CALL TO ORDER

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

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

Members Absent: None.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Bill Fowler, Equalization & Tax Mapping Director, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

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

APPROVAL OF THE MINUTES

Commissioner Maiville moved to approve the minutes of the April 9, 2019 meeting. Commissioner Slaughter supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that without objection, attachments for Agenda Item No.13 - Resolution to Authorize an Agreement with Huntington National Bank for the Financing of a Vactor Truck would be added to the agenda.

PETITIONS AND COMMUNICATIONS

AN EMAIL FROM BROCKTON FELTMAN RESIGNING FROM THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD. Chairperson Crenshaw accepted the resignation and placed the email on file.

A LETTER FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY REGARDING THE AIR QUALITY DIVISION’S PENDING NEW SOURCE REVIEW APPLICATION REPORT. Chairperson Crenshaw placed the letter on file.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

A LETTER FROM MARK GREBNER, REGARDING THE DISMISSAL OF A COMPLAINT AGAINST FORMER COMMISSIONER DEB NOLAN. Chairperson Crenshaw placed the letter on file.

RESOLUTION 19-06 FROM THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS SUPPORTING HB 4227 THE CREATION OF A COMMITTEE ON MICHIGAN’S MINING FUTURE. Chairperson Crenshaw placed the notice on file.

A LETTER FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY, STATE HISTORIC PRESERVATION OFFICE, REGARDING THE NOMINATION OF THE NORTH LANSING HISTORIC COMMERCIAL DISTRICT TO THE NATIONAL REGISTER OF HISTORIC PLACES. Chairperson Crenshaw placed the letter on file.

LIMITED PUBLIC COMMENT

Barb Byrum, County Clerk, made the following statement:

“Good evening

I am addressing the Board of Commissioners in my capacity as the chief elections official in Ingham County and a countywide elected official in response to Mark Grebner’s April 15, 2019 correspondence to the Board of Commissioners regarding former Commissioner Deb Nolan.

I find it fascinating that a sitting commissioner chose to represent another commissioner with respect to a complaint that a countywide elected official made with law enforcement.

I believe the ethical dilemma presented is glaringly obvious, however, in the interest of clarity, allow me to state a few reasons why:

First, a commissioner that uses their position to advance their agenda unrelated to their role as a commissioner is inappropriate. At a minimum, there could be a perception of abuse of office.

Second, such a relationship could create an atmosphere of intimidation or fear of retaliation.

The Board of Commissioners approves my budget. Commissioner Grebner is the chairperson of the Finance Committee, the last committee to approve each year’s budget request before it goes to the full Board for consideration.

You and I serve as co-employers with respect to the employees in my Office. Commissioner Grebner also sits on the County Services Committee, which oversees employee issues, reclassifications, and reorganizations, as well as other matters pertaining to my Office.

Despite Mr. Grebner’s letter, the Michigan State Police has not advised me that the case is closed or that the complaint was dismissed as “unfounded.”

Moreover, even if the Michigan State Police is not pursuing charges, it does not necessarily mean that Ms. Nolan did not violate the law, the spirit of the law, or is innocent.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

It could mean that the Michigan State Police determined that, in consultation with the appropriate criminal prosecuting authority, a case could not be proved beyond a reasonable doubt. Or there was not enough resources to prosecute election complaints.

In August 2018, it was reported to me by a member of this body that Deb Nolan indicated that she resided at a home on Rosamond Street in Lansing. Ms. Nolan made this statement to the Commissioner at this residence while he was visiting, and Ms. Nolan asked that I specifically not be told as she was representing a Meridian Township commission district.

Quite frankly, this entire situation underscores the importance of the County’s Ethics Policy, which is sorely in need of an update.

In my opinion, the current version, which was drafted by Commissioner Grebner, was intentionally crafted to allow this type of unethical behavior to sneak by.

I respectfully request that the Ingham County Board of Commissioners revise its Ethics Policy with particular scrutiny paid to conflicts of interest.

I further request that this occur without Commissioner Grebner as I believe his involvement would result in a blatant disregard for the spirit of the law.

I further request that you hold your members accountable.

Finally, I wanted to make you all aware that on March 12, 2019, Ms. Nolan changed her voter registration to the Rosamond Street address in Lansing.

This is the same address that Ms. Nolan told the Commissioner she lived at in 2018, while representing a Meridian Township commission district.

Thank you.”

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items, with the exception of Agenda Items No.13, 26, 28 and 32. Commissioner Maiville supported the motion.

The motion carried unanimously.

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

Items voted on separately are so noted in the minutes.
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO REVISE THE INGHAM COUNTY CONTRACT PROCEDURES

RESOLUTION # 19 – 169

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

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

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

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

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

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

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

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

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

**Execution of Contracts**

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

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

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

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

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

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

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

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

Regarding Contracts Signed Electronically

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

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

Contract Expiration

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

Purchase Orders (“PO”)

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

Revised - Resolution 19-169
Revised - Resolution 18-194
Adopted - Resolution 15-335
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 6

Introduced by the County Services Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS:

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

RESOLUTION # 19 – 170

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves The Ingham County Farmland and Open Space Preservation Board hosting a 2019 farmland and open space preservation application cycle.
COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None  Absent: None  Approved 04/23/2019

Adopted as part of a consent agenda.
Selection Criteria for Open Space Land Preservation Program
2019 Application Cycle

<table>
<thead>
<tr>
<th>Tier I Criteria Sections</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ecological, scenic, geological criteria</td>
<td>103</td>
</tr>
<tr>
<td>Property size and location criteria</td>
<td>55</td>
</tr>
<tr>
<td><strong>Maximum Total Points</strong></td>
<td>158</td>
</tr>
</tbody>
</table>

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

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

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

2. Water quality values  
   1. Riparian land maximum points: 20

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

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

   2. Wetlands, including buffer area maximum points: 20

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

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

3. Aquifer recharge land maximum points: 20

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

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

3. Habitats  
   1. Forestland maximum points: 10

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

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

2. Others – grassland, shrub land, etc. maximum points: 10

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

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

4. Rare species maximum points: 10

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

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

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

5. Physically (geologically) significant features maximum points: 3

   Up to 3 points may be given. *Example: property has a terminal marine.*
II. PROPERTY SIZE and LOCATION CRITERIA (Maximum 55 points)

6. Parcel size

- Parcels of 100 acres or greater receive 20 points. Points for a property of less than 100 acres are: \[20 \times \text{acreage of parcel}/100\] points.

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

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

- maximum points: 20

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

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

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

8. Location with respect to other protected property

- maximum points: 10

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

- Property is adjacent to protected land 10 points

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

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

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

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

9. Road frontage (paved or gravel)

- maximum points: 2

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

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

10. Block applications

- maximum points: 3

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

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

- Example: Parcel is applying with three other landowners to make a 450 acre block of land: \[3 \times 450 = 1350/300 = 4.5\text{ therefore the points received are 3, the maximum}\]
Note: If only one property in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided the remaining landowners still wish to participate in the block application.

MAXIMUM TOTAL TIER I POINTS POSSIBLE – 133

Applicants note: Landowners who accept federal, state or local matching funds to protect their open space land may be selected for the program before landowners who do not accept such funds, regardless of their relative ranking based on the above “Selection Criteria for Protection of Open Space Land”.
Selection Criteria for Farmland Preservation Program  
2019 Application Cycle

<table>
<thead>
<tr>
<th>Tier I Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.  Agricultural Characteristics</td>
<td>55</td>
</tr>
<tr>
<td>II. Development Pressure</td>
<td>43</td>
</tr>
<tr>
<td>III. Additional Ag Protection Efforts</td>
<td>35</td>
</tr>
<tr>
<td>IV. Other Criteria</td>
<td>10</td>
</tr>
<tr>
<td>V.  Total Points</td>
<td>143</td>
</tr>
</tbody>
</table>

### I. AGRICULTURAL CHARACTERISTICS (55 POINTS)

1. **Agricultural Productivity – Prime and Unique Soils**  
   **Maximum Points: 20**
   - Prime and Unique Soils
     - Prime under all circumstances: 20 points
     - Prime if adequately drained: 15 points
     - Not prime or unique: 0 points
   
   **Example:**
   - 70% of parcel is prime under all circumstances \((0.70 \times 20 \text{ pts}) = 14 \text{ points}\)
   - 30% of parcel is prime if adequately drained \((0.30 \times 15 \text{ pts}) = 4.5 \text{ points}\)
   - Total points = 18.5 points

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

   **Example:**
   - Parcel size is 150 acres: \(150 \times 0.1 = 15\)
   - Parcel size is 85 acres: \(85 \times 0.1 = 8.5\)
   - Parcel size is 350 acres: \(350 \times 0.1 = 35; \text{ 15 points, the maximum possible}\)
   - Parcel size is 13 acres: \(0 \text{ points for parcel less than 14.99 acres}\)

3. **Additional Agricultural Income**  
   **Maximum Points: 15**
   Points will be awarded to operations that have “value-added” agriculture either through animal related production or through production of a specialty crop (crops other than corn, wheat, soybeans), or both, with total sales over $5,000.00 annually.

   **Example:**
   - Parcel is integral to farm operation that produces a specialty crop, which grosses over $15,000 annually. **Total points = 15 points**
4. Proximity to Existing Livestock Farms

Maximum Points: 5

A livestock operation for this purpose means a farm with more than 50 animal units (EPA definition: 1000 lbs = 1 unit)
- Parcel is contiguous to an existing livestock operation: 5 points
- Parcel is located between 0.5 miles and 1 mile of an existing livestock operation: 3 points
- Parcel is located further than 1 mile from an existing livestock operation: 0 points

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

II. DEVELOPMENT PRESSURE (43 POINTS)

5. Proximity to Existing Public Sanitary Sewer or Water, or Both

Maximum Points: 10

Linear (straight line) distance to existing, usable public sanitary sewer, or water services, or both, will result in the following scoring options:
- Less than one-half (1/2) mile from sewer or water: 5 points
- One-half (1/2) mile or more but less than 1 mile: 7 points
- One (1) mile or more but less than 2 miles: 10 points
- Two (2) miles or more but less than 5 miles: 5 points
- More than 5 miles: 0 points

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

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

Maximum Points: 25

<table>
<thead>
<tr>
<th>Distance to Lansing</th>
<th>max points 25</th>
<th>Distance to Mason and Williamston, max points 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farm is up to 1 mile from Lans</td>
<td>25</td>
<td>Farm is 1 mile, or within city boundary</td>
</tr>
<tr>
<td>ing Pop Center</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Farm is 1-2 miles from Pop Center</td>
<td>20</td>
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</tr>
<tr>
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<td>Farm is 2-3 miles from Pop Center</td>
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<tr>
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<td>10</td>
<td>Farm is 3-4 miles from Pop Center</td>
</tr>
<tr>
<td>Farm is 4-5 miles from Pop Center</td>
<td>5</td>
<td>Farm is 4-5 miles from Pop Center</td>
</tr>
<tr>
<td>More than 5 miles from Pop Center</td>
<td>0</td>
<td>More than 5 miles from Pop Center</td>
</tr>
</tbody>
</table>

Example: Farm is located 2 miles from Lansing Designated Population Center Total points = 20
Example: Farm is located 4 miles from City boundary of Mason Total points = 4
7. **Road Frontage (paved or gravel)**

   **Maximum Points: 8**

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

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

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

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**III. ADDITIONAL AGRICULTURAL PROTECTION EFFORTS**

**(35 POINTS)**

8. **Location to Protected Property**

   **Maximum Points: 20**

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

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

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

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

9. **Block Applications**

   **Maximum Points: 15**

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

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

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

   **Note:** If a parcel in a block application is preserved, the remaining landowners will continue to receive full points for this section of the scoring criteria in future cycles, provided they still wish to participate in the block application.
IV. OTHER CRITERIA (10 POINTS)

10. Additional Agricultural Characteristics
Additional agricultural characteristics are USDA certified organic farm or Centennial farm.
Parcel has one or more additional agricultural features
Parcel does not have an additional agricultural feature

