENT OF  
THE NURSE PRACTITIONERS AND CLINIC NURSES' UNIT**

WHEREAS, the July 1, 2000 through June 30, 2004 Agreement between the County of Ingham and the Ingham County Employees' Association Nurse Practitioners/Clinic Nurses' Unit provides for a job evaluation study to be done by O. William Rye & Company; and

WHEREAS, the contract states that the final recommendation from the consultants will be implemented by the County effective June 28, 2003; and

WHEREAS, the ICEA is agreeable to extending the collective bargaining agreement until December 31, 2004, with a 1.5% salary adjustment effective June 25, 2004.

THEREFORE BE IT RESOLVED, that the ICEA Nurse Practitioners/Clinic Nurses' collective bargaining agreement be extended through December 31, 2004.

BE IT FURTHER RESOLVED, that a 1.5% salary adjustment be provided effective June 25, 2004.

**Agenda Item 11c**

RESOLUTION STAFF REVIEW:

DATE: September 5, 2003

Agenda Item Title: Resolution Approving the Contract Extension, Salary Adjustment and Job Study of the Public Health Nurses' Unit

Submitted by: Harold Hailey, Human Resources Director

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

Summary of Proposed Action: Approve the Job Study for the Public Health Nurses; Extend the July 1, 2000 through June 30, 2003 collective bargaining agreement through December 31, 2004; and, grant a 1.5% salary adjustment effective June 25, 2004.

Financial Implications: See attached 11c.

Other Implications: Job Study brings internal and external equity to Nurses' units.

Staff Recommendation: JA \_\_\_\_\_ JN \_\_\_\_\_ HH X  
Staff recommends the approval of this Resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE CONTRACT EXTENSION, SALARY ADJUSTMENT AND JOB STUDY OF THE PUBLIC HEALTH NURSES' UNIT**

WHEREAS, the July 1, 2000 through June 30, 2003 Agreement between the County of Ingham and the Ingham County Employees' Association Public Health Nurses' Unit provided for a job evaluation study to be done by O. William Rye & Company; and

WHEREAS, the contract states that any recommendation forthcoming from the study must be approved by the PHN Unit and the County Board of Commissioners prior to implementation; and

WHEREAS, the PHN Unit has elected to approve the Job Study and further agree to extend their collective bargaining agreement through December 31, 2004 with a 1.5% salary adjustment effective June 25, 2004.

THEREFORE BE IT RESOLVED, that the final job study recommendation from Mr. Rye for the ICEA Public Health Nurses be approved.

BE IT FURTHER RESOLVED, that the PHN collective bargaining agreement be extended through December 31, 2004.

BE IT FURTHER RESOLVED, that a 1.5% salary adjustment be provided effective June 25, 2004.

**FINANCIAL IMPACT OF NURSES' COMPENSATION STUDY  
June 28, 2003 through December 24, 2004**

PHN Unit

Current Cost - no increase	\$1,513,043
Budgeted Cost - 3% increase	\$1,558,434
Cost to Implement Study	\$1,586,129
Additional cost to implement study	\$27,695
Current Total Annual Maximum Salaries	\$1,018,508
Proposed Total Annual Maximum Salaries	\$1,086,628
Additional Annual Long Term Cost	\$68,120

NP/Clinic Nurses' Unit

Current Cost - no increase	\$3,111,623
Budgeted Cost - 3% increase	\$3,204,972
Cost to Implement Study	\$3,318,182
Additional cost to implement study	\$113,210
Current Total Annual Maximum Salaries	\$2,128,681
Proposed Total Annual Maximum Salaries	\$2,242,728
Additional Annual Long Term Cost	\$114,047

Total - Both Units

Current Cost - no increase	\$4,624,666
Budgeted Cost - 3% increase	\$4,763,406
Cost to Implement Study	\$4,904,311
Additional cost to implement study	\$140,905
Current Total Annual Maximum Salaries	\$3,147,189
Proposed Total Annual Maximum Salaries	\$3,329,356
Additional Annual Long Term Cost	\$182,167



MEMORANDUM

TO: County Services Committee

FROM: Gerald W. Ambrose, Controller

DATE: September 9, 2003

RE: Discussion Item Regarding Project Labor Agreements

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The attached draft Project Labor Agreement has been placed on the agenda by Commissioners Victor Celentino and Debbie De Leon for discussion purposes.

GWA/smr

Agenda Item 12

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

\_\_\_\_\_ and \_\_\_\_\_

**The Michigan State Building and Construction Trades Council  
for the**

**INTENT AND PURPOSE**

This Memorandum of Understanding is entered into for work performed on the \_\_\_\_\_ located in \_\_\_\_\_, Michigan hereinafter called the "Project," by and between the Construction Manager, signatory hereto (hereinafter referred to both individually and collectively as the "Employer") and the Michigan State Building and Construction Trades Council, AFL-CIO, and its affiliated local unions signatory hereto (hereinafter collectively referred to as the "Unions" or individually as the "Union"). The purpose of this Memorandum of Understanding is to ensure that all construction work for this project and this project only shall proceed economically, efficiently, continuously and without interruption.

**ARTICLE I  
SCOPE OF MEMORANDUM**

Section 1.1 This Memorandum of Understanding shall apply to all work performed by each signatory employer on the \_\_\_\_\_ project located in \_\_\_\_\_ Michigan. The provision of applicable local collective bargaining agreements shall apply to all work performed on this project and this project only unless any provision therein, conflicts with a provision of this Memorandum of Understanding, in which case, this Memorandum of Understanding shall apply.

Section 1.2 Prior to the commencement of any of the aforementioned work the construction manager will notify the Council of its construction plans. The Council and its affiliated local unions will assist the employer, if requested, to obtain the names of signatory contractors to perform this work.

Section 1.3 Should the Council and its affiliates be unable to meet this request, the Employer may use any contractor who will employ building trades workers who are affiliates of the Michigan State Building and Construction Trades Council or any contractor or subcontractor who does not employ building trades workers but is ready, willing and able to execute this Memorandum of Understanding as a signatory for this project and this project only and does in fact enter into this Memorandum of

Understanding for this project only.

Section 1.4 This Memorandum of Understanding does not apply to work performed by non-manual employees including, but not limited to: superintendents, supervisors, engineers, field engineers, quality assurance and quality inspectors, office workers, messengers, persons making deliveries to and from the job site, guards, medical personnel and emergency vehicle operators.

Section 1.5 Employers or their subcontractors will not be allowed to establish or utilize fabrication or assembly facilities or stations outside the Project site to perform work that is customarily performed on-site in an attempt to circumvent the provisions of the Memorandum.

A. Off-site work as defined in the collective bargaining agreements of the United Association of Plumbers and Pipefitters and the Sheet Metal Workers International Association for fabrication shall fall under this Memorandum.

## ARTICLE II NO STRIKES

Section 2.1 The employees and the Unions agree that they will not condone or participate in any strikes, picketing, interference with the delivery of materials to and from the Project, slowdowns, work stoppages or disruptive activity of any kind on or at the Project. The employees and Unions agree not to honor any picket or demonstration which has been established at the entrances of the Project by any individual, group or organization, whether or not it is a party to this Memorandum of Understanding. There will be no lockout by the Employer.

Section 2.2 The Unions agree to use every effort to immediately terminate any work stoppages in violation of this Article including, but not limited to, advising each and every employee who engages in such conduct that his/her actions are in violation of this Memorandum of Understanding and that he/she is subject to discharge for engaging in such conduct.

Section 2.3 The parties hereto agree to meet within forty-eight (48) hours to address any issue of importance identified by the Employer or the union(s).

Section 2.4 There shall be a pre-job conference with all subcontractors prior to starting work.

## ARTICLE III WORK ASSIGNMENTS AND JURISDICTIONAL DISPUTE RESOLUTIONS

Prior to the commencement of any job, there shall be a pre-job conference with all Contractors and subcontractors. Work assignments shall be made during the pre-job conference. In the event any party believes themselves to be aggrieved by any work assignment, work assignment disputes shall be adjudicated in accordance with the National Plan for the Settlement of Jurisdictional Disputes. Any labor organization which has a dispute concerning the jurisdiction of work shall first attempt

to resolve the issue by presenting their grievance in writing to the Construction Manager. The Construction Manager shall thereafter hold a meeting with all concerned parties and attempt to resolve any conflicts. In the event the Construction Manager is unable to resolve the conflict, the matter shall be submitted in the manner consistent with the National Plan for the Settlement of Jurisdictional Disputes.

