

INGHAM COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING – 6:30 P.M.
COMMISSIONERS ROOM, COURTHOUSE
341 SOUTH JEFFERSON, MASON, MICHIGAN 48854
PUBLIC PARTICIPATION OFFERED VIA ZOOM AT:
<HTTPS://INGHAM.ZOOM.US/J/86246962326>

FEBRUARY 11, 2025

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM [JANUARY 28, 2025](#)
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 1. BOARD OF COMMISSIONERS – RESOLUTION [HONORING THE WOMEN’S CENTER OF GREATER LANSING FOR 20 YEARS OF SERVICE](#)
 2. COUNTY SERVICES COMMITTEE – RESOLUTION [HONORING RON LESTER](#)
 3. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A \$60,000 AGREEMENT TO [LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN](#) FOR FORECLOSURE PREVENTION LEGAL SUPPORT AND RELATED SERVICES THROUGH THE MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY
 4. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A \$200,000 AGREEMENT TO [SOUTHWEST LANSING ACTION GROUP](#) FOR COMMUNITY ENHANCEMENT RELATED ACTIVITIES THROUGH THE MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY
 5. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A \$1,471,877 AGREEMENT WITH [CAPITAL AREA COMMUNITY SERVICES](#) FOR HOUSING RELATED SERVICES FUNDED THROUGH THE MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT

6. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION CONSENTING TO RELINQUISHMENT OF THE FARMINGTON, FARMINGTON NO. 2, AND [FARMINGTON NO.3 DRAINS](#) TO THE CHARTER TOWNSHIP OF LANSING
7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AWARD A CONTRACT FOR [MONUMENTATION AND REMONUMENTATION](#) PROJECT REPRESENTATIVE
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO [AUTOCLEAR LLC FOR X-RAY MACHINES](#) AT THE VETERANS MEMORIAL COURTHOUSE
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH KNIGHT WATCH FOR THE [ACCESS CONTROL UPGRADE](#) AT INGHAM COUNTY ANIMAL CONTROL
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH KNIGHT WATCH FOR THE [SWIPE CARD READER](#) ADDITIONS AT THE HUMAN SERVICES BUILDING
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO [TRANE U.S. INC.](#), FOR THE REPLACEMENT OF THE CHILLER AT THE HUMAN SERVICES BUILDING
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [PROCESSED ROAD GRAVELS](#), VARIOUS CRUSHED AGGREGATES, CLASS 2 SAND, AND WINTER MAINTENANCE SAND FOR 2025
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [HELICALLY CORRUGATED STEEL PIPE](#) FOR 2025
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR [CS-T TRAP ROCK](#), 34CS TRAP ROCK, 29A CRUSHED NATURAL, 29A CRUSHED LIMESTONE, H1 LIMESTONE, AND OHIO #9 AGGREGATES FOR 2025
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #19-014 TO AUTHORIZE A CONTRACT AMENDMENT WITH [SHERIDAN LAND CONSULTING](#) FOR CONSULTING SERVICES TO THE INGHAM COUNTY FARMLAND AND OPEN SPACE PRESERVATION BOARD
16. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR FOOD SERVICE ITEMS FROM [GORDON FOOD SERVICE](#)
17. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF [ENVIRONMENT, GREAT LAKES, AND ENERGY](#) FOR FY2024-2025

18. LAW & COURTS COMMITTEE – RESOLUTION MAKING APPOINTMENTS TO THE INGHAM COUNTY [FAMILY CENTER ADVISORY BOARD](#)
19. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO PURCHASE [FIREARMS AND EQUIPMENT](#)
20. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO PURCHASE [HONOR GUARD UNIFORMS](#)
21. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO ACCEPT GRANT FUNDS FROM THE DEPARTMENT OF STATE POLICE – NATIONAL [CRIMINAL HISTORY IMPROVEMENT PROGRAM](#)
22. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE CONTRACTS FOR [LAWYER GUARDIAN AD LITEM](#) REPRESENTATION AND TO AMEND RESOLUTION #24-306
23. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE RENEWAL OF SOFTWARE SUPPORT AGREEMENT WITH [CENTRAL SQUARE TECHNOLOGIES](#) FOR THE COMPUTER AIDED DISPATCH SYSTEM