Maximum Points: 5
5 points
0 points

11. Michigan Agricultural Environmental Assurance Program (MAEAP) Maximum Points: 5
Participation in the MAEAP demonstrates a commitment to environmental stewardship above and beyond a conservation plan. The State Agriculture Preservation Board has identified the MAEAP as a priority to providing matching funds. Farms verified under the MAEAP must show verification to receive points.
Farm is MAEAP verified
Farm is not MAEAP verified

5 points
0 points

TIER I: TOTAL POINTS POSSIBLE IS 143
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 7

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE APPROVAL OF THE
PRELIMINARY PLAT OF BERRY FARMS

RESOLUTION # 19 – 171

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

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

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

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

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 8

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 – 172

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

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

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

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

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

Adopted as part of a consent agenda.
# APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

## INGHAM COUNTY ROAD DEPARTMENT

**LIST OF CURRENT PERMITS ISSUED**

<table>
<thead>
<tr>
<th>ROW PERMIT#</th>
<th>APPLICANT/ CONTRACTOR</th>
<th>WORK</th>
<th>LOCATION</th>
<th>CITY/ TWP</th>
<th>SECTION</th>
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<tr>
<td>2019-088</td>
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<td>SPECIAL EVENT</td>
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<tr>
<td>2019-091</td>
<td>IC DRAIN COMM/SME</td>
<td>SOIL BORINGS</td>
<td>DEXTER TRAIL &amp; GRIMES RD</td>
<td>WHITE OAK</td>
<td>MULTIPLE</td>
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<td>MDOT</td>
<td>TRAFFIC STUDIES</td>
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<td>STONEHURST AVE</td>
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<td>COMCAST</td>
<td>CABLE</td>
<td>ENGLISH OAK/SPANISH OAK</td>
<td>DELHI</td>
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<td>TROY PARMALEE</td>
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<td>LOVEJOY RD/BOUTELLI RD</td>
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<td>PAUL WEBER</td>
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<td>IC DRAIN COMM</td>
<td>UTIL/BLANKET</td>
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Page 20 of 86
Introduceed by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT INGHAM COUNTY OCCUPATIONAL ILLNESS AND INJURY REPORTING POLICY

RESOLUTION # 19 – 173

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

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

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

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

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

Adopted as part of a consent agenda.
A. Introduction

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

B. Guidelines

1. Before an Illness/Injury
   a. Follow any established safe working practices.
   b. Discuss any unsafe working conditions with your supervisor.

2. After an Illness/Injury - Employees
   a. Notify your supervisor immediately.
      i. Report all illness/injury to your supervisor, no matter how minor or temporary they may seem to be. Incidents that have the potential to result in emotional/psychological trauma should always be reported.
      ii. If you witness an illness/injury that prevents a coworker from moving or speaking, immediately inform your supervisor.
   b. Work with your supervisor to determine what kind of care you need for your illness/injury.
   c. If needed, seek medical attention.
      i. The County has partnered with Sparrow Occupational Health for treatment of employee illness/injury. A list of Sparrow locations for care is included on the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B). Phone numbers are also included on this form.
      ii. For emergencies, call 911 and go to the Sparrow Hospital Emergency Room (or nearest emergency room) by ambulance.
         • Examples of emergencies can include blood loss, heart attack, blunt force trauma to the head, severe burns, and electric shock.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

iii. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place Monday through Friday between the hours of 7am and 4:30pm, go immediately to Sparrow Occupational Health Services for treatment.

- Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.

iv. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place outside of normal business hours, go immediately to Sparrow Hospital Emergency Room for treatment.

- Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.

v. For non-emergencies that take place Monday through Friday between the hours of 7am and 4:30pm, call Sparrow Occupational Health Services to schedule an appointment. This office also accepts walk-in appointments, but calling ahead ensures you will be seen in a timely manner.

vi. For non-emergencies that take place outside of normal business hours, multiple Sparrow Urgent Care offices are available to provide care until 8pm Monday through Friday and from 8am to 8pm on weekends and holidays.

d. Once any needed medical attention has been received, work with your supervisor to complete any required paperwork, including the Ingham County Employee Incident Report (Attachment A).

e. If you are provided with any paperwork to return to your employer, ensure this is given to your supervisor as soon as you return to work.

i. This paperwork will also specify any work restrictions you may have been placed on.

f. If you were treated in an emergency room or urgent care, make a follow-up appointment with Sparrow Occupational Health Services as soon as possible following your initial treatment. Sparrow Occupational Health Services will determine any necessary plan for follow-up treatment.

i. In order to ensure follow-up care is covered under Workers’ Compensation, it must be coordinated by Sparrow Occupational Health for the first 28 days following the initial onset of injury/illness.

g. Attend any scheduled follow-up visits as directed by Sparrow. Keep your supervisor and the Human Resources (HR) Benefits/Leave Analyst up to date on your recovery progress by providing them with any additional paperwork you receive during your follow-up visits.

3. After an Illness/Injury - Supervisors

a. As soon as an employee illness/injury is reported to you, ensure that the employee receives any necessary care.

i. If an employee is sent to a Sparrow facility for care, the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B) should be completed and sent with the employee.
b. If the employee needs emergency care, supervisors (or their designee) should meet at or accompany the employee to the hospital. If at all possible, the supervisor should remain with the employee until their emergency contact has been notified, the employee is released, or they are directed to leave by the employee. Update the HR Benefits/Leave Analyst on the employee’s condition as soon as possible.

c. Time spent for initial treatment for the illness/injury on the day an employee is sent for care is to be recorded as regular hours worked on their time card. Any additional time/days off taken by the employee for follow-up care and/or recuperation should be taken as sick leave (or annual leave if sick leave bank is exhausted) pending evaluation of any claim for wage loss benefits.

d. If the employee requires any follow-up care in response to emotional/psychological trauma they have experienced, the County partners with the Sparrow CARES program to provide employees with short-term counseling and other resources. Please contact Sparrow CARES at 517-364-2626 to schedule an appointment.

   i. If your employee needs to talk with someone immediately and CARES is unavailable, the following organizations provide phone crisis intervention services at no cost:

      - The Listening Ear provides service from 2pm to 2am daily. Their phone number is 517-337-1717.

      - The Substance Abuse and Mental Health Services Administration (SAMHSA) provides service and information on how to access other resources 24 hours a day, 7 days a week. Their phone number is 1-800-662-HELP (4357).

      - The National Suicide Prevention Lifeline provides service 24 hours a day, 7 days a week. Their phone number is 1-800-273-TALK (8255).

   e. Complete an Ingham County Employee Incident Report (Attachment A) and send it to the HR Benefits/Leave Analyst as soon as possible. If accompanying the employee for emergency care, designate another employee to complete the report.

   i. If the employee is available to complete and sign the report, have them do so.

   ii. Reports should be received with 24 hours of the incident, except in the event of a fatality or a Michigan Occupational Safety & Health Administration (MIOSHA) reportable illness/injury (inpatient hospitalization, loss of an eye, amputation). Turning in reports in a timely manner is crucial for ensuring employees receive appropriate care. It also ensures that any corrective action which can be taken to reduce the risk of future incidents is made as soon as possible.

   iii. If the employee refuses medical care that appears to be necessary, document that refusal on the report.

   iv. Any corrective action that should be taken to remove or reduce the threat of employee illness/injury should be taken and documented.

C. MIOSHA Serious Incident Reporting

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

3. MIOSHA Serious Incident Reporting Guidelines

   a. **During Business Hours** (Monday-Friday, 8am to 5pm): If an incident involving a fatality or one of the injuries listed above takes place during business hours, the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report.

      i. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327.

      ii. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.

   b. **After Business Hours**: If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report.

      i. **Amputation, Loss of an Eye, and/or In-Patient Hospitalization**: Call the MIOSHA Injury Report Line at 844-464-6742.

      ii. **Fatality**: Call the MIOSHA Fatality Report Line at 800-858-0397.

      iii. Department Heads (and their designees) will be trained on MIOSHA injury reporting protocol and requirements. See the MIOSHA Serious Incident Reporting Guidelines (Attachment #3) for guidance on questions that may be asked by MIOSHA when a serious incident reporting call is made.

      iv. The HR Benefits/Leave Analyst should be given a completed Employee Incident Report by the Department Head (or their designee)/supervisor as well as a summary of the report made to MIOSHA via email as soon as possible.

D. Attachments

   - **Attachment #1**: Ingham County Employee Incident Report

   - **Attachment #2**: Sparrow Occupational Health Services Authorization for Work Related Injury Care

   - **Attachment #3**: MIOSHA Serious Incident Reporting Guidelines
Ingham County Employee Incident Report

For Reporting Work-Related Injuries/Illnesses

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

<table>
<thead>
<tr>
<th>Employee Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee #:</td>
</tr>
<tr>
<td>Sex: □ Female □ Male</td>
</tr>
<tr>
<td>Job Title:</td>
</tr>
<tr>
<td>Department:</td>
</tr>
<tr>
<td>Home Address (Street, City, State, Zip):</td>
</tr>
<tr>
<td>Home/Cell #:</td>
</tr>
<tr>
<td>Work #:</td>
</tr>
<tr>
<td>Date of Birth:</td>
</tr>
<tr>
<td>Date of Hire:</td>
</tr>
<tr>
<td>Date of Incident:</td>
</tr>
<tr>
<td>Location of Incident:</td>
</tr>
<tr>
<td>Time of Incident:       □ AM □ PM</td>
</tr>
<tr>
<td>Time Shift Began:       □ AM □ PM</td>
</tr>
<tr>
<td>Nature of Injury (i.e. burn, cut, strain):</td>
</tr>
<tr>
<td>Body Part(s) Injured (i.e. right arm, left leg):</td>
</tr>
<tr>
<td>Explain How Incident Happened (attach additional documents if needed, list device type/brand for BBP exposures):</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name/Phone Number of Witnesses (if any):</th>
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<tbody>
<tr>
<td>Medical Treatment Received: □ Yes □ No</td>
</tr>
<tr>
<td>Date of Treatment:</td>
</tr>
<tr>
<td>Treatment Location: □ Sparrow ER □ Sparrow Occupational Health □ Sparrow Urgent Care</td>
</tr>
<tr>
<td>Date Employee Reported Incident:</td>
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<td>Employee Have Second Employer: □ Yes □ No</td>
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<td>Supervisor's Signature:</td>
</tr>
<tr>
<td>Form Completed By:</td>
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<tr>
<td>Date Completed:</td>
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</tbody>
</table>

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

S:\Work Comp & Injuries\Forms

Revised 10/18

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### Injured Employee Information

**Patient’s Name:** _____________________________  **Date of Birth:** ____________________________

**Authorizing Company:** _____________________________  **Social Security #:** __________________________

### Injuries

**Emergency Room and Contact Information**

**Injury Care Hours: Monday-Friday from 7 a.m. to 4:30 p.m.**

- **Sparrow Occupational Health Services**
  - **Sparrow Medical Arts Building | 1322 E. Michigan Avenue, Suite 101, Lansing, MI 48912**
  - **Phone:** 517.364.3900, Option 1  |  **Fax:** 517.364.3914

**Sparrow Urgent Care (after-hours Injury Care)**

**Injury Care Hours: Monday-Friday from 4:30 p.m. to 8 p.m. / Weekends & Holidays: 8 a.m. to 8 p.m.**

- **Michigan Avenue**
  - 1120 E. Michigan Avenue, Lansing, MI 48912

- **Grand Ledge**
  - 1015 Charlevoix Drive, Grand Ledge, MI 48

- **East Lansing**
  - 2682 E. Grand River Avenue, East Lansing, MI 48823

- **Mason**
  - 800 E. Columbia Street, Mason, MI 48854

**Sparrow Hospital Emergency Room**

**Injury Care Hours: Non-Emergent Injuries 8 p.m. to 8 a.m. / Emergent Injuries 24/7**

- 1215 E. Michigan Avenue, Lansing, MI 48912

### Injury Information

**Date of Injury:** _____________________________  **Date Injury Reported to Employer:** ____________________________

**Description of Injury:** ____________________________

### Post-Accident Drug and Alcohol Testing

**Breath Alcohol Testing (Photo Identification Required)**

- **Non-DOT Breath Alcohol Test**
- **DOT Breath Alcohol Test**

**Labor Based Urine Drug Test:**

- **DOT Urine Drug Screen**
- **Urine Drug Screen (Non-DOT)**
- **Urine Drug Screen Collection Only**
- **Other/Special Instructions:** ____________________________

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

- **5 Panel Rapid**
- **11 Panel Rapid**
- **Nicotine Rapid**

I request and authorize the above-named employee to receive injury care from Sparrow Health Services. I further understand that my company will be financially responsible for any and all authorized services in the event my workers compensation insurance carrier denies the charges for any reason.