#### ARTICLE IV PAYMENT OF FRINGES

Any Union having a claim against a contractor or subcontractor for unpaid wages and/or fringe benefits for work performed on the Project shall give written notice of such claim to such contractor or subcontractor (with a copy of notice to the General Contractor/Construction Manager) within in three (3) business days after such claim has become known. Upon receipt of such written notice, the General Contractor/Construction Manager involved shall withhold an amount equal to the claim from the next disbursement payable to the contractor/subcontractor, pending resolution of the dispute satisfactory to the General Contractor/Construction Manager and Board of Trustees of the respective benefit fund. In the event of any such dispute, the Union agrees to use its best efforts to pursue any legal remedies available including litigation by Fund Trustees. It is understood that the intent of this Section is to accomplish prompt and effective resolution of any dispute(s) between the Union and any contractor or subcontractor over the payment of wages and fringes.

#### ARTICLE V UNION WORK

The parties understand and agree that each contractor and subcontractor at all tiers of the Project shall, prior to beginning work on the project, become signatory parties to the respective current collective bargaining agreements of the appropriate local unions of the Michigan State Building and Construction Trades Council affiliates, and shall in consideration for the Union's agreement not to strike, become signatory parties to any subsequent collective bargaining agreements negotiated during the term of this Project and this project only comply with the terms of said agreements retroactive to their respective effective dates. The General Contractor/Construction Manager hereby agrees to notify the designated representative of the Michigan State Building and Construction Trades Council of the successful contractors and subcontractors prior to the start of work by those contractors and subcontractors. The General Contractor/Construction Manager agrees to establish a Labor/Management Committee to resolve and/or review issues that may arise during the life of the Project. The Labor/Management Committee meetings will be held monthly on the Project site.

#### ARTICLE VI BUILDING MATERIAL DELIVERY

The parties understand and agree to the extent permitted by law, the term "Employer", contractor and subcontractor shall apply to suppliers of concrete, sand, gravel, asphalt and other aggregates for on and off-site delivery. The parties further understand and agree that all building materials delivered

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to the job site which are normally and customarily unloaded by the trades in accordance with the existing agreements shall be unloaded by those trades.

**ARTICLE VII  
PROVISION FOR ELEVATOR OPERATORS**

Section 7.1 This Memorandum shall include the following provision: Prior to final inspection and turnover to the owner, the operation, maintenance and repair of all elevators and material hoists for the purpose of hauling personnel and/or material, shall be the jurisdiction of the Operating Engineers Local 324 or the Elevator Constructors Local 85 (Laasing). Final inspection of the permanent building, elevators and their acceptance by the owner will terminate this provision.

**ARTICLE VIII  
DURATION**

This Memorandum of Understanding shall be effective from the date of signing and shall continue in full force and effect until the completion of the Project by the Employer.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

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

For:

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

Thomas J. Hoepsch

For: The Michigan State Building and Construction Trades Council

12/18/02  
rahopen459afic6

Please read at the next meeting (This page letter.)

From Karen Abramczyk, Lansing Township Resident.  
To Ingham County ~~Road~~ Commissioners

Ph. 517-487-5601  
Fri. 8-23-2003

Update- 8-30-03 I have shared all this with our elected rep. on the  
Ing. Co. Board of Commissioners - Victor Celesztano  
Pres. Sept. 2-03. We seek Drainlayers Dan The Elbert Co. rep. Mr.  
to do this work. Two others backed out of declined, due to our time restriction.  
Mrs. A.

Regarding, that part of my sewer lead, which lies under W. St. Joseph Street in front of the house I own, at 3514, located on the North side of W. St. Joseph Street, in Lansing Township.

My initial inquiry, on 6-19-2003, was to find out how replacement of the badly deteriorated section of the sewer lead, under the street, could be coordinated during the ICRC's W. St. Joseph Street project this summer, if I hired a drain layer to replace the lead, as long as the street was already torn open. This would save us thousands of dollars. The City makes the homeowner responsible for maintaining even the part under the Street. I was referred to Rick Phillips, the engineer in charge of this project.

After 2 months of consulting weekly, with Rick Phillips, on the St. Joseph Street Project, I have encountered a complete impasse, with the City, Lansing Township and your ICRC. The engineer initially suggested that "the Project" might be able to replace it, since it is in the ICRC's right of way, and because the area of the lead has been further disturbed by this, and recent projects, when the street was completely torn up. This is the second major road project, in the last 5-6 years, this section of St. Joseph Street has been torn up and replaced. He was to investigate this possibility, before I hired anyone.

He also said, the gas company was permitted to relocate some existing things in the ICRC right of way, during the project. I watched them work right across from the house, digging near the lead location.

I checked back with your engineer often, over the next 8 weeks, about my getting the lead redone. Many calls later. . . two months, on Aug. 18, 2003, I received a letter, from Rick Phillips, that they could not get this work done. This was 3 days prior to St. Joseph Street, being re-paved. Enclosed copy of ICRC's letter of Aug. 16, 2003.

My inquiry to the City to get a permit, and a permit from the ICRC, brought my project to a halt. When I talked to Steve Lemorie, Sr. Tech. ICRC inspector, as I caught up with him on the job site, he said that the ICRC's stance is, that "utilities in the ICRC's right of way (W. St. Joseph Street) must belong to a Public Agency, and be repaired or relocated by those agencies, upon ICRC's request", the same statements as the the letter.

\* \* \* Therefore: Since the City says, "the lead belongs to the home owner, not the city, so the homeowner has to maintain it, (even the section under the Street) in the county's right of way.

and: The ICRC says, this lead section replacement is not going to be permitted unless it belongs to a public agency, i.e. The City of Lansing, or Lansing Township, Since none of them will take ownership of it, I am not permitted by ICRC to have it done.

\* \* \* Ladies and gentlemen of the ICRC board, what does a "sane" person, working in these agencies recommend the homeowner do? Who, in their right mind, would make such stupid rules? Taking care of this unhealthy situation is urgent! The cost of tearing up the newly paved road later, to fix this, will be outrageous.

I strongly recommend that the board of commissioners amend the law, before that. Quickly! so we don't have this hassle with agencies playing turf games.

These Agencies must work together, without a mountain of hassles, and the wasting of thousands of dollars.

Background: \* \* \* Earlier Video, Dec. 1995 of the sewer lead. We hired a professional, when over 3-4 yrs. we had numerous sewer back-ups. This was puzzling, because we had replaced the section, on the property with PVC, in the mid eighties, but began having sewer back ups, frequently, in the early nineties. We often had to have a professional come and snake it out. That could last a few months, sometimes only a week. It cost \$80 - \$90 each time, and required extensive time, to clean up and disinfect the basement after each back-up.

Lansing Township referred us to "The City". After numerous inquiries to the City, on how to find the problem, and asking, had they done work on the main over the last 5 years to cause this? We were told, they hadn't done any. Further, according to Mr. Rose, they would not take any responsibility in finding the problem.

The Video clearly shows a plug of light material blocking the lead at the main junction. This evidence was presented to the City. (they have a copy of the Video) This material was used by the City to re-line the main sewer, in the late eighties or early nineties. Also seen, are misaligned tiles, and a broken piece of a clay tile laying in the old lead.

The City's crew finally "fixed" the plugged juncture. I requested a letter describing, in detail, what was done to "fix" it. I submitted a claim for my losses.

Mr. Rose wrote some comments about the condition of our sewer lead, in the old clay tile under the street, seen on the date of the Video.

Enclosed copy of letter, from Robert J. Rose, Feb. 6, 1997.

\* \* \* It is on this Video evidence, further lead sluggishness, and recommendations from the clean out Co. that I base my urgent need for replacement. I also furnished Rick Phillips a copy of Mr. Rose's letter of Feb. 6, 1997.

It is now almost 7 years, and two major road projects later, since that letter, and we are back to square one !

The window we had to fix it, is now closed on this summer's opportunity. The sewer lead never got replaced, and is being paved over, on the St. Joseph Street project, as I write. We must have more sensible heads, and actions here ! It is irresponsible to be so impossibly rigid towards home owners, leaving us no options.

It is irresponsible to have allowed this perfect opportunity slip by. It would have saved the taxpayer thousands of dollars, while the road was already dug up, and traffic was detoured around the whole project.

It is only a matter of "when" this lead collapses. It is probably the original clay tiles, put down when the City extended the sewer out here. 1935 1940 1945 ?