- XII. SPECIAL ORDERS OF THE DAY
- XIII. PUBLIC COMMENT
- XIV. COMMISSIONER ANNOUNCEMENTS
- XV. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XVI. ADJOURNMENT

THE COUNTY OF INGHAM WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS INTERPRETERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING FOR THE VISUALLY IMPAIRED, FOR INDIVIDUALS WITH DISABILITIES AT THE MEETING UPON FIVE (5) WORKING DAYS NOTICE TO THE COUNTY OF INGHAM. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF INGHAM IN WRITING OR BY CALLING THE FOLLOWING: INGHAM COUNTY BOARD OF COMMISSIONERS, P.O. BOX 319, MASON, MI 48854, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org

JANUARY 28, 2025 REGULAR MEETING

Board of Commissioners Room – Courthouse

Mason, Michigan – 6:30 p.m.

Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>

January 28, 2025

CALL TO ORDER

Chairperson Sebolt called the January 28, 2025 Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Pratt, Polsdofer, Ruest, Schafer, Sebolt, Tennis, Trubac, and Willis.

Members Absent: None.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Sebolt asked Barb Byrum, Ingham County Clerk, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Sebolt asked those present for a moment of meditation and reflection.

APPROVAL OF THE MINUTES

Commissioner Peña moved to approve the minutes of the December 10, 2024 and January 2, 2025 meetings. Commissioner Tennis supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

Chairperson Sebolt stated, without objection, the following resolution would be referred back to the County Services and Finance Committees:

18. RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR AS-NEEDED SIGNAL MODELING AND TIMING PERMIT SERVICES FOR 2025-2026

Chairperson Sebolt stated, without objection, the following resolution would be removed from the Agenda:

41. RESOLUTION TO AUTHORIZE AN AGREEMENT WITH COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON INGHAM COUNTIES FOR OPIOID CRISIS RESPONSE SUB-AWARD

JANUARY 28, 2025 REGULAR MEETING

Chairperson Sebolt stated, without objection, the following substitute resolutions would be added:

7. RESOLUTION TO AUTHORIZE \$2,000,000 TO EASTSIDE COMMUNITY ACTION FOR AFFORDABLE SINGLE-FAMILY HOME CONSTRUCTION AND REHAB PROJECTS AS AUTHORIZED IN THE \$15,000,000 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY
8. RESOLUTION TO AUTHORIZE \$1,500,000 OF MICHIGAN APPROPRIATIONS GRANT FUNDS TO LONZO DEVELOPMENT GROUP TO DEVELOP 1001 W. SAGINAW ST. AND THE IRIS (900-918 W SAGINAW)
22. RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR EMULSIFIED ASPHALTS FOR 2025
24. RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT SERVICE CONTRACT
35. RESOLUTION TO AMEND RESOLUTION #24 - 018 TO AUTHORIZE A CONTRACT AMENDMENT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES
46. RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PETSZEL, LLC TO PROVIDE PET ADOPTION FOLLOW-UP SERVICES

Chairperson Sebolt stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Grebner moved to consider the following resolution:

RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE UAW LOCAL 2256 ZOO UNIT

Commissioner Tennis supported the motion.

The motion to allow the resolution to be considered immediately carried unanimously.

Chairperson Sebolt stated the Resolution Approving The 2025-2027 Collective Bargaining Agreement With The UAW Local 2256 Zoo Unit would be added as Agenda Item No. 50.

PETITIONS AND COMMUNICATIONS

RESOLUTION #2024-021 FROM THE LEELANAU COUNTY BOARD OF COMMISSIONERS SUPPORTING HOUSE BILL 5430 FOR THE EXPANSION OF THE MICHIGAN HISTORIC PRESERVATION TAX CREDITS ESTABLISHED UNDER PUBLIC ACT 343 OF 2020. Chairperson Sebolt stated this matter would be placed on file.

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A LETTER FROM DANIELLE MCCANN RESIGNING FROM THE INGHAM COUNTY WOMEN'S COMMISSION. Chairperson Sebolt stated this matter would be accepted with regret and placed on file.

A LETTER FROM TRACEY WOODEN RESIGNING FROM THE INGHAM COUNTY WOMEN'S COMMISSION. Chairperson Sebolt stated this matter would be accepted with regret and placed on file.

A LETTER FROM STACEY MASON RESIGNING FROM THE INGHAM COUNTY WOMEN'S COMMISSION. Chairperson Sebolt stated this matter would be accepted with regret and placed on file.