**Supervisor Signature:** _____________________________

**Printed Name:** _____________________________  **Date:** ____________________________

**Contact Phone Number:** _____________________________  **Contact Email:** _____________________________  

**Email:** sparwohs@sparrow.org
Sparrow Occupational Health
All Injuries
Monday-Friday 7 a.m. to 5 p.m.

Sparrow Emergency
All emergencies and any injuries
Daily 8 p.m. to 8 a.m.

Sparrow Occupational Health Services Clinic
Sparrow Medical Arts Building
1322 E. Michigan Avenue, Suite 101, Lansing
517.364.3900

Sparrow Hospital Emergency Room
1215 E. Michigan Avenue, Lansing
517.364.3000

Sparrow Urgent Care
Injuries when Occupational Health Services is closed
Monday-Friday 5 p.m. to 8 p.m.
Saturdays, Sundays, and Holidays 8 a.m. to 8 p.m.

Sparrow Urgent Care
East Lansing
2682 E. Grand River Avenue
517.333.6562

Sparrow Urgent Care
Grand Ledge
1015 Charlevoix Drive
517.627.0100

Sparrow Urgent Care
Mason
800 E. Columbia Street
517.244.8900

Sparrow Urgent Care
Michigan Avenue
1120 E. Michigan Avenue
517.364.9790

All Patients will be referred to Sparrow Occupational Health for follow-up.
MIOSHA Serious Incident Reporting Guidelines

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

- Incidents involving amputation (even loss of a fingertip), loss of an eye, and/or in-patient hospitalization must be reported to MIOSHA within 24 hours of the incident. Incidents involving a fatality must be reported to MIOSHA within 8 hours of the incident.

- If a serious incident or fatality takes place during business hours the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.

- If an incident involving a fatality or one of the Injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report. A summary of the report made to MIOSHA must be sent to the HR Benefits/Leave Analyst along with the completed Employee Incident Report.
  - Amputation, Loss of an Eye, and/or In-Patient Hospitalization: Call the MIOSHA Injury Report Line at 844-464-6742.
  - Fatality: Call the MIOSHA Fatality Report Line at 800-858-0397.

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

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

Questions from MIOSHA may vary based on the nature of the event; this list provides guidelines for the MIOSHA interview but does not reflect every question the Department Head (or their designee) may need to answer. If you have any questions regarding MIOSHA reporting, please contact the HR Benefits/Leave Analyst at 517-272-4187.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 10

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A SICK LEAVE DONATION POLICY

RESOLUTION # 19 – 174

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

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

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

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

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

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

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

B. Guidelines

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

2. To be eligible to donate sick time an employee:
   a. Must not be on probationary status.
   b. Must have at least 80 hours of sick leave in their accrual bank.
   c. Must respond to request for sick leave donation by the posted deadline.

3. Sick Leave Donations
   a. Employees who are eligible to donate sick leave may donate up to 40 hours of sick leave in a calendar year to a maximum of 3 people.
b. Sick leave donations can be made to any Ingham County employee regardless of department or collective bargaining unit affiliation.

c. Sick leave donations will not affect the donating employee’s option to participate in annual sick leave buy out.

d. Employees must respond to requests for sick leave donations by the posted deadline in order to donate.

e. Employees may only make 1 sick leave donation request for each FMLA qualifying event which will result in an extended absence from work.

f. The employee will not earn any accruals while receiving sick leave donations.

4. Sick Leave Donation Process

a. An employee with a FMLA qualifying event who has exhausted all forms of compensation makes a request for sick leave donations to their immediate supervisor.

b. The supervisor contacts Human Resources (HR) with the sick leave donation request.

c. HR will verify that the employee is eligible to request sick leave donations.

d. Once verified HR will send out a sick leave donation request to all Ingham County employees. The request will include the following information:

i. Employee name

ii. Department

iii. Collective bargaining unit (if any)

iv. Deadline to donate

e. All requests for sick leave donations will be open for 3 weeks; no sick leave donations will be accepted after the posted deadline.

f. Employees who wish to donate their sick leave must respond to HR by the posted deadline with the name of the employee they wish to donate to and the number of sick leave hours they are donating.

g. HR will verify that employees who have donated are eligible to donate sick leave.

h. Sick leave donations will be utilized on a first come, first donated basis.

i. All sick leave donations received will be placed into the requesting employee’s sick leave accrual bank for their use, if there is a balance upon the employee’s return to work, those hours will be placed in a County-wide sick leave donation bank.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 11

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ADJUSTING COMPENSATION FOR VARIOUS APPOINTED
BOARDS AND COMMISSIONS

RESOLUTION # 19 – 175

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

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

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

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

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

COUNTRY SERVICES: Yea: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Nacyaert
Nays: None  Absent: None  Approved 04/23/2019

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 12

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING COMPENSATION FOR THE
INGHAM COUNTY BOARD OF CANVASSERS

RESOLUTION # 19 – 176

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

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

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

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 – 177

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents after approval as to form by the County Attorney.
COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None   Absent: None   Approved 04/23/2019

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

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

Commissioner Celentino introduced the resolution.

Commissioner Maiville stated he had a disclosure that the itemized list included equipment manufactured by the company he worked for, but he had nothing to do with the purchasing process.

Commissioner Schaefer stated that he would vote against the resolution because he objected to lease arrangements. He further stated that he would prefer purchase by capital outlay.

APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

AGENDA ITEM NO. 14

Adopted by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 – 178

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

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

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

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

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

BE IT FURTHER RESOLVED, that the total cost will be spread to various departments based on usage as per current practice.

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

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

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING
ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 15

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF DARK FIBER FROM ZAYO GROUP

RESOLUTION #19 – 179

WHEREAS, Ingham County’s Public Defender’s office is moving to a new location; and

WHEREAS, there is a need for data network connectivity back to the County’s network; and

WHEREAS, a dark fiber solution has been determined to meet all data connectivity needs while providing the best price for performance; and

WHEREAS, the MDIC grant for the Public Defender’s office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of dark fiber from Zayo Group in an amount not to exceed $105,000.00.

BE IT FURTHER RESOLVED, the installation cost will be paid from the Public Defender’s Leasehold Improvements fund (26028200-977000) and the recurring monthly fees will be paid from the Public Defender’s Telephone fund (26028200-921050).

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

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

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 16

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF CISCO NETWORKING EQUIPMENT

RESOLUTION # 19 – 180

WHEREAS, Ingham County’s Public Defender’s office is moving to a new location; and

WHEREAS, there is a need for data network connectivity back to the County’s network; and

WHEREAS, network switches and wireless access points are needed to facilitate this connectivity; and

WHEREAS, the MDIC grant for the Public Defender’s office provides the funds necessary to satisfy this need.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of network switches, wireless access points, and associated software licenses from Sentinel Technologies, Inc. in an amount not to exceed $22,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Public Defender’s Office Equipment/Furniture fund (26028200-979000).

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

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

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

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

Adopted as part of a consent agenda.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZED AN AGREEMENT WITH TOWER PINKSTER TO PROVIDE ENGINEERING SERVICES FOR BOTH THE FIRE SUPPRESSION AND HUMIDIFICATION SYSTEMS FOR THE FILE STORAGE AND ELECTION ROOMS IN THE HILLIARD BUILDING

RESOLUTION # 19 – 181

WHEREAS, the rooms at the Hilliard Building that the circuit court files and election documents are stored are in need of fire suppression and humidification systems; and

WHEREAS, it is the recommendation of the Facilities Departments to enter into an agreement with Tower Pinkster, a registered vendor who submitted the lowest responsive and responsible proposal of $8,500.00 for engineering services for the fire suppression and humidification systems; and

WHEREAS, funds for this project are available within the approved CIP Line Item 664-13099-979000-8FC27 which has a current balance of $257,324.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Tower Pinkster, 242 E. Kalamazoo Ave Ste. 200, Kalamazoo, Michigan, 49007, for the engineering services for the fire suppression and humidification systems at the Hilliard Building for an amount not to exceed $8,500.00.

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

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

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

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WGI MICHIGAN INC. FOR
ARCHITECTURAL & ENGINEERING SERVICES FOR TUCK POINTING
THE FRONT TERRACE OF THE HILLIARD BUILDING

RESOLUTION # 19 – 182

WHEREAS, the brick around the front terrace of the Hilliard Building is deteriorating and is in need of repairs; and

WHEREAS, it is the recommendation of Facilities Departments to enter into an agreement with WGI Michigan Inc., who submitted the lowest responsive and responsible proposal of $24,100.00, for the architectural and engineering services; and

WHEREAS, funds for this project are available within the approved CIP Line Item 245-90210-976000-9F16 which has an available balance of $80,000.00 for tuck pointing the Hilliard Building front terrace.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with WGI Michigan INC., 5136 Lovers Lane Kalamazoo, Michigan 49002, for the architectural and engineering services for tuck pointing the front terrace of the Hilliard Building for an amount not to exceed $24,100.00.

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

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 19

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #19-082 TO APPROVE PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS

RESOLUTION # 19 – 183

WHEREAS, Resolution #19-082 approved closing permanent conservation easement deeds on the Bergeon Property at a price not to exceed $251,000.00; and

WHEREAS, an acreage discrepancy was discovered through the appraisal process in which the Road Right of Way was subtracted from the total protected area; and

WHEREAS, the per acre value was determined to be $3423.00 through the state certified appraisal process, and WHEREAS, the correct acreage should be 75.3 at a price per acre of $3423.00, which yields an easement value of $257,752.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve proceeding to close on the Bergeon property at a price not to exceed $257,752.00.