\* \* \* When it happens, does the ICRC intend to represent the home owners, and voters, who elected you to facilitate the basic services, and prevent health hazards?

\* \* \* Preferably, before we are knee deep in „You know what.!”

Paving over the problem doesn't solve anything. Lawsuits are also nasty, time consuming, and costly.

Remember; all 3 agencies get a substantial portion of our Taxes!

Sincerely, *Karen Abraham*

ph-487-5621

*a copy sent to Karen Abramczyk*



## Public Service Department

### ENGINEERING DIVISION

732 City Hall  
124 West Michigan Avenue  
Lansing, Michigan 48933  
(517) 483-4455  
FAX: (517) 483-8082

Tony Benavides, Mayor

**Aug. 21, 2003**

August 21, 2003

Mr. Robert Peterson  
Ingham County Road Commission  
301 Bush St.  
P.O. Box 38  
Mason, MI 48922

Re: Sewer Lead to 3514 St. Joe (Karen Abramcyk)

Dear Mr. Peterson:

I am writing in response to the August 16, 2003 letter from Richard Phillips, of your office, as well as our phone conversation of August 20, 2003. I am compelled to respond to the allegations in order to set the record straight and to memorialize the events related to issue.

In the above referenced letter to the property owner, Mr. Phillips states "After months of negotiations with the City of Lansing and later with Lansing Township, I regret to inform you that they are no closer to resolving this issue. It is the Ingham County Road Commission's stance that utilities within our Right of Way must belong to a Public Agency, and be maintained, repaired or relocated by those agencies upon our request."

In addition he goes on to state "Therefore it is the position of the Ingham County Road Commission that repair of your sewer lead, should it be done now or in the future will be the responsibility of and at the cost of Lansing Township, the Owner of the Sewer within the Ingham County Road Commission Right of Way, whom ever that may be. I am sending a copy of this letter to the Lansing Township Supervisor and the City of Lansing, Operations and Maintenance Department to let them know that the Ingham County Road Commission considers them to be responsible for the repair and all costs associated with any needed repairs to this sewer service."

In our phone conversation I informed you that sewer service leads in the City, and likewise in the Township by virtue of the sewer service agreement between the Township and the City, are the responsibility of the property owner. I also informed you that the City has for years issued sewer permits for repairs on service leads in the Township and directed the permittee to the Road Commission for a right of way permit. I suggested that this repair should be handled consistent with past practice. Your response was that if the Road Commission has not issued such permits for private sewer leads in the seven years you have been employed by the Road Commission and that it wasn't going to happen in this case either.

I subsequently sent a letter to Ms. Abramcyk reiterating the City's longstanding policy regarding sewer service repairs in the Township and suggested that she contact the Township to intervene on her behalf if she encountered difficulty obtaining a permit from the Road Commission. The Road Commission subsequently reversed its position and agreed to issue a permit to Ms. Abramcyk or her contractor to perform the necessary sewer repairs.

"Equal Opportunity Employer"



In an effort to expedite Ms. Abramcyk's repair I contacted her to offer my assistance. She indicated that because this issue has been unresolved for so long and that the road is now partially reconstructed, the repair estimate has increased dramatically. She also indicated that the contractor on the job (L&L Construction) was not willing to perform the work at this late date. She went on to say that she has given up on getting the service lead repaired and that she would just have to deal with the ramifications of leaving the service lead unrepaired as they occur. I later attempted, to no avail, to persuade L&L to perform the work.

For your edification, I have enclosed (3) copies of recent right of way permits issued by the Road Commission to private individuals in Lansing Township for work necessary to repair sewer service leads. In addition I would direct you to Section 224.19b of Act 283 of 1909 which in part states:

"A person....shall not construct... a facility or perform any work within the right of way of a county road....without first obtaining a permit from the county road commission... and from the township, city or village in which the county road is located when a permit is required by ordinance of the township, city or village....."

In closing the City emphatically denies any responsibility for any repairs or associated costs, now or in the future, necessary to repair the above private sewer service lead.

Sincerely,

*Dean Johnson*

Dean Johnson, P.E.  
City Engineer

**c D. Berridge (w/out attachments)**

- J. Campfield
- J. Daher
- J. Midgley
- K. Abramcyk



**Public Service Department  
ENGINEERING DIVISION**

732 City Hall  
124 West Michigan Avenue  
Lansing, Michigan 48933  
(517) 483-4455  
FAX: (517) 483-6082

Tony Benavides, Mayor

**Aug. 20, 2003**

August 20, 2003

Karen Abramcyk  
2910 W. Michigan Ave.  
Lansing, MI 48917

Re: Sewer Lead to 3514 St. Joe

Dear Ms. Abramcyk:

We are in receipt of the letter from the Ingham County Road Commission (ICRC) to you regarding your sewer lead. I understand that you have experienced operational problems with your lead and that you are attempting to have it repaired by a contractor.

**City Ordinance Chapter 1040.09. Building Sewers**, makes the City of Lansing property owners responsible for the cost of the construction, maintenance, and repair of the sanitary sewer service lead for their property. The sewer service agreement between the City and the Township, requires that the Township adopt and enforce the City's sanitary sewer ordinances. Consequently, the responsibility for the repair of your lead lies with you.

The repair and permitting procedures that we have used for years for Township residents is to have the homeowner hire a contractor that is a licensed drain layer with the City of Lansing and for the homeowner or contractor to obtain a permit from this Department. The fee for this permit is \$75.00.

Since the road is under the jurisdiction of the ICRC, the permittee is directed to the ICRC for a right-of-way permit. Also, since the road repair cost will be little to nothing while the road is under construction, it would behoove you to have the repair done before the road is reconstructed.

If you experience any difficulties in obtaining your ICRC permit, I would suggest that you contact your Township Supervisor to intercede on your behalf.

*Wed. Aug. 20, 2003 - Hand delivered to owner, at her residence.*

"Equal Opportunity Employer"

*Mrs. Abramcyk already knew all this!*

*After call; 8-18-03*

# INGHAM COUNTY ROAD COMMISSION

AUSTIN E. CAVANAUGH ADMINISTRATION BUILDING  
301 Bush Street P.O. Box 38 Mason, Michigan 48854-0038

June H. Pallottini, Chair  
Jean M. McDonald, Vice Chair  
Larry R. Smith, Commissioner

John W. Midgley, P.E., Managing Director

August 16, 2003

## Aug. 16, 2003

Karen Abramcyk  
2910 W. Michigan Ave.  
Lansing, MI 48917

RE: Sewer Lead to 3514 St. Joe.

Dear Karen:

After months of negotiations with the City of Lansing and later with Lansing Township, I regret to inform you that they are no closer to resolving this issue. It is the Ingham County Road Commissions stance that utilities within our Right of Way must belong to a Public Agency, and be maintained, repaired or relocated by those agencies upon our request. We could not obtain State or Federal funds for repair of utilities that are owned by private individuals. It would also be nearly impossible for us if we were to have a problem with sewer leads to have individual home owners responsible for repairing their own sewer leads, we do not have any method of negotiating with or billing the public directly.

Therefore it is the position of the Ingham County Road Commission that repair of your sewer lead, should it be done now or in the future will be the responsibility of and at the cost of Lansing Township, the Owner of the Sewer within the Ingham County Road Commission Right of Way, whom ever that may be. I am sending a copy of this letter to the Lansing Township Supervisor and the City of Lansing, Operations and Maintenance Department to let them know that the Ingham County Road Commission considers them to be responsible for the repair and all costs associated with any needed repairs to this sewer service.

Thank you for your patience and understanding on this issue, and I am sorry that we could not resolve this issue in a more timely and satisfactory manner.

Sincerely;

Richard Phillips, PE

*Richard Phillips*  
ICRC

cc: Lansing Twp.  
City of Lansing O and M

Telephones (517) 676-9722 1-800-968-9733 Fax (517) 676-2085 TDD (517) 676-7798  
email: roads@inghamcrc.org Web Site: <http://www.inghamcrc.org>  
An Equal Opportunity Employer



Public Service Department  
ENGINEERING DIVISION

732 City Hall  
124 W. Michigan Ave.  
Lansing, MI 48933  
(517) 483-4455  
FAX: (517) 483-6082

**Feb. 6, 1997**

David C. Hollister, Mayor

February 6, 1997

Karen Abramczyk  
2910 W. Michigan Avenue  
Lansing, MI 48917-2915

RE: 3514 W. St. Joseph Street - Sewer Repair

Dear Ms. Abramczyk:

Per your request the following information pertains to the type of repair and type of material used in the repair of the sanitary wyc and riser for the above property.