THE CAPITAL AREA DISTRICT LIBRARY 2023 COMMUNITY IMPACT REPORT. Chairperson Sebolt stated this item would be received and placed on file.

LIMITED PUBLIC COMMENT

Dana Watson, Ingham County democrat, Health Department employee, and East Lansing City Council Member, stated that she wished to speak about Agenda Item No. 6, as she was surprised to see that February was being declared as not just Black History Month, but Black History/Cultural Diversity Month. Councilmember Watson further stated that the two were very different and that perhaps it had been done in error and they should continue to celebrate Black History Month on its own as they had for decades, because it was an acknowledgment of the work done by Black Americans who had not be acknowledged in so many spaces.

Councilmember Watson stated that the addition of the cultural diversity piece watered it down to them and asked if the Board of Commissioners could keep the month of February as Black History Month.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items with the exception of Agenda Item Nos. 6, 10, 11, 27, 28, 35, and 39. Commissioner Morgan supported the motion.

Chairperson Sebolt disclosed under Agenda Item No. 50, that the United Auto Workers (UAW) was affiliated with their employer, the Michigan American Federation of Labor and Congress of Industrial Organizations (AFL-CIO), through their international union.

Commissioner Pratt disclosed under Agenda Item No 8. that they had various personal and social interactions with the Lonzo Development Group.

The motion carried unanimously.

Those agenda items that were on the consent agenda were approved via unanimous roll call vote.

Items voted on separately are so noted in the minutes.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING BLACK HISTORY MONTH
IN INGHAM COUNTY**

RESOLUTION #25 – 010

WHEREAS, each February “National African American History Month” also known as “Black History Month” is observed to celebrate and honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson founded the Association for the Study of Negro Life and History and through that Association, he began pressing for the establishment of Negro History Week as a way to bring national attention to the accomplishments of African Americans; and

WHEREAS, Dr. Woodson's dream became a reality in 1926, he chose the second week of February for the observance because of its proximity to the birthdays of Abraham Lincoln and Frederick Douglass, two individuals whom Dr. Woodson felt had dramatically affected the lives of African Americans; and

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2025 as “Black History Month” in Ingham County.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

Moved by Commissioner Lawrence to adopt the resolution. Commissioner Maiville supported the motion.

Commissioner Johnson moved to amend the resolution as follows:

**RESOLUTION RECOGNIZING BLACK HISTORY/~~CULTURAL DIVERSITY~~ MONTH
IN INGHAM COUNTY**

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2025 as “Black History/~~Cultural Diversity~~ Month” in Ingham County.

Commissioner Tennis supported the amendment.

JANUARY 28, 2025 REGULAR MEETING

Commissioner Morgan proposed the following additional amendments:

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

~~WHEREAS, the United States is a diverse nation comprised of citizens from various ethnic groups and cultures; and~~

~~WHEREAS, it is important to promote a greater awareness of the history and culture of all ethnic groups across our country.~~

Commissioner Morgan's proposed amendments to Commissioner Johnson's amendment were considered friendly.

Discussion ensued regarding the resolution.

The motion to amend the resolution carried unanimously.

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

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE \$2,000,000 TO EASTSIDE COMMUNITY ACTION FOR AFFORDABLE SINGLE-FAMILY HOME CONSTRUCTION AND REHAB PROJECTS AS AUTHORIZED IN THE \$15,000,000 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY

RESOLUTION #25 – 011

WHEREAS, Budget Section 1019 of the FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County, including no more than \$5,000,000 for three specific affordable or workforce housing projects located in the City of Lansing; and

WHEREAS, in Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the Michigan State Housing Development Authority (MSHDA) Enhancement Grant, including \$2,000,000 for Eastside Community Action (ECAC) for affordable single-family housing development and rehab projects; and

WHEREAS, a nonprofit organization with several single-family home rehabilitation projects already underway, ECAC submitted a proposal requesting \$2,000,000 for construction of five new homes and rehab of six units of existing housing within the Potter-Walsh and Baker Donora neighborhoods to be made available at a reduced rate to ECAC Housing Program participants with incomes below 120% of the Area Medium Income; and

WHEREAS, the Housing Trust Fund (HTF) committee recommends that the Ingham County Board of Commissioners approve \$2,000,000 in MSHDA Enhancement Grant funds to ECAC to construct five new homes and rehabilitate six units of existing housing with a start date of October 1, 2024; and

WHEREAS, the MSHDA Enhancement Grant does not require compliance with Davis Bacon, and because ECAC has already initiated work on existing homes in need of repairs and rehabilitation, the HTF Committee recommends that the Ingham County Board of Commissioners approve an exception to the County Prevailing Wage Policy be made for this agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve an amount of \$2,000,000 to be committed to the Eastside Action Community Center to oversee and complete the construction of five new homes and rehabilitation of six units of existing housing.