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

BE IT FURTHER RESOLVED, that all others in Resolution #19-082 remain unchanged.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: NoneAbsent: NoneApproved 04/23/2019

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: NoneAbsent: TennisApproved 04/24/2019

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE CONTRACTS WITH
RIETH-RILEY CONSTRUCTION COMPANY, INC.
FOR ITEMS I & II OF BID PACKET #37-19
AND
MICHIGAN PAVING & MATERIALS COMPANY
FOR ITEM III OF BID PACKET #37-19
RECYCLING & RESURFACING OF VARIOUS COUNTY PRIMARY AND LOCAL ROADS

RESOLUTION # 19 – 184

WHEREAS, the Road Department has determined that pavement recycling, asphalt resurfacing and repairs are
needed on the various county primary and local roads listed below, due to normal deterioration over time; and

WHEREAS, the cost for the primary road projects listed below is/will be budgeted in the 2019 Road Fund Budget,
which will be supplemented per a separate future resolution to adjust the 2019 Road Fund Budget to recognize
approximately $2,905,000 in additional state revenue provided per Michigan Public Acts 207 and 618, both of
2018; and

WHEREAS, per Resolution 18-335 adopted by the Board of Commissioners on August 28, 2018, the Road
department was also awarded a Michigan Department of environmental Quality (MDEQ) Scrap Tire Market
Development Grant of $500,000 for incorporating post-consumer scrap tires into asphalt paving mixtures, of
which $110,00 of this grant is being used to fund a sub-contract with Michigan State University to research and
develop the special asphalt mixture, leaving $390,000 of said grant to offset costs for test strip placement on
Central Park Drive, Okemos Road to Grand River Avenue, which is one of the projects listed below for bid
approval; and

WHEREAS, Towne Road, Saginaw Highway (BL 69) to Marsh Road, indicated below under Item I, and the
roads listed below under Item III are local roads which will be funded through the 2019 Local Road Program per
agreements expected to be executed with Meridian and Lansing Townships respectively per resolutions that will
be submitted for approval by the Board of Commissioners after final township approval of these respective bids;
and

WHEREAS, the Ingham County Purchasing Department solicited and received sealed bids in accordance with
Ingham County Purchasing policies for this project per Bid Packet # 37-19, Items I, II, and III; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments, and both
Departments were in agreement that the low bidders’ proposals met all necessary qualifications, specifications
and requirements; and
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

WHEREAS, Rieth-Riley Construction Company, Inc. of Lansing, MI, submitted the lowest responsive and responsible bids for Items I & II and Michigan Paving & Materials Company, of Lansing, MI, submitted the lowest responsive and responsible bid for Item III as follows:

Item I: Low Bid--$1,232,111.13
Recycling and resurfacing of:
Lake Lansing Road, Lac Du Mont Drive to Marsh Road--$720,593.54 (included in above Item I total)
Towner Road, Saginaw Highway (BL 69) to Marsh Road--$511,517.59 (included in above Item I total)
(Local Road in Meridian Township)

Item II: Low Bid--$1,892,092.13
Recycling and resurfacing of:
Dell Road, Aurelius Road to College Road
Central Park Drive, Okemos Road to Grand River Avenue
Newman Road, Marsh Road to Central Park Drive

Item III: Low Bid--$ 412,382.00
Recycling and resurfacing of:
Kerry Street, Lake Lansing Road to Lansing City Limits
Hopkins Avenue, Downer Avenue to Chester Road
Fitting Avenue, Saginaw Street to Macon Avenue

and;

WHEREAS, a contingency is being requested in the amount of 10% of the low bid costs for each of the Items in Bid Packet #37-19, totaling $312,420.33 for Items I & II and $41,238.20 for Item III, as may be needed for any additional work deemed necessary by Road Department staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Rieth-Riley Construction Company, Inc. for Items I & II and entering into a contract with Michigan Paving & Materials Company, for Item III, both of which contracts will include the recycling, resurfacing and related work as specified in the Ingham County Road Department’s Bid Packet # 37-19 for the low bid costs shown above with a 10% requested contingency for a contract total of $3,436,623.59 for Rieth-Riley Construction Company, Inc. and $453,620.20 for Michigan Paving & Materials Company, subject to final approval of Meridian and Lansing Townships respectively of the above bids on their respective local roads.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
COUNTY SERVICES:  Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
Nays: None  Absent: None  Approved 04/23/2019

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

 Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 21

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE PURCHASE OF
2019 SEASONAL REQUIREMENT OF SLAG AND CRUSHED NATURAL AGGREGATES

RESOLUTION #19 – 185

WHEREAS, the Road Department plans to purchase approximately 13,000 tons of 29A and 3/8’s x #4, Blast furnace Slag and Crushed Natural Aggregates that meet or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates, for use in road chip-sealing and various other road maintenance operations; and

WHEREAS, the Road Department adopted 2019 budget includes controllable expenditures and funds, for these materials and other maintenance material purchases; and

WHEREAS, bids for 29A and 3/8’s x #4 blast furnace slag and natural aggregate were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #49-19, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchases on an as-needed, unit price per ton basis; and

WHEREAS, a blanket PO shall be processed with materials delivered to the 3 Road Department locations based on availability of required material, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed $400,000; and

WHEREAS, It is the recommendation of the Purchasing department and Road department to purchase 29A crushed natural aggregate from Sunrise Aggregates, 29A Blast furnace slag from Yellow Rose Transport Inc., 3/8’s x #4 Blast furnace slag from Edward C. Levy Co., delivered to the Metro, Eastern and Western garages and to award the bids and purchase on an as-needed, unit price per ton basis; and

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bids, and authorizes the purchases on an as-needed, unit price per ton basis, based on availability of required material, with preference based on lowest qualifying bid unit price per ton and quality of material to:

1. Yellow Rose Transport,
   A. 29A blast furnace slag @ $29.00 a ton, with an estimated quantity of 3,000 ton delivered to the Western and Metro facilities.
   B. 29A blast furnace slag @ $29.95 a ton, with an estimated quantity of 8,000 ton delivered to the Eastern facility.

2. Edward C. Levy Co., 3/8’s x #4 blast furnace slag @ 27.35 a ton, with an estimated quantity of 1000 ton delivered to the Eastern facility.

3. Sunrise Aggregates, 29A crushed natural aggregate @ $20.85 a ton, with an estimated quantity of a 1000 ton, delivered to the Western facility.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

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

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 22

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING ENGINEERING CHARGES
ON SPECIAL ASSESSMENT SUBDIVISION STREET RESURFACING PROJECTS

RESOLUTION # 19 – 186

WHEREAS, Without either a special local millage or special assessment of the benefitting property owners, there is insufficient current road funding to offer complete recycling and resurfacing of subdivision streets for which many are, or will become, in need; and

WHEREAS, Delhi Township uses special assessment to fund major resurfacing of their subdivision streets; and

WHEREAS, Delhi Township has been administering special assessment districts (SAD’s) for subdivision street resurfacing in Delhi Township for a number of years as prescribed for townships in Michigan Public Act 188 of 1954, (MCL 41.721 - 41.738) but has recently decided to no longer do this; and

WHEREAS, Michigan Public Act 246 of 1931 as amended (MCL 41.271 - 41.290) provides the means and methods for county road commissions to administer SAD’s for road improvement; and

WHEREAS, Per Resolution 12-123, adopted April 24, 2012, the Ingham County Board of Commissioners took over the powers and duties of the former Road Commission, and thus the County Board will need to take over the various Board functions in the SAD process per PA 246 as well; and

WHEREAS, It is necessary to set a charge for engineering services on subdivision SAD projects which would be included in the special assessment as Road department engineering staff capacity may be, or become, insufficient if a number of subdivision SAD projects arise, in which case it may be necessary to outsource engineering on these projects to consulting engineering firms; and

WHEREAS, Although engineering costs typically fall within approximately 20-25% of actual construction costs on most typical road resurfacing project, actual engineering costs can vary considerably, which may create uncertainty in proposing, establishing, and administering SAD resurfacing projects; and

WHEREAS, the Road Department therefore recommends a straight percentage charge, of 20% of low bid amount, for engineering costs, which will be more predictable, consistent, transparent, fairer, and thus typically better received by the residents considering an SAD subdivision street resurfacing project, while also minimizing assessed costs to encourage residents to undertake such projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves setting a charge based on 20% of low bid amount for engineering and project administration costs on special assessment subdivision street resurfacing projects conducted by the Road department.
COUNTY SERVICES:  Yeas:  Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert  
Nays:  None  Absent:  None  Approved 04/23/2019

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 23

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN AGREEMENT BETWEEN
THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY
IN RELATION TO ROAD RESURFACING PROJECTS FOR
LAKE LANSING ROAD FROM HAGADORN ROAD TO SAGINAW HIGHWAY, HAGADORN
ROAD FROM LAKE LANSING ROAD TO ITS NORTHERN TERMINUS AT BIRCH ROW DRIVE,
AND BIRCH ROW DRIVE FROM HART STREET TO HAGADORN ROAD

RESOLUTION # 19 – 187

WHEREAS, the Ingham County Road Department received federal funding to resurface Lake Lansing Road from Hagadorn Road to Saginaw Highway; and

WHEREAS, as part of the same project, the Ingham County Road Department intends to also resurface Hagadorn Road from Lake Lansing Road to its northern terminus at Birch Row Drive and Birch Row Drive from Hart Street to Hagadorn Road, using Road Department funds and Meridian Township matching funds; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with the State of Michigan/MDOT consistent with the requirement for state and federal funding requirements; and

WHEREAS, a subsequent third party agreement will be forthcoming to define and secure the Meridian Township matching funds; and

WHEREAS, the estimated costs for the project is as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban Surface Transportation Program</td>
<td>$676,704</td>
</tr>
<tr>
<td>Urban STP Local Match</td>
<td>$284,396</td>
</tr>
<tr>
<td>Transportation Alternatives Program (TAP)</td>
<td>$159,026</td>
</tr>
<tr>
<td>TAP Local Match</td>
<td>$70,974</td>
</tr>
<tr>
<td>ICRD funds for Hagadorn Road &amp; Birch Row</td>
<td>$341,500</td>
</tr>
<tr>
<td></td>
<td>$1,532,600</td>
</tr>
</tbody>
</table>

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract No. 19-5150 with the State of Michigan/MDOT to effect resurfacing of Lake Lansing Road from Hagadorn Road to Saginaw Highway, Hagadorn Road from Lake Lansing Road to its northern terminus at Birch Row Drive, and Birch Row Drive from Hart Street to Hagadorn Road. All for a total estimated cost of $1,532,600, which consists of $159,026 of federal TAP funding, $452,920 of 2019 federal Urban STP funding, $223,784 of
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

2020 federal Urban STP funding, and $696,870 of Ingham County Road Department and township matching funds.

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

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

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

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE MANAGERIAL AND CONFIDENTIAL EMPLOYEE RECLASSIFICATION LEVELS

RESOLUTION # 19 – 188

WHEREAS, the Human Resources Department made a call for standard and customary reclassification requests from Managerial and Confidential employees in 2018; and

WHEREAS, all reclassification requests were processed in a manner consistent with the provisions of the Managerial and Confidential Personnel Manual and in a manner consistent with past practice; and

WHEREAS, the Human Resources Department has completed an objective review of all reclassification requests submitted by Managerial and Confidential Employees; and

WHEREAS, the financial impact associated with the proposed reclassifications is as follows:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Current Grade, Step 5</th>
<th>Proposed Grade, Step 5</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Court Administrator</td>
<td>MC 12: 88,344.89</td>
<td>MC 13: 94,510.67</td>
<td>6,165.78</td>
</tr>
<tr>
<td>Account Clerk – Parks</td>
<td>MC 02: 40,995.31</td>
<td>MC 04: 46,861.64</td>
<td>5,866.33</td>
</tr>
<tr>
<td>Executive Assistant – Parks</td>
<td>MC 05: 50,053.32</td>
<td>MC 07: 58,372.37</td>
<td>8,319.05</td>
</tr>
<tr>
<td>Clerical Services Supervisor</td>
<td>MC 08: 63,877.84</td>
<td>MC 10: 76,191.07</td>
<td>12,313.23</td>
</tr>
<tr>
<td>Chief Deputy Register of Deeds</td>
<td>MC 09: 69,671.99</td>
<td>MC 10: 76,191.07</td>
<td>6,519.08</td>
</tr>
<tr>
<td>TOTAL:</td>
<td></td>
<td></td>
<td>48,921.08</td>
</tr>
</tbody>
</table>

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the following changes in Appendix D – Compensation Levels of the managerial and Confidential Employee Personnel Manual:

<table>
<thead>
<tr>
<th>Position Number</th>
<th>Position Title</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>130016</td>
<td>Deputy Court Administrator</td>
<td>Move from MC 12 to MC 13</td>
</tr>
<tr>
<td>601297; 601197; 601376; and 601228</td>
<td>Community Health Center Supervisor</td>
<td>Move from MC 10 to MC 11; Retitle as Community Health Center Manager</td>
</tr>
<tr>
<td>759014</td>
<td>Account Clerk – Parks</td>
<td>Move from MC 02 to MC 04</td>
</tr>
<tr>
<td>759012</td>
<td>Executive Assistant – Parks</td>
<td>Move from MC 05 to MC 07; Retitle as Administrative Office Coordinator</td>
</tr>
</tbody>
</table>
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

130026   Clerical Services Supervisor   Move from MC 08 to MC 10
236002   Chief Deputy Register of Deeds  Move from MC 09 to MC 10
759001   Director of Parks   Move from MC 13 to MC 14

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

COUNTY SERVICES: Yea: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Nacyaert
               Nays: None    Absent: None    Approved 04/23/2019

FINANCE: Yea: Grebner, Morgan, Crenshaw, Polsdofcer, Schafer, Maiville
           Nays: None    Absent: Tennis    Approved 04/24/2019

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND PERSONNEL POLICY NO. 107: SPECIAL PART-TIME, TEMPORARY OR SEASONAL EMPLOYEE SICK LEAVE POLICY

RESOLUTION # 19 – 189

WHEREAS, the Paid Medical Leave Act (PMLA), 2018 PA 369, MCL 408.961 requires public and private employers who employ fifty (50) or more individuals to provide eligible employees with paid medical leave in accordance with its provisions; and

WHEREAS, Ingham County is a public employer subject to the requirements of the PMLA; and

WHEREAS, well prior to the enactment of the PMLA, the Ingham County Board of Commissioners approved adoption of Personnel Policy No. 107: Special Part-Time, Temporary or Seasonal Employee Sick Leave Policy in Resolution No. 16-052 on February 23, 2106; and

WHEREAS, Personnel Policy No. 107 provides for paid sick leave to classifications of employees similar to those included by provisions of the PMLA and not covered by a collective bargaining agreement but also differs in some respects from the requirements of the PMLA and therefore, it is proposed that Personnel Policy 107 be amended as noted in the attached proposed draft amended policy; and

WHEREAS, the Human Resources Director recommends that the Ingham County Board of Commissioners approves the attached proposed draft amended policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached proposed draft amended Personnel Policy No. 107: Special Part-Time, Temporary or seasonal Employee Sick Leave Policy.