**Repair:** City crews cored the sanitary sewer main and the liner within the main. This core was 6 inch in diameter. A 4 inch tapping saddle was placed and secured to the main with epoxy adhesive. The City crews then replaced 8 feet of vitrified clay riser with Schedule 40 pvc pipe. The excavation was then filled with sand. That sand was compacted in lifts of approximately 8 inches. City crews then place concrete in the roadway to complete the repair.

The reason for this repair was, as the tape you supplied showed, that the liner installed in the sanitary sewer main partially obstructed the outfall of the sanitary lead from your property. Approximately 70 percent of the outfall was blocked.

A review of the tape and associated log indicate that the obstructed outfall was one of many problems that exist in your sewer lead. On several occasions the camera went under water in the lead. This would indicate that there is settlement in the lead. This condition will cause solids and sedimentation to settle out and collect in the lead. Additionally, the video tape and log indicated that there are misaligned joints in the lead. This condition can disrupt the flow in the lead.

These conditions can cause less than 100% performance of the lead or a total blockage of the lead. According to City the Ordinances, it is the responsibility of the property owner to maintain their sewer lead.

If you have any further questions, please let us know.

Sincerely,

  
Robert J. Rose  
Engineering Assistant

cc: Bob Clegg, City Engineer  
Rob Antkeier, O&M Supervisor

"Equal Opportunity Employer"

MEMORANDUM

TO: County Services Committee

FROM: Gerald W. Ambrose, Controller

DATE: September 10, 2003

RE: Resolution Encouraging the United States Congress to Take Action on Legislative Remedies to Allow the Federal Highway Administration, the United States Department of Transportation and Other Agencies to Continue to Make Payments on Existing Obligations and Continue Operations Beyond September 30, 2003

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The staff at the Tri-County Regional Planning Commission has requested that the Board of Commissioners pass the attached resolution, and forward to the Michigan Congressional delegation to encourage their prompt attention to the need for urgent action prior to October 1, 2003. Also, attached is correspondence from the Paul T. Hamilton, Chief Planner of the Tri County Regional Planning Commission.

GWA/smr

**MEMORANDUM**

**TO:** Gerald W. Ambrose

**FROM:** Paul T. Hamilton, Chief Planner  
Tri-County Regional Planning Commission  
913 W. Holmes Road, Ste. 201  
Lansing, MI 48910

**DATE:** August 22, 2003

**RE:** Resolution Encouraging the United States Congress to Take Action on Legislative Remedies to Allow the Federal Highway Administration, the United States Department of Transportation and Other Agencies to Continue to Make Payments on Existing Obligations and Continue Operations Beyond September 30, 2003

Dear friends:

Attached are both WordPerfect and Word versions of a draft resolution concerning reauthorization of TEA-21 and the need for several very specific actions by Congress which are required to keep the USDOT, the federal aid highway program, FHWA, FTA and some other modal administrations operating after September 30. (The Federal Aviation and Federal Rail Administration are not effected by this issue since they have their own authorizations in place.)

In Michigan, MDOT and the MPO's met earlier this week and discussed steps which need to be taken in order to keep FHWA planning funds in place so that we may continue to operate after September 30 as well. These actions are primarily being taken in order to be prepared for the worst case scenario, which would be in the event that there are insufficient actions taken by Congress, which would require the beginning of an orderly shutdown of these programs and their staff effective October 1.

One action requested by MDOT and FHWA is obtaining approval of all MPO Transportation Planning Work Programs, including ours, no later than September 10 at the local level so that MDOT can take the steps necessary to assure their approval by FHWA, prior to September 22, when the FHWA will close their accounts on the fiscal year books and on payments for funding for the current year. The MPO's, with MDOT's help, will be using the advance construction option and will also try to pool all available carryover balances statewide (and establishing a system of accounts to provide for future reimbursements between the MPO borrowers and the MPO lenders, as was done when ISTEA expired in 1997), which may allow most of us to continue operating for some time using these and other sources. However, this requires FHWA approval in advance, and in order to be eligible to have these expenses reimbursed when federal funds do become available, this also needs to be completed prior to the FHWA closing their books on September 22, and Work Program approval and a number of other steps by both MDOT/FHWA also must be taken beginning the week of September 8 in order for this to happen. FHWA approval of the Work Program is also required before all of these things can happen.

## Agenda Item 14a

Taking all of these steps before September 22 is somewhat unusual, and this is due in part to quite different legislative requirements than those that were in place when the ISTEA authorization lapsed on September 30, 1997, and is primarily due to changes in the law which were made as part of TEA-21 which require several specific things to be approved by Congress in order to allow FHWA and its employees to continue to operate. Keep in mind, that even if we can operate using advance construct and other sources, or by pooling our available carryover, we all will still want to get reimbursement from the FHWA for eligible activities when there are new funds available and this requires FHWA approval in advance. Similarly, even if we can continue to operate using other sources, there may not be any employees at FHWA OR FTA to process payments and take other routine administrative actions--things like approving TIP amendments, work programs, project revisions, signing checks and other administrative activities--if they are not working.

The Draft 2004 Work Program is completed and will be mailed to CARTS and the Commission next week for their review. CARTS and their Work Program/Budget Subcommittee will meet to act on these items on Tuesday, September 2. (The Work Program/Budget Subcommittee will meet at 8:45 prior to CARTS at 9:30 AM.)

This information was presented and discussed by our Executive Committee on Wednesday, with Marsha Small making the request to call a special meeting on behalf of MDOT and with Commissioner Bauerle, as TRC Chair, in attendance. The Executive Committee then called a special meeting of the Commission, which will be held in lieu of the regularly scheduled Transportation Review Committee meeting, and the Commission will be asked to act on the 2004 Work Program/Budget. This special Commission meeting has been scheduled for 3:00 P.M. on Wednesday, September 10. A special meeting notice will be mailed to the Commission next week, along with copies of the DRAFT Work Program.

I also was directed by the Executive Committee to prepare a sample resolution for consideration by local City Councils, County Boards & Township Boards, County Road Commissions and others for transmittal to the Congressional delegation. I have attached a draft of that sample resolution (in both Word and WordPerfect formats) which I prepared based on information from AASHTO which was distributed by Denise Jackson of MDOT at the emergency meeting held by Michigan MPO Directors on Tuesday.

Although I do not have an electronic version of this fact sheet, copies of this fact sheet will be included in both the CARTS and Commission mailings next week. However, if you have need to get a copy sooner as background for consideration of this resolution by Boards and Councils next week, please contact Maria Habba on our staff at 393-0342 and she will be glad to fax a copy to you.

I also was specifically asked by Bill Sharp, Larry Martin and other members of the Executive Committee present to get these items to them prior to next Tuesday so that they could perhaps be considered in East Lansing and by the Clinton County Board next week.

## Agenda Item 14a

Because of this request, I am emailing drafts of these sample resolutions to all members of CARTS and to all Commissioners for whom I have email addresses on file. This includes representatives from each of the three Counties, the Cities of Lansing, East Lansing, Mason and Dewitt, each of the County Road Commissions and transit agencies and most townships represented on either CARTS, the Commission, or both.

As directed by the Executive Committee, I am supplying these sample resolutions for the purpose of educating Commissioners and their staff about these issues in a timely manner. Feel free to modify them and localize them as appropriate. The action points listed in the NOW THEREFORES are basically cut directly from the AASHTO fact sheet, although I did edit them in a couple of places for clarity. The last clause concerning delivery of the resolutions by fax, email or in person is also unusual, but reflects the fact that most Congressional mail must now go through extensive security screening before they even reach Congressional offices and a letter is not likely to actually reach members of the delegation before the deadline for action passes. When Congress returns from the current recess, they will have only 13 days left to complete all of the steps itemized in the resolution. Of course, as always, your calls and direct contact are probably one of the most effective ways to communicate with the delegation or their staff on this matter.

I will be out of the office Monday through Labor Day, so if you have any questions on these items, I will be in from about 1:30 until about 4:15 this afternoon. Jon Coleman and Steve Skinker will be able to answer any questions or address any issues which may come up next week in my absence.

Some related information, transmitted to MPO Directors by Jim Cramer at FHWA, & whose contact information is listed there, also may answer questions any of you may have on this matter.