BE IT FURTHER RESOLVED, that the agreement will include specific terms, consistent with the MSHDA Enhancement Grant requirements, in adherence with the County Living Wage Policy, but that adherence to the County Prevailing Wage Policy will not be required

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BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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 all applications, attachments, grant agreements, and all amendments, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Peña, Johnson, Maiville

Nays: Sebolt

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE \$1,500,000 OF MICHIGAN APPROPRIATIONS GRANT FUNDS TO LONZO DEVELOPMENT GROUP TO DEVELOP 1001 W. SAGINAW ST. AND THE IRIS (900-918 W SAGINAW)

RESOLUTION #25 – 012

WHEREAS, Budget Section 1019 of FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County including no more than \$5,000,000 for three specific affordable or workforce housing projects located in the City of Lansing; and

WHEREAS, in Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the Michigan State Housing Development Authority (MSHDA) Legislative Enhancement Grant; and

WHEREAS, \$5,000,000 of those funds is budgeted for three specific affordable and workforce housing projects in the City of Lansing; and

WHEREAS, the MSHDA Legislative Enhancement Grant specifically allocated \$1,500,000 to Lonzo Development Group. \$750,000 for development of 1001 W. Saginaw St. and \$750,000 for The Iris (900-918 W Saginaw) for the purpose of creating business space and affordable residential rental units for household's income qualified at or below 120% Area Medium Income.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Lonzo Development Group for the development of 1001 W. Saginaw St, and 900-918 W Saginaw St. with terms consistent with the Michigan Appropriations Grant requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR THE
CONSTRUCTION OF A PORTION OF THE GARDENS DRAIN WITHIN THE ROAD RIGHTS-OF-WAY**

RESOLUTION #25 – 013

WHEREAS, the Drainage District is an established body corporate in the County of Ingham, State of Michigan, pursuant to Public Act 40 of 1956, as amended (“Drain Code”), and the Drain Commissioner has jurisdiction of the Gardens Drain (“Drain”), an established county drain, which services the properties within the Drainage District; and

WHEREAS, the Drain Commissioner received a petition dated October 22, 2020, requesting improvements, including the cleaning out, relocating, widening, deepening, straightening, tiling, extending, improving, relocating along a highway, providing structures, mechanical devices and pumping equipment, adding lands, adding branches, and adding a relief drain (the “Improvements”) to the Drain; and

WHEREAS, an Order of Necessity was entered on February 9, 2021, determining that the Improvements petitioned therefore are necessary and conducive to the public health, convenience or welfare, and that the Drain should be improved and ordered to remove lands from the Drainage District; and

WHEREAS, the Drainage District is developing plans and specifications for the Improvements to the Drain within the Drainage District, and is in the process of securing easements necessary therefore; and

WHEREAS, the Improvements are intended to relieve drainage problems and flooding of roads and properties, providing cause for the Petition previously filed, in a manner consistent with now-existing federal and state statutes and regulations, and local ordinances; and

WHEREAS, said Improvements entail work to be performed in the public road rights-of-way under the control and jurisdiction of the Ingham County Road Department (hereinafter, the “ICRD”), as depicted in the attached Exhibit A, for which permission must be obtained from the ICRD pursuant to Section 321 of the Drain Code, MCL 280.321; and

WHEREAS, the Drain Commissioner has requested that the ICRD grant such permission to construct the Drain in road rights-of-way under the jurisdiction of the ICRD; and

WHEREAS, the ICRD and the Drain Commissioner agree to cooperate to assure that drainage from properties and roads is unobstructed and that the roads are left in equal, or better, condition once construction is completed in accordance with the terms of the agreement.

JANUARY 28, 2025 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Gardens Drain Drainage District by and through the Ingham County Drain Commissioner to construct the portion of the Gardens Drain within road rights-of-way under the jurisdiction of the ICRD, as depicted in Exhibit A.