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

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdorfer, Schaefer, Maiville
Nays: None Absent: Tennis Approved 04/24/2019

Adopted as part of a consent agenda.
Special Part-Time, Temporary or Seasonal Employee Sick Leave Policy

Approved: February 23, 2016
Resolution No. 16-052

A. Purpose and Applicability

The purpose of this policy is to establish and administer paid sick leave to employees who meet the definition of "special part-time, temporary or seasonal worker", and are not covered under a collective bargaining agreement.

B. Definitions

Temporary Employee - An employee who is hired for a period of less than one thousand five hundred and eight (1,508) hours in a twelve (12) month period and does not meet the definition of regular full-time or regular part-time employee as defined by a collective bargaining agreement. Temporary employees shall be scheduled to work an average of twenty-nine (29) hours or less per week.

Seasonal Employee - An employee who is hired for a position for a period of nine (9) months or less as defined below and that time period begins each calendar year in approximately the same part of the year, such as summer or winter. A seasonal employee may be scheduled on a full-time basis (40 hours per week), but must not work in excess of twenty-five (25) weeks per year. A seasonal employee may be scheduled on a part-time basis (no more than 29 hours per week), but must not work in excess of nine (9) months.

Special Part-Time Employees - An employee regularly scheduled to work nineteen (19) hours or less per week. These employees are not be covered by the provisions of a collective bargaining agreement or employee personnel manual.

Excluded Employee – Employees in positions covered by a valid collective bargaining agreement; Intermittent Replacement, Casual Employees and Substitute Employees not regularly scheduled for work, but are called in to work on an as needed basis; Background Investigators working by assignment for 911-Interns; Student Workers; Temporary Status Work Study. In addition, temporary workers who perform work for Ingham County but are employed by an outside agency are not covered by this policy.
C. Procedure

1. **Paid Sick Leave:**
   Effective on the first pay period following approval of this policy or upon hire, employees covered by this policy will be provided two (2) hours of sick leave up to a maximum accumulation of forty (40) hours in a calendar year, under the following terms and conditions:

   a. Effective upon the date of hire, eligible employees, who have reportable hours in the pay period, will be provided two (2) hours of sick leave each pay period up to the maximum of forty (40) hours in a calendar year.

   b. Balances of credited sick leave will be maintained for each calendar year and a maximum of forty (40) hours will be carried over to the next calendar year.

   c. Any portion of the sick leave hours not taken with supervisory approval during the calendar year will be lost.

   d. Eligible employees under this policy that receive promotions into positions represented by a collective bargaining agreement or employee manual will carry over sick leave balances up to forty (40) hours provided under this program to the new position.

   e. Under no circumstances are eligible employees under this policy entitled to any payout for unused sick leave.

2. **Use of Paid Sick Leave:**
   a. Eligible employees shall be entitled to the use of paid sick leave only after it is credited each pay period.

   b. In order to use paid sick leave, an employee must comply with the Notification requirements provided for in Section 5 and the Documentation requirements provided for in Section 6 of this Policy.

   c. Paid sick sick leave must be taken in no less than one (1) hour increments.

   d. A maximum of forty (40) hours of paid sick leave (or fewer, in accordance with the provisions of (e) or (f) below) may be used by the last reportable pay period in the calendar year.

   e. Sick leave may only be used in lieu of previously scheduled hours.

   f. Temporary Employees may not use sick leave so their weekly compensation exceeds twenty-nine (29) hours; Special Part-Time Employees may not use sick leave so their weekly compensation exceeds nineteen (19) hours; and Full-time Seasonal Employees may not use sick leave so their employment extends beyond twenty-five (25) weeks in any year. Part-time Seasonal Employees may not use sick leave so their employment extends beyond nine (9) months.
3. **Pay Rate for Paid Sick Leave:**
   Sick leave will be paid at the employee’s normal hourly rate at the time the leave is taken and the hours used shall not be included in the computation of overtime.

4. **Reasons for Use of Paid Sick Leave:**
   Eligible Employees may only use paid sick leave for the following reasons:
   
   a. To treat the employee’s own illness, injury, physical or mental health condition; or for preventative medical care for the employee; or for closure of their workplace due to declaration of a public health emergency.
   
   b. For the treatment of the employee’s child’s or spouse’s illness, injury, physical or mental health condition; or preventative medical care; or for closure of the school or daycare of the employee’s child due to declaration of a public health emergency.
   
   c. For the employee’s treatment or services related to the employee’s status as a victim in a family violence or sexual assault incident, for the medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to such family violence or sexual assault; to participate in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.
   
   d. Any other eligible reason as defined by the Paid Medical Leave Act, 2018 PA 369, MCL 408.961 *et seq.*

5. **Notification:**
   The eligible employee or designee shall notify her/his supervisor either verbally or in writing as soon as s/he knows that paid sick leave is needed. This notification must be made no later than one (1) hour prior to the worker’s scheduled start time or as soon as the need for use of paid sick leave is known by the employee. If the reason for the paid sick leave is foreseeable, the employee must provide at least seven (7) days advance notice to their supervisor, or if the leave is not foreseeable, the employee must provide as much notice as is practicable.

6. **Documentation:**
   Documentation signed by a health care provider (or other relevant resource based upon the need for the leave) indicating the need for more than two (2) days of paid sick leave will be required by the employee’s supervisor. When requested by the Employer, Employees are required to provide documentation within 3 days following use of paid sick leave.

7. **Enforcement:**
   Violations of this policy may result in appropriate disciplinary measures.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 26

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT THE 2019 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS

RESOLUTION # 19 – 190

WHEREAS, the Equalization Department has examined the assessment rolls of the 16 townships and five cities within Ingham County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2019 Equalization data that equalizes the townships’ and cities’ valuations, by adding to or deducting from the valuations of the said taxable property in the 16 townships and five cities, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the foregoing process.

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Ingham as the equalized value of all taxable property, both real and personal, for each of the 16 townships and five cities in said County for real property values equalized at $8,941,151,125 and personal property values equalized at $671,281,104, for a total equalized value of real and personal property at $9,612,432,229 pursuant to Section 211.34 MCL, 1948, as amended.

FINANCE: Yea: Grebner, Morgan, Crenshaw, Polsdorfer, Schafer, Maiville
Nays: None    Absent: Tennis    Approved 04/24/2019

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

Commissioner Grebner introduced the resolution.

The motion carried unanimously by roll call vote.
WHEREAS, the State Tax Commission has by statute the responsibility to annually equalize all county equalization reports for the State of Michigan; and

WHEREAS, the State Equalization hearing date and issuance of final order is set for Tuesday, May 28, 2019; and

WHEREAS, under administrative procedures the State Tax Commission requires that each county designate the individuals selected to represent the County at said hearing.

THEREFORE BE IT RESOLVED, that William E. Fowler, Equalization Director, and Commissioners Randy Maiville, Thomas Morgan, and Randy Schafer, be and hereby are appointed to represent the County of Ingham at the preliminary meeting on Monday, May 13, 2019 and the Annual State Equalization Hearing on Tuesday, May 28, 2019, and any other dates as set by the State Tax Commission, in the matter of the 2019 equalization of assessments for Ingham County.

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 28

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2019 INGHAM COUNTY BUDGET

RESOLUTION # 19 – 192

WHEREAS, the Board of Commissioners adopted the 2019 Budget on October 23, 2018 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<table>
<thead>
<tr>
<th>FUND</th>
<th>DESCRIPTION</th>
<th>2019 BUDGET</th>
<th>PROPOSED CHANGES</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>General Fund</td>
<td>$86,167,265</td>
<td>50,523</td>
<td>$86,217,788</td>
</tr>
<tr>
<td>201</td>
<td>Road</td>
<td>26,631,154</td>
<td>23,500</td>
<td>26,654,654</td>
</tr>
<tr>
<td>205</td>
<td>Animal Control Millage</td>
<td>487,830</td>
<td>(58,511)</td>
<td>429,319</td>
</tr>
<tr>
<td>215</td>
<td>Friend of Court</td>
<td>6,044,680</td>
<td>20,000</td>
<td>6,064,680</td>
</tr>
<tr>
<td>221</td>
<td>Health</td>
<td>20,516,715</td>
<td>7,000</td>
<td>20,523,715</td>
</tr>
<tr>
<td>228</td>
<td>Trails &amp; Parks Millage</td>
<td>4,415,026</td>
<td>10,119,160</td>
<td>14,534,186</td>
</tr>
<tr>
<td>245</td>
<td>Public Improvements</td>
<td>690,480</td>
<td>1,322,666</td>
<td>2,013,146</td>
</tr>
<tr>
<td>261</td>
<td>9-1-1 Emergency Phone</td>
<td>8,609,642</td>
<td>459,123</td>
<td>9,068,765</td>
</tr>
<tr>
<td>561</td>
<td>Fair</td>
<td>1,134,599</td>
<td>214,500</td>
<td>1,563,599</td>
</tr>
<tr>
<td>595</td>
<td>Jail Commissary Fund</td>
<td>772,959</td>
<td>46,000</td>
<td>818,959</td>
</tr>
<tr>
<td>631</td>
<td>Building Authority Operating</td>
<td>4,087,877</td>
<td>153,932</td>
<td>4,241,809</td>
</tr>
<tr>
<td>636</td>
<td>Innovation &amp; Technology</td>
<td>5,402,468</td>
<td>863,544</td>
<td>6,266,012</td>
</tr>
<tr>
<td>664</td>
<td>Mach. &amp; Equip. Revolving</td>
<td>1,086,437</td>
<td>802,781</td>
<td>1,889,218</td>
</tr>
</tbody>
</table>
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

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

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

Commissioner Grebner introduced the resolution.