Regards,

PTH

517.393.0342 (phone)

517.393.4424 (fax)

[tritrans@acd.net](mailto:tritrans@acd.net) (email 1)

[phamilton@mitcrpc.org](mailto:phamilton@mitcrpc.org) (email 2)

[www.mitrpc.org](http://www.mitrpc.org) (web)



Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**A RESOLUTION ENCOURAGING THE UNITED STATES CONGRESS TO TAKE ACTION ON LEGISLATIVE REMEDIES TO ALLOW THE FEDERAL HIGHWAY ADMINISTRATION, THE UNITED STATES DEPARTMENT OF TRANSPORTATION AND OTHER AGENCIES TO CONTINUE TO MAKE PAYMENTS ON EXISTING OBLIGATIONS AND CONTINUE OPERATIONS BEYOND SEPTEMBER 30, 2003**

WHEREAS, the Transportation Equity Act for the Twenty-First Century (TEA-21) authorizing federal aid surface transportation programs expires effective September 30, 2003; and

WHEREAS, Congress has not yet enacted reauthorization legislation to continue the federal aid surface transportation program; and

WHEREAS, the authority of Federal Highway Administration (FHWA) and U.S. Department of Transportation (USDOT) for administration of said federal aid highway program will also cease and these agencies will also be required to begin an orderly shut down on October 1 without legislative remedies being enacted by Congress which will provide authorization for payments or further obligations for the national surface transportation programs; and

WHEREAS, local city, county and state surface transportation programs and projects and Metropolitan Planning Organizations (MPOs) are dependent on continuation of the national surface transportation program for delivery of said program and projects, and on continued operations of FHWA and the USDOT, in order to continue their federally funded program of projects and federally required transportation planning activities; and

WHEREAS, prompt legislative remedies are required from Congress in order to assure continuation of the nation's surface transportation programs, projects and metropolitan planning activities after September 30, 2003; and

WHEREAS, disruption of these programs, projects and planning activities will create a significant hardship on the national economy, the economic engines which our state and local governments and metropolitan areas are to the national economy, and to individual state, county and city transportation programs and projects and to Metropolitan Planning Organizations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby encourage the United States Congress to, at a minimum, enact each of the following legislative remedies, all of which are required immediately, but prior to October 1, 2003, in order to assure there is continuation of the nation's surface transportation programs by the USDOT, the FHWA, the states, local city and county governments and Metropolitan Planning Organizations:

1. To permit contract authority previously made available to be obligated for Federal-aid highways, Title 26 must be amended, or a Revenue Bill enacted, to allow expenditures from the Highway Trust Fund for liquidation of new obligations by states and by FHWA incurred after September 30, 2003; and
2. To allow FHWA to continue administration of the Federal-aid program, new amounts of sufficient contract authority or other budget authority must be provided for administrative expenses; and
3. An appropriations Act or a Continuing Resolution would be required to make sufficient liquidating cash available from the Highway Trust Fund.

BE IT FURTHER RESOLVED, that in order to assure continuation of these programs which are so vital to the economies of the nation, states, cities, counties and metropolitan areas, the Ingham County Board of Commissioners does further encourage the United States Congress to enact each of the legislative remedies below in order to provide for a continuing new program authority to the USDOT and the FHWA, including:

1. Amending Title 26 or enacting a stand-alone Revenue Bill which provides that administrative funds for the USDOT and FHWA is authorized to be appropriated in order to assure Federal-aid programs can continue to the extent that unobligated balances of contract authority are available; and
2. To provide additional funding to USDOT and FHWA by enacting continuing authorizing legislation for some stated period to continue some or all apportioned and allocated programs at approximately the current level.

BE IT FURTHER RESOLVED, that this resolution, along with the appropriate supporting materials be faxed, emailed or hand carried to the offices of the Michigan Congressional delegation, as appropriate, to encourage their prompt attention to the need for urgent action prior to October 1, 2003.

**JOSEPH K. COX**

*ATTORNEY AT LAW*  
203 W. Grand River Ave.  
P.O. Box 0239  
Webberville, MI 48892-0239  
(517) 521-3015, Fax: (517) 521-3710  
cox@cablespeed.com

August 27, 2003

Gerald W. Ambrose  
Office of the Ingham County Controller  
County Courthouse  
PO Box 319  
Mason, MI 48854

VIA FAX 517-676-7306  
& FIRST CLASS MAIL

Re: Letter dated August 25, 2003, Village of Webberville

Dear Mr. Ambrose:

Mr. John Hanieski shared your letter with the Village Council and the members of the Downtown Development Authority at the 8/25/2003 Public Hearing on Proposed Amendments to its Existing Economic Development and Tax Increment Plan. It was indeed unfortunate that this letter and/or your concerns could not have been addressed sooner.

I advised Mr. Hanieski in response to your letter and on behalf of the Webberville Downtown Development Authority and the Village that the county apparently misunderstood the nature of the amendments being proposed or did not have the benefit of a copy of the amendments. I am thus enclosing a copy of the proposed amendments to the plan.

Upon review of the amendments you should note that no where in the plan is the Downtown District or the Tax Increment Financing District proposed to be modified in any way. While the boundaries of the Downtown Development District consist of the boundaries of the Village, the boundaries of the Tax Increment Financing District involve only an area zoned and used principally for business. These boundaries have not been changed with one exception when a certain parcel of property was deleted from the district several years ago.

Since the plan does not envision the alteration of any Downtown District Boundaries or Tax Increment Financing District Boundaries the "opt out provisions" available to the County in MCLA 125.1653 do not apply and hence your policy as expressed in your resolution is not applicable.

The Village and the DDA have been aware of the County's' policy regarding capture of its taxes whenever District Boundaries are changed to incorporate new captured taxes, when it was originally adopted. As expressed in the Resolution its adoption was predicated upon an amendment to the DDA Act which allows you to "opt out" of capture of the County Taxes when a District Boundary is amended.

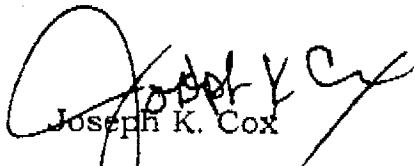
Opt out provisions are not available to taxing jurisdictions whose taxes are captured in a DDA District when existing plans within existing boundaries are amended to provide for the specific use of funds already being legally captured by the DDA.

While the DDA welcomes the county's input and its suggestions on the use of its captured taxes, it nevertheless believes that it is best suited to determine the use of such captured taxes within the Village following the established statutory scheme. The use of all of the taxes captured by the DDA in the Village has remained essentially unchanged since the DDA was originally established in 1984. The amendments to the plan in large part merely recite proposed uses which are more specific and which have been updated to reflect the projects which have been accomplished and projects which continue to warrant development.

I would be happy to discuss this matter with you in further detail should you so desire and I am sure the president of the Village and the DDA welcomes the county's input in the development matters taking place in the Village.

For those reasons there is no reason or legal basis for the Village and the DDA to be entering into a tax sharing agreement with the County under the circumstances you have proposed.

Regards,



Joseph K. Cox

JKC/dac

Enclosures

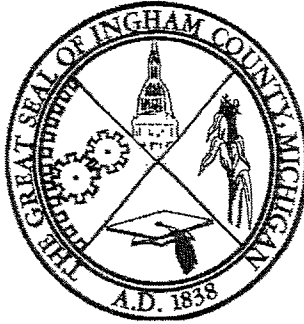
Cc: Randy Shafer, County Commissioner

**FILE COPY**

*OFFICE OF THE INGHAM COUNTY CONTROLLER*

**Gerald W. Ambrose**  
Controller

County Courthouse  
P.O. Box 319  
Mason, Michigan 48854  
Phone (517) 676-7206  
FAX (517) 676-7306  
Email: [cojerr@ingham.org](mailto:cojerr@ingham.org)



John L. Neilsen  
Deputy Controller  
Phone (517) 676-7209  
FAX (517) 676-7306  
Email: [cojohn@ingham.org](mailto:cojohn@ingham.org)

Teri Younger  
Budget Director  
Phone (517) 676-7218  
FAX (517) 676-7337  
Email: [bdteri@ingham.org](mailto:bdteri@ingham.org)

August 25, 2003

Ms. Rosa Lee Jones, Village Clerk  
Village of Webberville  
P.O. Box 389  
Webberville, MI 48892

Dear Ms. Jones:

Thank you for the opportunity to comment on the amendments to the economic development plan and tax increment financing plan proposed by the Webberville Downtown Development Authority.