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

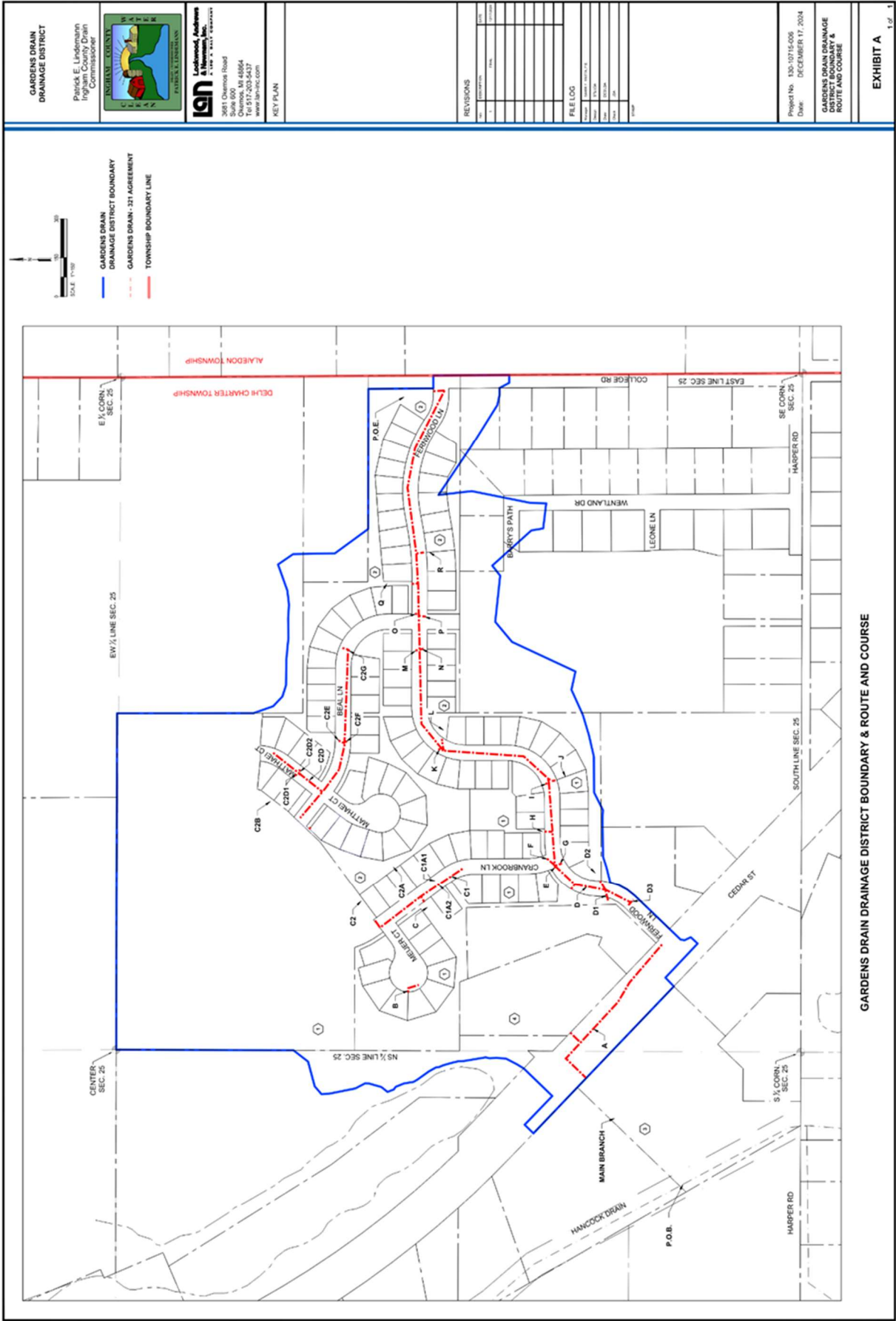
Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING



JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
2025 DRAINAGE DISTRICT NOTES**

Resolution # 25-014

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the County on January 28, 2025, at 6:30 p.m., local time.

PRESENT: Commissioners Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.

ABSENT: Commissioners None.

The following resolution was offered by Commissioner Lawrence and supported by Commissioner Grebner.