The motion carried unanimously by roll call vote.
### General Fund Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>2019 Budget - 03/11/19</th>
<th>Proposed Changes</th>
<th>2019 Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tax Revenues</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Property Tax</td>
<td>51,995,716</td>
<td>0</td>
<td>51,995,716</td>
</tr>
<tr>
<td>Property Tax Adjustments</td>
<td>(50,000)</td>
<td>0</td>
<td>(50,000)</td>
</tr>
<tr>
<td>Delinquent Real Property Tax</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unpaid Personally Property Tax</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
</tr>
<tr>
<td>IFT/CFT</td>
<td>275,000</td>
<td>0</td>
<td>275,000</td>
</tr>
<tr>
<td>Trailer Fee Tax</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>Intergovernmental Transfers</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Revenue Sharing</td>
<td>6,210,267</td>
<td>0</td>
<td>6,210,267</td>
</tr>
<tr>
<td>Convention/Tourism Tax - Liquor</td>
<td>1,409,713</td>
<td>0</td>
<td>1,409,713</td>
</tr>
<tr>
<td>Court Equity Funding</td>
<td>1,462,712</td>
<td>0</td>
<td>1,462,712</td>
</tr>
<tr>
<td>Personal Property Tax Replacement</td>
<td>750,000</td>
<td>0</td>
<td>750,000</td>
</tr>
<tr>
<td>Use of Fund Balance - Committed</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Use of Fund Balance - Uncommitted</td>
<td>2,031,774</td>
<td>99,774</td>
<td>2,131,548</td>
</tr>
<tr>
<td><strong>Department Generated Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Control</td>
<td>1,258,447</td>
<td>(58,511)</td>
<td>1,199,936</td>
</tr>
<tr>
<td>Circuit Court - Family Division</td>
<td>1,277,769</td>
<td>0</td>
<td>1,277,769</td>
</tr>
<tr>
<td>Circuit Court - Friend of the Court</td>
<td>597,000</td>
<td>0</td>
<td>597,000</td>
</tr>
<tr>
<td>Circuit Court - General Trial</td>
<td>2,148,487</td>
<td>0</td>
<td>2,148,487</td>
</tr>
<tr>
<td>Controller</td>
<td>3,170</td>
<td>0</td>
<td>3,170</td>
</tr>
<tr>
<td>Cooperative Extension</td>
<td>2,500</td>
<td>0</td>
<td>2,500</td>
</tr>
<tr>
<td>County Clerk</td>
<td>618,850</td>
<td>0</td>
<td>618,850</td>
</tr>
<tr>
<td>District Court</td>
<td>2,254,348</td>
<td>0</td>
<td>2,254,348</td>
</tr>
<tr>
<td>Drain Commissioner/Drain Tax</td>
<td>445,500</td>
<td>0</td>
<td>445,500</td>
</tr>
<tr>
<td>Economic Development</td>
<td>63,037</td>
<td>0</td>
<td>63,037</td>
</tr>
<tr>
<td>Elections</td>
<td>75,550</td>
<td>0</td>
<td>75,550</td>
</tr>
<tr>
<td>Homeland Security/Emergency Ops</td>
<td>60,135</td>
<td>0</td>
<td>60,135</td>
</tr>
<tr>
<td>Equalization /Tax Mapping</td>
<td>10,100</td>
<td>0</td>
<td>10,100</td>
</tr>
<tr>
<td>Facilities</td>
<td>6,532</td>
<td>0</td>
<td>6,532</td>
</tr>
<tr>
<td>Financial Services</td>
<td>39,673</td>
<td>0</td>
<td>39,673</td>
</tr>
<tr>
<td>Health Department</td>
<td>120,000</td>
<td>0</td>
<td>120,000</td>
</tr>
<tr>
<td>Human Resources</td>
<td>52,649</td>
<td>0</td>
<td>52,649</td>
</tr>
<tr>
<td>Probate Court</td>
<td>277,178</td>
<td>0</td>
<td>277,178</td>
</tr>
<tr>
<td>Prosecuting Attorney</td>
<td>657,720</td>
<td>0</td>
<td>657,720</td>
</tr>
<tr>
<td>Purchasing</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Register of Deeds</td>
<td>2,298,237</td>
<td>0</td>
<td>2,298,237</td>
</tr>
<tr>
<td>Remonumentation Grant</td>
<td>85,000</td>
<td>9,260</td>
<td>94,260</td>
</tr>
<tr>
<td>Sheriff</td>
<td>4,736,517</td>
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<td>Treasurer</td>
<td>4,492,133</td>
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</table>
### APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

<table>
<thead>
<tr>
<th>Category</th>
<th>2019 Budget – 03/11/19</th>
<th>Proposed Changes</th>
<th>2019 Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tri-County Regional Planning</td>
<td>60,555</td>
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<tr>
<td>Veteran Affairs</td>
<td>410,996</td>
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<tr>
<td><strong>Total General Fund Revenues</strong></td>
<td><strong>86,167,265</strong></td>
<td><strong>50,523</strong></td>
<td><strong>86,217,788</strong></td>
</tr>
</tbody>
</table>

### GENERAL FUND EXPENDITURES

<table>
<thead>
<tr>
<th>Category</th>
<th>2019 Budget – 03/11/19</th>
<th>Proposed Changes</th>
<th>2019 Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Commissioners</td>
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<td>Circuit Court - General Trial</td>
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<tr>
<td>District Court</td>
<td>3,309,520</td>
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<tr>
<td>Circuit Court - Friend of the Court</td>
<td>1,614,912</td>
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<td>Jury Board</td>
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<td>Probate Court</td>
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<td>Circuit Court - Family Division</td>
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<td>Jury Selection</td>
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<td>Elections</td>
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<td>Financial Services</td>
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<td>County Attorney</td>
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<td>County Clerk</td>
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<td>1,153,296</td>
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<td>Controller</td>
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<td>986,131</td>
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<td>Equalization/Tax Services</td>
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<td>Prosecuting Attorney</td>
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<td>Purchasing</td>
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<td>Facilities</td>
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<td>Register of Deeds</td>
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<tr>
<td>Remonumentation Grant</td>
<td>85,000</td>
<td>9,260</td>
<td>94,260</td>
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<td>Treasurer</td>
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<td>Drain Commissioner</td>
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<tr>
<td>Community Agencies</td>
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<tr>
<td>Ingham Conservation District Court</td>
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<td>Equal Opportunity Committee</td>
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<td>Women’s Commission</td>
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<td>500</td>
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<td>Historical Commission</td>
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<td>500</td>
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<tr>
<td>Tri-County Regional Planning</td>
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<tr>
<td>Jail Maintenance</td>
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<tr>
<td>Sheriff</td>
<td>20,892,683</td>
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<td>20,892,683</td>
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<tr>
<td>Metro Squad</td>
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<tr>
<td>Community Corrections</td>
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<tr>
<td>Animal Control</td>
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<tr>
<td>Emergency Operations</td>
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<tr>
<td>Board of Public Works</td>
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<tr>
<td>Description</td>
<td>Amount</td>
<td>Old Amount</td>
<td>New Amount</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------</td>
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<td>----------------</td>
</tr>
<tr>
<td>Drain Tax at Large</td>
<td>520,000</td>
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<tr>
<td>Health Department</td>
<td>5,835,086</td>
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<td>CHC</td>
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<tr>
<td>Jail Medical</td>
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<tr>
<td>Medical Examiner</td>
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<tr>
<td>Substance Abuse</td>
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<tr>
<td>Community Mental Health</td>
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<tr>
<td>Department of Human Services</td>
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<td>Tri-County Aging</td>
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<td>Veterans Affairs</td>
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<td>Cooperative Extension</td>
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<td>Parks and Recreation</td>
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<td>Contingency Reserves</td>
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<td>Legal Aid</td>
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<td>2-1-1 Project</td>
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<td>Community Coalition for Youth</td>
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<tr>
<td>Capital Improvements</td>
<td>1,710,158</td>
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<td>1,710,158</td>
</tr>
<tr>
<td><strong>Total General Fund Expenditures</strong></td>
<td><strong>86,167,265</strong></td>
<td><strong>50,523</strong></td>
<td><strong>86,217,788</strong></td>
</tr>
</tbody>
</table>
### General Fund Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remonumentation Grant</td>
<td>Increase of $9,260 in grant funds for remonumentation.</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Decrease revenue transfer of $58,511 in from 205 Animal Control Millage Fund to balance due to reduction in expenses.</td>
</tr>
<tr>
<td>Use of Fund Balance-Uncommitted</td>
<td>Increase of use of fund balance $99,774 due to revenue and expense changes.</td>
</tr>
</tbody>
</table>

### General Fund Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remonumentation Grant</td>
<td>Increase of $9,260 in grant expenses for remonumentation.</td>
</tr>
<tr>
<td>Health</td>
<td>Increase transfer in the amount of $7,000 to replace funding used for Youth Commission expenses.</td>
</tr>
<tr>
<td>Controller</td>
<td>Additional funds of $6,650 requested for attendance for the MUNIS Continuous Education Program out of state expenses.</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Re-appropriate operating funds of $27,613 for purchase of truck not expensed in 2018.</td>
</tr>
</tbody>
</table>

### Non-General Fund Adjustments

<table>
<thead>
<tr>
<th>Description</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Road (F201)</td>
<td>Increase revenue and expense budgets in the amount of $23,500 to recognize insurance proceeds to cover a truck that was totaled.</td>
</tr>
<tr>
<td>Animal Control Millage (F205)</td>
<td>Decrease transfer to Fund 101 due to reduction in expenses in the amount of $58,511 and increase 205 Fund balance.</td>
</tr>
<tr>
<td>Friend of Court (F215)</td>
<td>Re-appropriate funds for the following projects; Reinforcement of Doors ($12,500), Install Card Readers ($7,500) for CIP 2018.</td>
</tr>
<tr>
<td>Health (F221)</td>
<td>Increase transfer from Fund 101 in the amount of $7,000 to replace funding used for Youth Commission expenses.</td>
</tr>
<tr>
<td>Trails &amp; Parks Millage (F228)</td>
<td>Re-appropriate remaining funds for Trails &amp; Parks projects approved by Resolutions 16-257, 16-328, 17-109, 18-110, 18-186, and 18-533 ($9,973,005). Re-appropriate funds for McNamara accessible boat launch ($110,097) from CIP 2016, Pump House Building ($3,315), Restrooms Refurbishment ($2,743), Gravel/Millings Burchfield &amp; Lake Lansing ($30,000) from CIP 2017.</td>
</tr>
</tbody>
</table>
Public Improvement (F245) Re-appropriate funds for Overlook Shelter roof/restrooms ($80,289), gravel road maintenance Lake Lansing South ($7,000) and Burchfield ($7,000) from CIP 2016. Re-appropriate funds for the following capital improvement projects: District Court Public Bath Flooring ($17,293), and Replace Insulation Rooftop ($15,000) from CIP 2015, Rooftop Duct Insulation ($20,213), and Steam Repairs VMC ($20,000) from CIP 2017, Indoor Firearms Range ($5,000), Lock Replacement Jail ($8,156), and Jail Plumbing Repairs ($8,714) from CIP 2016, Jail Plumbing Study ($25,000), Jail Roof Repairs ($33,847), Training Center Roof ($21,096), Lock Repair Parts ($14,689) all from CIP 2017, Jail Heat Pumps/Piping ($40,671), and Replace Jail Water Softener ($25,000) from CIP 2016, RTU Duct Insulation ($23,160) from CIP 2017, Jail Chiller Replacement ($435,928), Jail Locking System ($209,410), FCHC Drain Repairs ($12,000), YC Tuck pointing ($85,000), and Clock Tower Repairs ($208,200) from CIP 2018.

9-1-1 Emergency Phone (F261) Re-appropriate funds for the following projects; Radio system battery replacement ($20,000) per 2016 capital budget and Phone System Upgrade to VESTA 911 ($300,000) from the CIP 2017. Re-appropriate Training Room Remodel ($80,000), Test Servers Inform CAD and Mobile ($35,323), Inform CAD API ($8,600), Inform Browser ($15,200) from CIP 2018.

Fair (F561) Re-appropriate funds for the following projects; Cement Placement ($90,000), Replace Paved Surfaces ($120,000), Replacement of Fair Laptop, ($4,500) from 2018 CIP.

Jail Commissary Fund (F595) Re-appropriate funds for the following projects for Circuit Court; Floor Key Card Access ($10,000), Court Room Gates ($10,000), and Main Interior Security Door ($6,000) for CIP 2018 Re-appropriate funds for the following project for Jail; Kitchen Tray Conveyor Replacement ($20,000) for CIP 2018.