The County Board of Commissioners has expressed its support for economic development projects and will allow its property tax revenues to be captured under certain conditions. Those conditions are contained in a Resolution adopted August 22, 1995 entitled Resolution Establishing a Policy on Tax Sharing Agreements. A copy is included with this letter.

The Resolution states, "The County will not permit the capture of county property tax revenues in any new or amended development districts unless the Ingham County Board of Commissioners has approved a tax sharing agreement with the affected Downtown Development Authority... and the affected municipality."

There are seven conditions to be met:

1. The agreement must be only for specifically defined infrastructure projects directly related to economic growth within the district;
2. Specific infrastructure projects must be for specific items of work, limited to a specific dollar amount, to be completed within a specific time period;
3. The Village must allow the capture of its property tax revenues while the county's taxes are being captured;
4. Captured county revenues in excess of the amount needed for the project(s) must be returned annually;

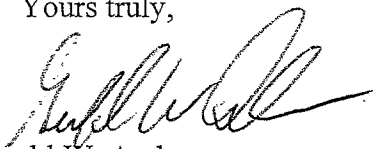
5. The tax sharing agreement shall provide for its expiration at the latter of ten years from its date or the final maturity of any bonds used to finance the project(s).
6. The agreement shall specify the maximum amount of captured county property tax revenues which may be collected;
7. If tax revenue is above expectations, the additional revenues shall be used to retire any obligations related to projects approved by the tax sharing agreement.

The elements of the proposed amendment to the economic development plan that specifically relate to supporting Webberville's economic growth through improved infrastructure investments are within the letter and the spirit of the County's policy. Road improvements, extension or upgrading of water, sewer, storm drainage and industrial park improvements are the kinds of investments the policy anticipates.

There are elements, however, that are problematical. The county policy does not envision the use of county tax revenues to support a facade improvement grant program nor a grant program for residential property developers. A reasonable allocation for planning and engineering in connection with acceptable infrastructure projects is allowed by the policy. But some of the administrative costs contained in the proposed revision to the economic development plan appear beyond the intent of the County Board of Commissioners. For these reasons the County objects to the capture of its property tax dollars as proposed in the plan amendments.

The Ingham County Economic Development Corporation is charged with the administration of this policy. It is reviewing the elements of the proposed amendment to the economic development plan and will submit recommendations related to a tax sharing agreement to the County Board of Commissioners through the appropriate committees. I suggest that the Executive Director of the county EDC discuss this with the members of the Downtown Development Authority in order to reach a mutually acceptable agreement.

Yours truly,



Gerald W. Ambrose  
Controller

GWA/njh

Enclosure

# Ingham County Board of Commissioners



## RESOLUTION

### RESOLUTION ESTABLISHING A POLICY ON TAX SHARING AGREEMENTS

Introduced by the Finance Committee

WHEREAS, state law now gives counties the option of deciding whether or not to allow the capture of county property tax revenues within new or expanded development districts under the Local Development Finance Authority act (LDFA) and the Downtown Development Authority Act (DDA); and.

WHEREAS, the Ingham County Board of Commissioners has considered the advantages and disadvantages of allowing such captures in the future.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following policy with respect to the capture of county property tax revenues within new or expanded development districts under the Local Development Finance Authority Act (LDFA) and the Downtown Development Authority Act (DDA):

- 1) The County will not permit the capture of county property tax revenues in any new or amended development districts unless the Ingham County Board of Commissioners has approved a tax sharing agreement with the affected Downtown Development Authority and/or Local Development Finance Authority and the affected municipality.
- 2) The County will only consider the approval of a tax sharing agreement which meets the following conditions:
  - a) The agreement must be only for specifically defined infrastructure projects which are directly related to economic growth within the district.
  - b) Specifically defined infrastructure projects must be for specific items of work, each of which is limited to a specific maximum dollar amount, to be completed within a specified time period.
  - c) The affected jurisdiction must allow the capture of its property tax revenues for the period of time for which County property revenues are captured.
  - d) Any captured county property tax revenues collected in excess of the amounts required for the projects defined within the agreement must be returned to the County on an annual basis.
  - e) The tax sharing agreement shall provide that it will terminate at the later of 10 years from its date or at the final maturity of any bonds, notes or other obligations payable from tax increment revenues subject to the agreement.
  - f) The agreement shall specify the maximum amount of captured county property tax revenues which may be collected.
  - g) If tax revenue is generated faster than anticipated due to growth within the district exceeding initial projections, the additional revenues may be used to defease or call any bonds or other debt obligations related to the projects approved by the tax sharing agreement in proportion with funds from other taxing jurisdictions.



- 3) The County Economic Development Corporation is designated as the county agency responsible for evaluating requests for the capture of county property tax revenues as to conformance with this policy, and shall recommend approval or disapproval of any such proposed agreement to the Board of Commissioners through its Administrative Services/Personnel Committee and its Finance Committee.
- 4) A copy of any approved agreement shall be given to the County Treasurer, who shall take the necessary steps to assure that any captured property tax revenues collected in excess of the amounts permitted by the agreement are returned to the County on an annual basis.
- 5) The Board of Commissioners may also consider other relevant issues, including the possible environmental impact of the projects envisioned with such proposed tax sharing agreements.

BE IT FURTHER RESOLVED, that upon receipt of a request for the capture of county property tax revenues, a resolution responding to the request as provided by this policy shall be placed on the appropriate committee agendas for consideration for final action by the Board of Commissioners within the 60 day statutory deadline.

BE IT FURTHER RESOLVED, that a copy of any request for the capture of county property tax revenues shall be forwarded to the County Economic Development Corporation.

BE IT FURTHER RESOLVED, that an initial rejection by the Board of Commissioners of such a request may be rescinded if and when a tax sharing agreement is reached which meets the conditions of this policy.

FINANCE

Yeas: Goulet, Grebner,  
McDonald, Schafer,  
Czarnecki

Nays: None

Absent: Gallagher  
Approved 8/16/95



MEMORANDUM

TO: County Services Committee  
FROM: John L. Neilsen, Deputy Controller  
DATE: August 28, 2003  
SUBJECT: State Critical Bridge Funds to Replace the Old Plank Road Bridge

Commissioners,

Back in 2001 the Ingham County Board of Commissioner's adopted Resolution #01-98, "Resolution Supporting the Ingham County Road Commission's Application for Federal and State Critical Bridge Funds to Replace the Old Plank Road Bridge over the Grand River in Onondaga Township". (see attached)

The project has not yet been funded, and at the Board of Commissioners' leadership meeting it was suggested to adopt a similar resolution to reaffirm the Board of Commissioners' support of the project.

Such a resolution is attached for your consideration and approval.

**ADOPTED - APRIL 10, 2001**

**Agenda Item No. 2**

Introduced by the Administrative Services/Personnel Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION SUPPORTING THE INGHAM COUNTY ROAD COMMISSION'S APPLICATION FOR FEDERAL AND STATE CRITICAL BRIDGE FUNDS TO REPLACE THE OLD PLANK ROAD BRIDGE OVER THE GRAND RIVER IN ONONDAGA TOWNSHIP**

**RESOLUTION #01-98**

WHEREAS, the Ingham County Road Commission has jurisdiction of the Old Plank Road Bridge over the Grand River in Onondaga Township, Ingham County; and

WHEREAS, the Old Plank Road Bridge has deteriorated to the point where the structure only allows vehicles weighing 15 tons or less to cross the bridge which makes it restrictive to fire engines and most trucks, other than pickup trucks; and

WHEREAS, the Road Commission is required to submit its application for critical bridge funds to the Michigan Department of Transportation by June 1, 2001 and the Board of Commissioners, recognizing the importance of this project, wishes to express its support of the application for federal and state critical bridge funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution in support of the Road Commission's application for federal and state critical bridge funds to replace the Old Plank Road Bridge over the Grand River in Onondaga Township.

BE IT FURTHER RESOLVED, that the Board of Commissioners urges strong consideration of the application during the review process as the safety and convenience of this bridge is of paramount importance to the well-being of the general public and specifically to the residents of Ingham County.