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the “Drain Commissioner”), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”) to establish drainage districts in the County of Ingham (the “County”); and

WHEREAS, in certain drainage districts petitions have been filed with the Drain Commissioner for the making of certain improvements to the drains located in the drainage districts (the “Petition Projects”), which are being undertaken by the drainage district having jurisdiction over the drain; and

WHEREAS, the drainage districts are obligated to inspect, repair, and maintain the drains under their jurisdiction (the “Maintenance Projects”); and

WHEREAS, the Petition Projects and the Maintenance Projects (together, the “Projects”) are necessary for the protection of the public health; and

WHEREAS, in order to provide funds to pay preliminary costs of the Petition Projects, to pay all or a portion of the costs of the Maintenance Projects, and to refinance notes previously issued to provide funds to pay costs of the Projects, it is necessary for the drainage districts to issue notes from time to time pursuant to Section 434 of the Act; and

WHEREAS, the principal of and interest on notes issued for Petition Projects will be payable from bonds to be issued by the drainage districts constructing the Petition Projects to provide the permanent financing for the Petition Projects (the “Bonds”); and

JANUARY 28, 2025 REGULAR MEETING

WHEREAS, the principal of and interest on notes issued for Maintenance Projects will be payable from special assessments levied against benefitted properties and public corporations for the maintenance of the drains; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Petition Projects and informed the County that the drainage districts' ability to issue the Bonds and their ability to levy special assessments for the payment of interim costs of the Petition Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Petition Projects; and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the drainage districts, has analyzed the Maintenance Projects and informed the County that the drainage districts' ability to levy special assessments for the payment of the costs of the Maintenance Projects provide the drainage districts with sufficient powers to raise funds to pay the principal of and interest on notes issued for Maintenance Projects; and

WHEREAS, the Drain Commissioner deems it advisable and necessary to request that this Ingham County Board of Commissioners (the "Board") adopt a resolution pledging the limited tax full faith and credit of the County on notes that may be issued by drainage districts in calendar year 2025; and

WHEREAS, the Board may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued pursuant to Section 434 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the notes is necessary to enable the drainage districts to continue to design, acquire and construct the Petition Projects and to pay the costs of the Maintenance Projects; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on notes issued in calendar year 2025 in an amount not to exceed \$20,000,000.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on any notes issued by County drainage districts pursuant to Section 434 of the Act in calendar year 2025 in the aggregate principal amount of not to exceed \$20,000,000, and on notes issued thereafter to refinance these notes (the "Notes"). In the event that Bonds are not issued on or before the date on which the principal of and interest on the Notes are due or in the event that moneys are not available to the drainage districts on the date the principal of and interest on Notes are due, the County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Notes when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Notes when due. The ability of the County to levy taxes to pay the principal of and interest on the Notes shall be subject to constitutional and statutory limitations on the taxing power of the County. The Notes may be issued in one or more Note issues.

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2. In the event that, pursuant to said pledge of full faith and credit, the County advances County funds to pay any part of the principal of and interest due on a Note, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and to execute any documents or certificates necessary to complete the issuance of the Notes, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates or other documents relating to federal or state securities laws, rules, or regulations and to sign such documents and give any approvals necessary therefor.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.

NAYS: Commissioners None.

ABSTAIN: Commissioners None.

COUNTY SERVICES:

Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None Absent: None Approved: 01/21/25

FINANCE:

Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None Absent: Tennis Approved: 01/22/25

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

The motion to adopt the resolution carried via unanimous roll call vote.

JANUARY 28, 2025 REGULAR MEETING

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on January 28, 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: _____, 2025

Barb Byrum, Clerk
County of Ingham

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS
RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
GARDENS DRAIN DRAINAGE DISTRICT BONDS**

RESOLUTION #25 – 015

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on January 28, 2025, at 6:30 p.m., local time.

PRESENT: Commissioners Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.

ABSENT: Commissioners None.