Bldg. Authority Operating (F631) Re-appropriate funds for the following projects at HSB; Replace Entrance Door ($13,215) from CIP 2016, Concrete Repairs ($25,000), Parking Lot Repairs ($91,709), Door Replacement ($22,000), and DHHS Data Room AC replacement ($2,008) from CIP 2018.
Re-appropriate remaining funds for the following projects: Probate Court scanning project ($121,268) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project ($236,432) approved by the 2014 – 2017 CIP and Resolution 13-199. Re-appropriate unspent network funds for the following projects budgeted but not completed in 2018; Network Redesign ($162,447), wireless project ($160,000), Network Analysis Tools ($25,000), Microsoft Licensing ($15,000), SAN License ($20,000), Phone Software ($15,000), Web Software Licensing ($25,000), Web Site Revamp ($30,000), Network Security Assessment ($40,000), Wiring Project ($10,000) and Phone System Upgrade ($3,397).

Re-appropriate Circuit Court’s imaging/scanning project ($380,518), and E-filing software ($10,000) from CIP 2014 and R18-190, courtroom tech replacements ($10,923), Courtview training ($5,000), and key card holder ($2,600) from CIP 2014 and 2015, computer, keyboard, monitor ($1,171) and phonic ear ($750) from 2017. Courtroom Technology Replacements ($159,226) from 2018. Animal Control’s bullet proof vest ($4,490), Toughbook ($19,205) from 2016, 2017 and 2018 CIP. Equalization’s Software for Online Mapping ($10,000) from 2018 CIP. District Court’s Lobby Furniture CIP 2016 ($2,592) and Two Way Radios CIP 2017 ($1,750). Re-appropriate funds for computer replacements budgeted but not purchased in 2018 for the following departments; Innovation & Technology ($4,236), Sheriff ($19,100), Health Dept ($76,000), and Prosecuting Attorney ($17,000). To appropriate ($17,048) for the purchase of replacement scanners for the Circuit Court’s Family Support due to the old difficulty supporting newest version of OnBase. Re-appropriate Facilities’ Pump Out Vacuum ($3,000), and Truck Plow Replacement ($8,500) from CIP 2018. Re-appropriate Sheriff’s Replacement of Bullet Resistant Vest ($10,608) from CIP 2018. Re-appropriate Probate Court’s Courtroom Upgrades ($20,564) and the Prosecuting Attorney’s Scanner Replacements ($18,500) from CIP 2018.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 29

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING SHARON VERHOUGSTRAETE

RESOLUTION # 19 – 193

WHEREAS, Sharon Verhougstraete began her career in 1998 with Ingham County Health Department (ICHD) in the Office For Young Children (OYC) as an Account Clerk; and

WHEREAS, as an Account Clerk, Sharon was responsible for greeting clients, answering phones, ordering supplies and receipting payments; and

WHEREAS, Sharon performed back-up receptionist duties for the Tobacco Licensing program for several years in a compassionate and professional manner that was recognized and appreciated by her peers; and

WHEREAS, Sharon coordinated duties related to OYC’s Lansing Scholarship Program which involved a careful review of all applications semi-annually with awards being given out to those providers who met the criteria of the scholarship; and

WHEREAS, Sharon was in charge of reviewing monthly attendance forms from the child care providers and processing requests for disbursements which often required a challenging and demanding process of follow-up with providers that Sharon handled with patience and composure; and

WHEREAS, Sharon began dividing her time as an Account Clerk between OYC and Billing and Reporting in 2010 to assist the billing team with special projects where she eventually transitioned to a full-time Account Clerk in 2013; and

WHEREAS, as a full-time Billing and Reporting Clerk, Sharon mastered a variety of tasks including primary responsibility for commercial insurance claims, payments and follow-up as well as generating patient statements for services in a caring and confident manner; and

WHEREAS, Sharon’s positive interaction with patients and staff demonstrated her diverse knowledge of many topics and subjects which allowed her to not only perform her duties accurately and timely but also allowed her to contribute to assisting many co-workers and colleagues in achieving the same; and

WHEREAS, Sharon’s skills, initiative, and positive support of her team members will be missed by her colleagues; and

WHEREAS, with more than 20 years of dedicated service to the Ingham County Health Department, Sharon is retiring from her position as Billing & Reporting Clerk.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Sharon Verhougstraete for more than 20 years of dedicated service to Ingham County Health Department and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham County.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

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

HUMAN SERVICES:  Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None  Absent: None  Approved 04/22/2019

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 30

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FUNDS FOR THE HEALTHY START GRANT

RESOLUTION # 19 – 194

WHEREAS, Ingham County Health Department (ICHD) wishes to accept grant funds in the amount of $5,470,000.00 from the United States Department of Health and Human Services (USDHHS) for ICHD’s Healthy Start (HS) program; and

WHEREAS, HS is a national initiative focusing on eliminating disparities in perinatal health by reducing the rate of infant mortality and improving perinatal outcomes to areas with high annual rates of infant mortality; and

WHEREAS, in Resolution #14-413, the Board of Commissioners accepted a grant in the amount of $3,532,933 and authorized an agreement with the USDHHS’s Division of Health Resources and Services Administration (HRSA) for the HS grant effective September 1, 2014 through March 31, 2019; and

WHEREAS, ICHD has again been awarded funding from the USDHHS’s Division of HRSA to continue and expand its HS Program for the period of April 1, 2019 through March 31, 2024 in the amount of $5,470,000; and

WHEREAS, year one funding (4/01/2019 through 3/31/2020) totals $1,070,000 and years two through five (4/1/2020 through 3/31/2024) support the project at $1,100,000 annually which will allow ICHD’s HS program to continue working towards the program goals; and

WHEREAS, ICHD will also subcontract with the Michigan Public Health Institute (MPHI) in an amount not to exceed $94,892 for providing a comprehensive evaluation of ICHD’s HS initiative and with Florida State University in an amount not to exceed $15,000 which will allow ICHD’s HS staff to receive Partners for a Healthy Baby training to be completed before September 1, 2019; and

WHEREAS, these grant funds will allow for the continued funding of the following established positions:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Pay FTE</th>
<th>Position #</th>
<th>Group/Grade</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthy Start Project Coordinator</td>
<td>1</td>
<td>#601480</td>
<td>ICEA PRO/9</td>
<td>$63,413.57 to $76,125.37</td>
</tr>
<tr>
<td>Healthy Start Health Educator</td>
<td>1</td>
<td>#601446</td>
<td>ICEA PRO/7</td>
<td>$53,158.82 to $63,815.36</td>
</tr>
<tr>
<td>Fatherhood Facilitator</td>
<td>1</td>
<td>#601481</td>
<td>ICEA PRO/5</td>
<td>$44,839.76 to $53,828.83</td>
</tr>
<tr>
<td>Community Health Workers</td>
<td>3 Total</td>
<td>#601484, #601483 #601482</td>
<td>UAW/D</td>
<td>$33,048.96 to $39,344.00</td>
</tr>
</tbody>
</table>
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

WHEREAS, these grant funds will also fund the creation of the following new positions within ICHD’s HS program for the duration of the grant:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Pay FTE</th>
<th>Position #</th>
<th>Group/Grade</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurse Practitioner</td>
<td>0.75</td>
<td>To Be Assigned</td>
<td>MNA/6</td>
<td>$59,055.57 to $70,883.00</td>
</tr>
<tr>
<td>Medical Assistant</td>
<td>1</td>
<td>To Be Assigned</td>
<td>UAW/D</td>
<td>$33,048.96 to $39,344.00</td>
</tr>
<tr>
<td>Medical Social Worker</td>
<td>1</td>
<td>To Be Assigned</td>
<td>ICEA PRO/7</td>
<td>$53,158.82 to $63,815.36</td>
</tr>
</tbody>
</table>

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners accept the grant award in the amount of up to $5,470,000 from the USDHHS, HRSA for the period of April 1, 2019 through March 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds from USDHHS HRSA in the amount up to $5,470,000 for the period of April 1, 2019 through March 31, 2024 for the Healthy Start grant.

BE IT FURTHER RESOLVED, that subcontracts are authorized with MPHI in an amount not to exceed $94,892 to provide a comprehensive evaluation of ICHD’s Healthy Start initiative, and with Florida State University in an amount not to exceed $15,000, which will allow ICHD’s HS staff to receive Partners for a Healthy Baby training to be completed before September 1, 2019.

BE IT FURTHER RESOLVED, that these grant funds will allow for the continued funding of the following established positions:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Pay FTE</th>
<th>Position #</th>
<th>Group/Grade</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthy Start Project Coordinator</td>
<td>1</td>
<td>#601480</td>
<td>ICEA PRO/9</td>
<td>$63,413.57 to $76,125.37</td>
</tr>
<tr>
<td>Healthy Start Health Educator</td>
<td>1</td>
<td>#601446</td>
<td>ICEA PRO/7</td>
<td>$53,158.82 to $63,815.36</td>
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<tr>
<td>Fatherhood Facilitator</td>
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<td>$44,839.76 to $53,828.83</td>
</tr>
<tr>
<td>Community Health Workers</td>
<td>3 Total</td>
<td>#601484, #601483</td>
<td>UAW/D</td>
<td>$33,048.96 to $39,344.00</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that these grant funds will also fund the creation of the following new positions within ICHD's HS program for the duration of the grant:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Pay FTE</th>
<th>Position #</th>
<th>Group/Grade</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurse Practitioner</td>
<td>0.75</td>
<td>To Be Assigned</td>
<td>MNA/6</td>
<td>$59,055.57 to $70,883.00</td>
</tr>
<tr>
<td>Medical Assistant</td>
<td>1</td>
<td>To Be Assigned</td>
<td>UAW/D</td>
<td>$33,048.96 to $39,344.00</td>
</tr>
<tr>
<td>Medical Social Worker</td>
<td>1</td>
<td>To Be Assigned</td>
<td>ICEA PRO/7</td>
<td>$53,158.82 to $63,815.36</td>
</tr>
</tbody>
</table>

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
   Nays: None   Absent: None   Approved 04/22/2019

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

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 31

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE
2019 COUNTY VETERAN SERVICE GRANT

RESOLUTION # 19 – 195

WHEREAS, House Bill 5536 has passed and The Michigan Veterans Affairs Agency has accepted the Ingham County Application for the 2019 County Veteran Service Fund Grant for the project title “Empowerment Initiative”; and

WHEREAS, the grant award will be funded for up to $99,117 of approved costs during the grant period; and

WHEREAS, Ingham County will receive a direct payment of $50,000 and the remaining $49,117 will be paid on a reimbursement basis.

THEREFORE BE IT RESOLVED, that Ingham County accepts the 2019 County Veteran Service Fund Grant in the amount of $99,117 effective the date of execution through September 30, 2019, to be used for the purpose of increased veteran service operations, technological advantages, marketing and salary increases.

BE IT FURTHER RESOLVED, that any changes to classification and compensation for Veterans Affairs Department staff consistent with this grant will be approved by a separate resolution.