**ADMINISTRATIVE SERVICES/PERSONNEL: Yeas:** Stid, Celentino, Minter, Swope, De Leon

**Nays:** None      **Absent:** None      **Approved 4/3/01**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION URGING SUPPORT FOR THE INGHAM COUNTY ROAD COMMISSION'S APPLICATION FOR FEDERAL AND STATE CRITICAL BRIDGE FUNDS TO REPLACE THE OLD PLANK ROAD BRIDGE OVER THE GRAND RIVER IN ONONDAGA TOWNSHIP**

WHEREAS, the Ingham County Road Commission has jurisdiction of the Old Plank Road Bridge over the Grand River in Onondaga Township, Ingham County; and

WHEREAS, the Old Plank Road Bridge has deteriorated to the point where the structure only allows vehicles weighing 15 tons or less to cross the bridge which makes it restrictive to fire engines and most trucks, other than pickup trucks; and

WHEREAS, the Road Commission submitted an application for critical bridge funds to the Michigan Department of Transportation and the Board of Commissioners, recognizing the importance of this project, expressed its support of the application for federal and state critical bridge funds through Resolution #01-98; and

WHEREAS, the State has not funded the project at this time.

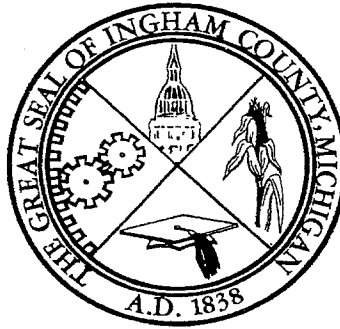
THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution to affirm its support of the Road Commission's application for federal and state critical bridge funds to replace the Old Plank Road Bridge over the Grand River in Onondaga Township.

BE IT FURTHER RESOLVED, that the Board of Commissioners urges strong consideration of the application during the review process as the safety and convenience of this bridge is of paramount importance to the well-being of the general public and specifically to the residents of Ingham County.

**OFFICE OF THE INGHAM COUNTY CONTROLLER**

**Gerald W. Ambrose**  
Controller

County Courthouse  
P. O. Box 319  
Mason, MI 48854  
Phone (517) 676-7205  
FAX (517) 676-7308  
Email: [gambrose@ingham.org](mailto:gambrose@ingham.org)



**John L. Neilsen, Deputy Controller**  
Phone (517) 676-7209  
FAX (517) 676-7306  
Email: [jneilsen@ingham.org](mailto:jneilsen@ingham.org)

**Teri Younger, Budget Director**  
Phone (517) 676-7218  
FAX (517) 676-7337  
Email: [tyounger@ingham.org](mailto:tyounger@ingham.org)

September 2, 2003

Mr. John G. Daher, Supervisor  
Mr. Steve Hayward, Director  
Planning & Development Dept.  
Lansing Charter Township  
3209 W. Michigan Avenue  
Lansing, MI 48917

RE: Proposed Voluntary Agreement Allowing for the Capture of \$7 million in County Property Taxes to Support the Development of Infrastructure in Lansing Township  
DDA's TIFA (Eastwood Towne Center)

Dear Mr. Daher and Mr. Hayward:

The Ingham County Board of Commissioners recently authorized staff to negotiate a voluntary agreement with Lansing Charter Township which would allow the capture of county property taxes to support some of the projects identified in the Township's Development and Tax Increment Financing Plan. This letter and draft resolution outlines a proposal which would allow the capture of \$7 million in county property tax revenues over the next 15 years.

The County's proposal to allow the capture of \$7 million over 15 years is a significant commitment by Ingham County in the continued commercial development in Lansing Charter Township. An average of \$350,000 annually in county revenues, which would otherwise be used to provide public safety, public health, recreation and other county services to all 279,320 residents of Ingham County, would be diverted for this purpose, starting with \$180,000 in December, 2003.

Current policy provides that Ingham County will support economic development initiatives by considering participation in specifically defined infrastructure projects, provided that such projects are defined in scope and in time, not exceeding 10 years or the date of the final maturity of bonds or other financial instruments financing the projects. It also anticipates that revenues from other taxing units will be captured.

The proposed agreement to allow the capture of \$7 million in county tax revenues is based on these considerations:

**FILE COPY**

Mr. John G. Daher and Mr. Steve Hayward

September 2, 2003

Page Two

- 
- County capture to be in proportion to total capture - The county property tax levy, which would provide the base for the capture of county revenues, is 36.1% of the total levies subject to capture. Actual county levies subject to capture for December, 2003, will total 8.6011 mills, while the levies from Lansing Township, LCC, CATA, and CADA will total 15.2522 mills.
  - County capture for basic infrastructure projects - Eight of the proposed projects, estimated to cost a total of \$19.2 million, are identifiable as basic infrastructure projects (i.e., sewer, road, drainage, and utility improvements). Based on a county capture in proportion to total capture, the county's share of infrastructure support is 36.1% of the \$19.2 million, or \$6,931,000.
  - County capture completed within 15 years - According to the projections provided in the DDA plan, \$7 million in county revenues can be reasonably be expected to be captured within 15 years, provided average annual growth slightly exceeds 2.5%:

\$ 5.99 million capture projected over 15 years @ 1.0% average annual growth

\$ 6.82 million capture projected over 15 years @ 2.5% average annual growth

\$ 8.48 million capture projected over 15 years @ 5.0% average annual growth

Authority to negotiate any agreement was authorized by the Board of Commissioners even though there is stated concern that the benefit to the residents of Ingham County in exchange for this public investment is not at all certain. No evidence has been presented that further development of this new commercial area will significantly increase economic activity within the county or region instead of concentrating existing economic activity at the expense of other areas of the county. In addition, there is no evidence that the area of investment is an economically declining area as was envisioned in the statute creating the DDA statute.

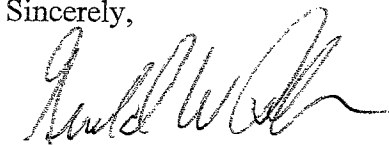
This proposal does not waive any legal rights the County may otherwise have if an agreement is not entered into and is submitted for settlement purposes only. Further, if a court determines that the Lansing Township DDA and/or Plan was not properly established, or is otherwise invalid, then the tax-sharing agreement between Ingham County and Lansing Township shall be rendered null and void.

I will be reporting to the Board of Commissioners through its County Services and Finance Committees, on the status of these negotiations at their September 16 and September 17 meetings.

I would appreciate a response prior to these times.

Thank you and please contact me if you would like to discuss this further.

Sincerely,



Gerald W. Ambrose  
Controller

GWA/njh

**DRAFT**

**RESOLUTION APPROVING A TAX SHARING AGREEMENT BETWEEN THE COUNTY OF INGHAM AND THE CHARTER TOWNSHIP OF LANSING**

WHEREAS, Lansing Charter Township has approved a Development and Tax Increment Financing Plan which could potentially capture as much as \$33 million in county property taxes over the next 30 years; and

WHEREAS, through adoption of Resolution #03-150, the Ingham County Board of Commissioners has objected to this potential capture as outlined in the adopted plan; and

WHEREAS, the Ingham County Board of Commissioners and the Lansing Charter Township Board of Trustees wish to resolve this disagreement and avoid litigation; and

WHEREAS, representatives of Ingham County and Lansing Charter Township have met in an attempt to negotiate a voluntary tax sharing agreement; and

WHEREAS, the representatives have arrived at an agreement which they are recommending to be the basis of a voluntary tax sharing agreement.

THEREFORE BE IT RESOLVED, that the \_\_\_\_\_ (Ingham County Board of Commissioners) (Lansing Charter Township Board of Trustees) approve a voluntary tax sharing agreement based on the following:

1. The Ingham County Board of Commissioners voluntarily approves the capture of a maximum of \$7 million in county property tax revenues over the next 15 years, to be used as county participation in the cost of the following infrastructure projects identified in the Lansing Charter Township Development and Tax Increment Financing Plan:

Project #	Description	Est. Cost
3	Complete Wood Road Sewer	\$300,000
4	Construct Road in rail ROW from wood Road to County Line	\$500,000
6	Redesign interchange at 127 & Lake Lansing Road	\$3,500,000
12	Improve Storm Drainage	\$4,000,000
13	Provide additional parking capacity	\$5,000,000
14	Construct Sidewalks	\$250,000
15	Install Street and Sidewalk lighting	\$600,000
21	Bury Overhead Electric lines	\$5,000,000
		\$19,150,000

2. The manner in which the captured funds are utilized toward these projects are at the discretion of the Lansing Charter Township DDA; provided however, that the captured funds are utilized only to accomplish the projects identified herein including all engineering, architectural, financing and related expenses; that the township will detail for the county the specific use of the funds; and that any residual funds will be returned to the county.
3. The agreement will expire at the time that \$7 million in county property taxes have been collected, or by December 31, 2018 at the latest.
4. The parties may mutually agree to modify the terms of this agreement by appropriate actions of the respective governing bodies.
5. The capture of property taxes will be at 80% of the values, and against all county levies, as provided for in the currently adopted plan.