The following resolution was offered by Commissioner Lawrence and supported by Commissioner: Morgan

WHEREAS pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the “Drain Commissioner”), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Gardens Drain Maintenance and Improvement Project (the “Project”), which is being undertaken by the Gardens Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District’s bonds (the “Bonds”) in an amount not to exceed One-Million Five Hundred Thousand Dollars (\$1,500,000) pursuant to the Act; and

WHEREAS, the principal of and interest on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District (the “Special Assessments”); and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the Drainage District, has analyzed the Special Assessments and the proposed Bonds; and informed the County that there is no other indebtedness of the Drainage District secured by the Special Assessments, and that the Special Assessments will be levied in an amount equal to or greater than the par amount of the Bonds, assuring the County that there is a

JANUARY 28, 2025 REGULAR MEETING

sufficient amount of Special Assessments levied, which together with interest thereon is projected to be sufficient to make payments of the principal of and interest on the Bonds as they become due; and

WHEREAS, PFM Financial Advisors LLC has been engaged by the Drainage District to review such projections and to assist the Drainage District as registered municipal advisor for the issuance of the Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the Bonds will reduce the interest cost of financing the Project thus reducing the interest cost of the County and the property owners in the Drainage District for the Project; and

WHEREAS, if the County has advanced funds pursuant to its full faith and credit pledge and the Drainage District does not have funds to reimburse the County, the Act requires the Drain Commissioner to levy an additional assessment in such an amount as is required to reimburse the County for its advance; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds; and

WHEREAS, based on the recommendation of the Drain Commissioner, the Board agrees to pledge the full faith and credit of the County to the Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed One-Million Five Hundred Thousand Dollars (\$1,500,000). The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

JANUARY 28, 2025 REGULAR MEETING

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, the County Finance Director, and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.

NAYS: Commissioners None.

ABSTAIN: Commissioners None.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

The motion to adopt the resolution carried via unanimous roll call vote.

JANUARY 28, 2025 REGULAR MEETING

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “**County**”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on January 28, 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Barb Byrum, Clerk

County of Ingham

Date: _____, 2025

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE CONTRACT WITH GABRIEL, ROEDER, SMITH & COMPANY
TO CONDUCT AN ACTUARY EVALUATION OF THE RETIREE HEALTH CARE PLAN AND
PROVIDE ANNUAL GASB REPORTS**

RESOLUTION #25 – 016

WHEREAS, the County of Ingham is required to have an actuarial evaluation performed on the Retiree Health Care Plan as of December 31, 2023; and

WHEREAS, the previous actuarial evaluation was completed as of December 31, 2021; and

WHEREAS, Governmental Accounting Standards Boards (GASBs) 74 and 75 require certain actuarial data be provided in each annual audit for the years ending December 31, 2024 and December 31, 2025; and

WHEREAS, the fee for the actuarial valuation as of December 31, 2023 is \$26,500 and the fees for the GASB reports are \$14,000 for the year ending December 31, 2024 and \$14,000 for the year ending December 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract with Gabriel, Roeder, Smith & Company in an amount not to exceed \$26,500 to conduct an actuary evaluation as of December 31, 2023 and for an amount not to exceed \$14,000 per year, provide GASB reports as of December 31, 2024 and December 31, 2025 for the Retiree Health Care Plan.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget 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 after review and approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE REPLACEMENT OF UPS BATTERIES AT THE MASON
HISTORICAL COURTHOUSE**

RESOLUTION #25 – 017

WHEREAS, the current Uninterruptible Power Supply (UPS) battery systems at the Mason Historical Courthouse require replacement to ensure continued operational reliability and support; and

WHEREAS, Vertiv Corporation has provided a proposal (CPQ-758213-1) to replace 48 HX205 batteries, including installation, testing, and recycling services, as outlined in their scope of work; and

WHEREAS, the scope of work includes proper disposal of old batteries in accordance with Environmental Protection Agency (EPA) guidelines and commissioning to ensure the system meets manufacturer specifications; and

WHEREAS, the work will be performed during normal business hours to reduce costs; and

WHEREAS, this project will be completed under a cooperative contract through MI Deals, which meets purchasing policy requirements and eliminates the need for additional competitive quotes; and

WHEREAS, the total cost for this project is \$15,829.07, with funding available in account number #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Vertiv Corporation for the replacement of UPS batteries at the Mason Historical Courthouse, in an amount not to exceed \$15,829.07.