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

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None  Absent: None  Approved 04/22/2019

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

Adopted as part of a consent agenda.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE CAPITAL AREA UNITED WAY

RESOLUTION # 19 – 196

WHEREAS, the Capital Area Behavioral Risk Factor Survey (Capital Area BRFS) measures a number of health indicators and quality of life indices including chronic diseases, cigarette and alcohol use, obesity and physical activity, and neighborhood safety; and

WHEREAS, data from the Capital Area BRFS is essential to the Healthy! Capital Counties community health assessment done in collaboration with two neighboring health departments and the four local hospitals in the region; and

WHEREAS, data from the Capital Area BRFS is central to the Community Indicators Project, a core component of Ingham County Health Department’s (ICHD’s) strategy for informing the community about health status; and

WHEREAS, ICHD and Capital Area United Way (CAUW) executed a collaborative agreement in 2005, wherein the United Way arranges for consulting and contractual services in support of the Community Indicators Project; and

WHEREAS, the collaborative agreement was originally authorized in Resolution #05-148 and amended in Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-016, #14-226, #15-176, #16-405, #17-325, #18-028 and collaborative activities have continued since the agreement’s inception; and

WHEREAS, under this agreement the CAUW has coordinated funding from Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD), and ICHD to administer the Capital Area BRFS; and

WHEREAS, this resolution will authorize an amendment to the agreement with CAUW and enable data collection to continue; and

WHEREAS, the amendment shall extend the term of the agreement from October 1, 2018 through September 30, 2019; and

WHEREAS, the amount of the amended contract shall be up to $23,532.84 and the funds to support this collaboration are included in ICHD’s 2019 budget; and

WHEREAS, the Health Officer has recommended that ICHD continue its collaborative agreement with the CAUW.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreement with the CAUW for a term of October 1, 2018 through September 30, 2019 in an amount not to exceed $23,532.84 to coordinate the Capital Area BRFS.

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert  
Nays: None  Absent: None  Approved 04/22/2019

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

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

Commissioner Sebolt disclosed that the Michigan Association of United Ways had a relationship with his employer, the Michigan AFL-CIO.

The motion carried unanimously.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 33

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING LANCE LANGDON FOR HIS YEARS OF SERVICE TO THE COUNTY OF INGHAM AND THE EAST LANSING POLICE DEPARTMENT

RESOLUTION # 19 – 197

WHEREAS, Lance Langdon began serving as the Director of the 911 Center in February of 2012; and

WHEREAS, prior to this time he worked for the East Lansing Police Department for 25 years, reaching the rank of Lieutenant; and

WHEREAS, Lance played an instrumental role in merging of the City of Lansing and City of East Lansing 911 Centers into what is now the Ingham County 911 Center; and

WHEREAS, under Lance’s leadership the 911 Center acquired and implemented technology and equipment upgrades to receive emergency calls to better address the safety needs of the public; and

WHEREAS, Lance retired from his position as Director of the Ingham County 911 Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Lance Langdon for his many years of service to the citizens of Ingham County as the Director of the 911 Center and for his 25 years of service with the East Lansing Police Department.

BE IT FURTHER RESOLVED, that the Board appreciates his many contributions and commitment toward ensuring the public safety and well-being of the citizens of the County of Ingham.

BE IT FURTHER RESOLVED, that the Board wishes him the best in his future endeavors.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None Absent: None Approved 04/18/2019

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 34

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE LETTER OF UNDERSTANDING WITH CAPITOL CITY LABOR PROGRAM (CCLP) CORRECTIONS UNIT

RESOLUTION # 19 – 198

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County, the Ingham County Sheriff’s Office, and the Capitol City Labor Program, Inc. (CCLP) – Corrections Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the parties wish to amend the Agreement; and

WHEREAS, the Ingham County Sheriff’s Office and Human Resources have discussed with the CCLP Corrections Unit the need for allowing the annual vacation accrual to be increased to 380 hours until December 31, 2020 and payment of hours in excess of the maximum vacation accrual allowed due to current staffing levels until December 31, 2019, at which time payment of hours in excess of the maximum vacation accrual allowed will discontinue and have prepared the attached Letter of Understanding between the parties; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the Law and Courts, County Services, and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding between Ingham County and the CCLP Corrections Unit with respect to allowing the annual vacation accrual to be increased to 380 hours until December 31, 2020 and payment of vacation hours in excess of the maximum accrual allowed until December 31, 2019, at which time such practice will discontinue.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdorfer, Trubac, Schafer
Nays: None Absent: None Approved 04/18/2019

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

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

Adopted as part of a consent agenda.
LETTER OF UNDERSTANDING

BETWEEN

INGHAM COUNTY SHERIFF
AND
CAPITOL CITY LABOR PROGRAM, INC.
CORRECTIONS UNIT

INCREASE IN MAXIMUM VACATION ACCUMULATION

WHEREAS, the current collective bargaining agreement between the parties provides in Article 33, VACATION, Section 5a that annual leave days not used may only be accumulated to a maximum of 300 hours or alternatively to a maximum of 320 hours where the Employee secures the written approval of the Undersheriff; and

WHEREAS, due to the staffing level currently existing in the Sheriff's Office the parties established a temporary expanded maximum vacation (annual leave) accumulation of 380 hours through December 31, 2017 through the use of a Letter of Understanding which expired by its terms on December 31, 2017; and

WHEREAS, the parties recognize a need to renew and extend the expanded maximum vacation accumulation limit through December 31, 2020 as well as to document retroactively to January 1, 2018, the practice of the parties in allowing vacation accumulations beyond the 300 or 320 contract maximums; and

WHEREAS, Corrections Officers will not be allowed to continue to accrue vacation (annual leave) above the 380 hour agreed upon maximum; and

WHEREAS, the parties have come to an agreement on renewal of and continuation of the expanded maximum accumulation and there will be no future accrual of or payment for vacation hours accrued over and above the 380 hour maximum accumulation except as stated below in paragraph 2.

NOW, THEREFORE, IT IS HEREBY AGREED, between the parties as follows:

1. The annual maximum vacation accrual shall be increased to 380 hours without the requirement for the written approval of the Undersheriff retroactive to January 1, 2018 through December 31, 2020.

2. Corrections Deputies will continue to receive the cash out of vacation accrued over and above the 380 hours maximum accumulation until December 31, 2019, at which time such practice will discontinue.
3. This Letter of Understanding will be effective through December 31, 2020, at which time the temporary increase in maximum leave accumulation shall expire.

COUNTY OF INGHAM

Bryan Crenshaw, Chairperson

Date

CCLP CORRECTIONS DIVISION

Tom Krug, Executive Director

Date

SHERIFF OF INGHAM COUNTY

Sheriff Scott Wrigglesworth

Date

Jack Bonner

Date

APPROVED AS TO FORM FOR INGHAM COUNTY:

COHL, STOKER & TOSKEY, P.C.

By: [Signature]

By: Bonnie G. Toskey

4/04/2019

Date

Bonnie G. Toskey

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTINUE SUPPORT SERVICE AGREEMENT WITH CAROUSEL INDUSTRIES FOR THE JAIL & TRAINING ROOMS AUDIO & VIDEO SYSTEMS

RESOLUTION # 19 – 199

WHEREAS, the Ingham County Jail and Training Rooms had audio & video systems installed in 2014; and

WHEREAS, the Innovation and Technology Department worked with Carousel Industries to replace the failed/failing Grand Valley audio system; and

WHEREAS, the new jail and training rooms audio & video systems were completed in several phases by the end of 2014; and

WHEREAS, the Jail and Training Rooms Video & Audio systems will be covered under this agreement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the continued Support Service Agreement (SSA) for the Jail and Training Rooms Audio & Video systems from Carousel Industries.

BE IT FURTHER RESOLVED, that the cost of the SSA, in an amount not to exceed $5,799.75, will be paid from the 63625810-932030 IT Maintenance account.

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

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

LAW & COURTS:  Yea:  Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None  Absent: None  Approved 04/18/2019

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

Approved as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 36

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO A CURRENT CONTRACT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR TRANSPORT SERVICES OF SPECIFIC JUVENILES BY SHERIFF’S DEPUTIES

RESOLUTION # 19 – 200

WHEREAS, the Michigan Department of Health and Human Services seeks to amend a current contract for transportation of specific juveniles; and

WHEREAS, the purpose of the amendment is to exercise the second of two one year extension options extending the term of the contract for one additional year, through September 30, 2020, and add a not to exceed reimbursement amount of $15,000 for this final year; and

WHEREAS, the Ingham County Sheriff’s Office wishes to continue the service provided to the Michigan Department of Health and Human Services for transportation of specific, in-custody juveniles; and

WHEREAS, the Michigan Department of Health and Human Services shall reimburse Ingham County for the Sheriff Deputies’ overtime wages and transportation costs in an amount not to exceed $45,000 in total for the contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff’s Office to continue its participation with the Michigan Department of Health and Human Services for the transportation of specific in-custody juvenile inmates for an amount not to exceed $15,000 for 2019-2020, extending the contract expiration to September 30, 2020.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None Absent: None Approved 04/18/2019

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

ADOPTED – APRIL 30, 2019
AGENDA ITEM NO. 37

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH REHMANN CONSULTING TO ASSIST THE FRIEND OF THE COURT, PROSECUTING ATTORNEY, AND INNOVATION & TECHNOLOGY DEPARTMENTS IN IMPLEMENTING THE INDEPENDENT SECURITY AUDIT REQUIREMENT AS SET FORTH IN MICHIGAN OFFICE OF CHILD SUPPORT IV-D MEMORANDUM 2017-011

RESOLUTION # 19 – 201

WHEREAS, IV-D Memorandum 2017-011 requires Michigan Friend of the Court and Prosecuting Attorney offices with county managed networks and applications to complete an Independent Security Audit by September 30, 2019; and

WHEREAS, this Independent Security Audit is also a requirement of the Cooperative Reimbursement Program (CRP) contract, which is in effect for the five year period beginning October 1, 2017, and ending September 30, 2022; and

WHEREAS, adherence to the terms of the CRP contract is necessary for the Friend of the Court, and the Family Support Unit of the Prosecuting Attorney’s office, to continue to receive 66% reimbursement for Title IV-D (child support enforcement) funding from the federal government, through the Michigan Department of Health and Human Services Office of Child Support; and

WHEREAS, for the fiscal year ending September 30, 2019, approximately $4.9 million has been budgeted for Title IV-D funding, including incentive funding, for both the Friend of the Court and the Prosecuting Attorney; and

WHEREAS, for the fiscal year ending September 30, 2019, $50,000 of IV-D funding was budgeted for a security audit consultant, to assist in meeting the requirements of IV-D Memorandum 2017-011; and

WHEREAS, Rehmann Consulting has submitted a comprehensive security audit consulting proposal for completing these requirements, following a meeting held with the Ingham County Purchasing Director, IT Director, Friend of the Court, and Chief Assistant Prosecuting Attorney; and

WHEREAS, the amount of the proposal, $25,500, is less than the $50,000 budgeted for a security audit consultant for the fiscal year ending September 30, 2019; and

WHEREAS, Rehmann Group is an active vendor under the MiDeal Extended Purchasing Program, Contract #071B7700021, for vulnerability assessment and financial accounting and auditing services, which is awarded by the State of Michigan’s Department of Technology, Management, and Budget, after following a competitive bidding process; and
WHEREAS, county policy allows for the purchase of goods and services from cooperative bidding agreements, such as MiDeal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a $25,500 contract with Rehmann Group, for the fiscal year ending September 30, 2019, for consulting services necessary to implement the requirements of IV-D Memorandum 2017-011.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is hereby authorized to make any adjustments necessary to properly budget and account for these expenditures.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
                Nays: None   Absent: None   Approved 04/18/2019

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

Adopted as part of a consent agenda.
APRIL 30, 2019 STATUTORY EQUALIZATION MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Slaughter moved to appoint Thomas Trumble to the Veterans Affairs Committee. Commissioner Morgan supported the motion.

The motion carried unanimously.

Commissioner Slaughter moved to suspend term limits and reappoint Larry Van Ostran to the Veterans Affairs Committee. Commissioner Grebner supported the motion.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Trubac stated that he attended the Sheriff’s Office awards ceremony and that it was a great opportunity to learn about the police and detective work that goes on behind the scenes to keep Ingham County a safe place to live. He further stated that he encouraged other members of the Board to attend in the future.

Commissioner Naeyaert welcomed everyone to visit the City of Mason for the Spring Fling and 5k this upcoming weekend.

Chairperson Crenshaw announced the Labor Council for Latin American Advancement would be having their 7th Annual Scholarship dinner on May 7, 2019, at the UAW Local 652. He further stated that, if any Commissioners were interested in attending, he had tickets available for sale.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of $22,290,011.33. Commissioner Grebner supported the motion.

The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 6:48 p.m.