BE IT FURTHER RESOLVED, that should a court determine that the Lansing Township DDA and/or Plan was not properly established, or is otherwise invalid, then the tax-sharing agreement is rendered null and void;

BE IT FURTHER RESOLVED, that the \_\_\_\_\_ (Ingham County Board of Commissioners) (Lansing Charter Township Board of Trustees) authorizes its legal counsel to draft a final agreement based on this resolution.

BE IT FURTHER RESOLVED, that the appropriate officials are authorized to sign the agreements as recommended by legal counsel.

**LAKE COUNTY BOARD OF COMMISSIONERS  
RESOLUTION IN SUPPORT OF ALLOWING FOR CHANGE  
IN THE COMPOSITION OF COUNTY BOARDS OF ROAD COMMISSIONERS  
#06/25/03 1011**

**WHEREAS**, state law currently provides that a county board of road commissioners shall consist of three members, each serving staggered six-year terms; and

**WHEREAS**, state law does not clearly provide for the creation of road commissioner districts within a county; and

**WHEREAS**, road commissioners risk violating the Open Meetings Act when communicating with one another outside a publicly noticed meeting; and

**WHEREAS**, road commissioners' inability to discuss procedural and substantive issues with each other, except at properly scheduled and noticed public meetings, hinders the professional development and growth of the road commissioners; and

**WHEREAS**, increasing the number of members on road commissioner boards from three to five members would facilitate increased communication and a more cohesive working relationship among board members.

**NOW, THEREFORE, BE IT RESOLVED** that Lake County Board of Commissioners does hereby support the introduction and adoption of legislation that provides a county board of commissioners with the option to increase its county road commissioners from three to five members.

**BE IT FURTHER RESOLVED** that the Lake County Board of Commissioners supports the introduction and adoption of legislation that provides county boards of commissioners with the option of setting the terms of road commissioners for four or six years and of establishing road commissioner districts to encourage fair representation of the entire county.

**STATE OF MICHIGAN)**  
**)SS**  
**COUNTY OF LAKE )**

I, **Sharyn McGreehan**, Deputy Clerk of the Board of Commissioners for the County of Lake, do hereby certify that the above and foregoing is a true and correct copy of a resolution passed by the Lake County Board of Commissioners at a regular meeting held on June 25, 2003.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the official seal at Baldwin, Michigan, this 25<sup>th</sup> day of June, 2003.

*Sharyn McGreehan*  
Sharyn McGreehan, Deputy Clerk of the Board

**RECEIVED**  
JUN 28 2003  
COUNTY CLERK



**LAKE COUNTY BOARD OF COMMISSIONERS**

**Resolution**

**#08/13/03 1012**

**WHEREAS**, affordable health care is a national issue impacting state and local governments, non-profit organizations, and private business; and

**WHEREAS**, pharmaceutical drug costs are increasing faster than the medical inflation rate; and

**WHEREAS**, pharmaceutical drug costs are projected to increase rapidly because of the aging population, drug treatments for medical conditions, and marketing and product development costs; and

**WHEREAS**, the State of Michigan has joined with other states in a purchasing program for pharmaceutical drugs; and

**WHEREAS**, Counties could assist with implementation at the local level.

**THEREFORE, BE IT RESOLVED**, that the Lake County Board of Commissioners urges counties to request local government participation in the state purchasing program; and

**BE IT FURTHER RESOLVED**, that the county's request be provided to Governor Granholm, our area legislators and all eighty-three counties; and

**BE IT FURTHER RESOLVED** that the Michigan Association of Counties adopt county inclusion in the drug-purchasing program as a priority.

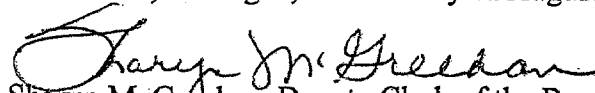
**STATE OF MICHIGAN)**

**)SS**

**COUNTY OF LAKE )**

I, **Sharyn McGreehan**, Deputy Clerk of the Board of Commissioners for the County of Lake, do hereby certify that the above and foregoing is a true and correct copy of a resolution passed by the Lake County Board of Commissioners at a regular meeting held on August 13, 2003.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the official seal at Baldwin, Michigan, this 13<sup>th</sup> day of August, 2003.

  
Sharyn McGreehan, Deputy Clerk of the Board

**RECEIVED**

**AUG 18 2003**

**INGHAM COUNTY CLERK**

**Resolution #2003-18**

**RESOLUTION OF THE ISABELLA COUNTY BOARD OF COMMISSIONERS  
REQUESTING PARTICIPATION IN THE STATE PRESCRIPTION DRUG  
PURCHASING PROGRAM**

**WHEREAS,** affordable health care is a national issue impacting state and local governments, non-profit organizations, and private business; and

**WHEREAS,** the pharmaceutical drug costs are increasing faster than the inflation rate for other health care costs;

**WHEREAS,** the pharmaceutical drug costs are projected to increase rapidly because of the aging population, drug treatments for medical conditions, and marketing and product development costs; and

**WHEREAS,** the State of Michigan has joined with other states in a purchasing program for pharmaceutical drugs; and

**NOW THEREFORE BE IT RESOLVED THAT** the Isabella County Board Commissioners urges the state to allow local government participation in the state prescription drug purchasing program;

**BE IT FURTHER RESOLVED THAT** the Michigan Association of Counties adopt county participation in the drug-purchasing program as a legislative priority.

\*\*\*\*\*


STATE OF MICHIGAN )  
COUNTY OF ISABELLA )

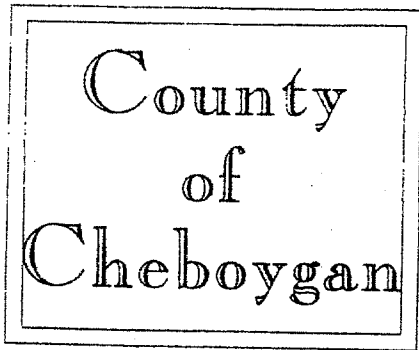
I Joyce A. Swan, Clerk of the County of Isabella, do hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted by an unanimous vote of the Isabella County Board of Commissioners present on July 15, 2003.

**RECEIVED**

JUL 21 2003

INGHAM COUNTY CLERK

  
Joyce A. Swan, Clerk of the  
Isabella County Board of  
Commissioners



BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 118
Cheboygan, Michigan 49721

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

RESOLUTION 03-029
REQUESTING LOCAL GOVERNMENT PARTICIPATION IN
THE STATE PURCHASING PROGRAM FOR PHARMACEUTICAL DRUGS

WHEREAS, affordable health care is a national issue impacting state and local governments, non-profit organizations, and private business; and

WHEREAS, the pharmaceutical drug costs are increasing faster than the medical inflation rate; and

WHEREAS, the pharmaceutical drug costs are projected to increase rapidly because of the aging population, drug treatments for medical conditions, and marketing and product development costs; and

WHEREAS, the State of Michigan has joined with other states in a purchasing program for pharmaceutical drugs; and

NOW THEREFORE BE IT RESOLVED, the Cheboygan County Board of Commissioners urges the state to allow local government participation in the state prescription drug purchasing program;

BE IT FURTHER RESOLVED, that the counties' request be provided to Governor Jennifer Granholm, our area legislators, and all 83 counties;

BE IT FURTHER RESOLVED, the Michigan Association of Counties adopt county participation in the drug-purchasing program as a legislative priority.

Handwritten signature of Herbert Makima

Herbert Makima, Chairman
Cheboygan County Board of Commissioners

I, Karen Brewster, Chief Deputy Clerk of Cheboygan County and of the Cheboygan County Board of Commissioners, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Board at the workshop meeting on August 12, 2003.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 12th day of August, 2003 at Cheboygan, Michigan.

RECEIVED

AUG 15 2003

Handwritten signature of Karen Brewster

Karen Brewster, Chief Deputy
Cheboygan County Clerk/Register

INGHAM COUNTY CLERK

District 1
Linda LaChapelle
Vice-Chairman

District 2
Herb Makima
Chairman

District 3
Ronald Neuman

District 4
Alice Mushlock

District 5
James Charbonneau

District 6
John B. Wallace

District 7
Robert R. Bolinger