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

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A FIVE-YEAR CONTRACT EXTENSION WITH EC AMERICA
INC. FOR PROJECT MANAGEMENT SOFTWARE**

RESOLUTION #25 – 018

WHEREAS, the current contract for project management software with EC America Inc. is set to expire on March 8, 2025; and

WHEREAS, the project management software has proven to be an essential tool for streamlining project workflows, consolidating operations, and improving overall efficiency within the Facilities Department; and

WHEREAS, under the Memo of Understanding, Community Mental Health will continue to utilize this software under Ingham County's license and will reimburse the County 50% of the total cost, thereby reducing the County's expenses; and

WHEREAS, the proposed five-year contract extension would ensure continuity of operations while avoiding disruption and the higher costs associated with replacing and implementing new software solutions; and

WHEREAS, EC America Inc. has provided a quote for a five-year contract extension, effective from March 9, 2025, through March 8, 2030, for a total contract value of \$63,634.60, with the following pricing structure:

- Base Year (2025-2026): \$12,726.92
- Option Year 1 (2026-2027): \$12,726.92
- Option Year 2 (2027-2028): \$12,726.92
- Option Year 3 (2028-2029): \$12,726.92
- Option Year 4 (2029-2030): \$12,726.92; and

WHEREAS, with the 50% reimbursement from Community Mental Health, the County's actual cost will be \$6,363.46 annually, totaling \$31,817.30 over the five-year term; and

WHEREAS, funds are available in the maintenance contractual line item 931100 to cover the County's share of the cost.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a five-year contract extension with EC America Inc., 8444 Westpark Drive, Suite 200, McLean, VA 22102, for project management software, effective March 9, 2025, through March 8, 2030, for an amount not to exceed \$63,634.60 over the contract period, with 50% reimbursement from Community Mental Health per the Memo of Understanding.

JANUARY 28, 2025 REGULAR MEETING

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

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH TRANE U.S. INC. FOR
CHILLERS AT MULTIPLE COUNTY FACILITIES**

RESOLUTION #25 – 019

WHEREAS, the chillers at the Human Services Building, Youth Center, Potter Park Zoo, Animal Control, and Hilliard Building are essential for ensuring efficient operation and comfortable building temperatures for staff and the public; and

WHEREAS, the proposed service agreement with Trane U.S. Inc., who is on the Omnia co-operative agreement and therefore exempt from the requirement of obtaining three quotes per the Ingham County Purchasing Policy, will cover the maintenance of these chillers; and

WHEREAS, this agreement will provide routine maintenance and operational inspections, preventing failures and ensuring reliable operation; and

WHEREAS, Trane U.S. Inc. has submitted a proposal of \$78,896 for a three-year term covering maintenance and inspections; and

WHEREAS, funds are available in the maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a service agreement with Trane U.S. Inc. for the maintenance of chillers at the Human Services Building, Youth Center, Potter Park Zoo, Animal Control, and Hilliard Building for a three-year term at a total cost of \$78,896.

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE MODULAR OFFICE SYSTEMS FURNITURE INSTALLATION –
HILLIARD BUILDING SUITE 202**

RESOLUTION #25 – 020

WHEREAS, the Ingham County Facilities Department has identified the need to install modular office systems furniture in Suite 202 Hilliard building to create additional office space and enhance workspace functionality; and

WHEREAS, the proposed project includes the purchase, delivery, and installation of modular office systems furniture from Haworth c/o DBI under Contract #22000000043; and

WHEREAS, the total project cost is \$8,908.59, which includes furniture, design, and installation services as outlined in the proposal dated January 6, 2025; and

WHEREAS, electrical and data services will be coordinated by the Facilities Department to ensure a seamless installation process; and

WHEREAS, funds for this project are available in the Facilities Building Repair & Maintenance Operating fund, line item #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase and installation of modular office systems furniture for Suite 202 from Haworth c/o DBI for the total amount of \$8,908.59.

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

BE IT FURTHER RESOLVED, that the Facilities Department will oversee the installation process to ensure timely and efficient completion of the project.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR HOT MIX ASPHALTS FOR 2025

RESOLUTION #25 – 021

WHEREAS, the Road Department annually purchases approximately 50,000 tons of Hot Mix Asphalt for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #261-24) from experienced and qualified vendors for the purchase of Hot Mix Asphalt with a trucking option for the 2025 calendar year, receiving five bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the Hot Mix Asphalt; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for Hot Mix Asphalt with optional trucking:

Rieth-Riley Construction Co., Inc. – 2325 Kipp Road, Mason, MI 48854

Capital Asphalt LLC – 3888 S Canal Rd., Lansing, MI 48917

Michigan Paving & Materials Co. – 1600 N Elm St., Jackson, MI 49202.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a purchase order with Rieth-Riley Construction Co., Inc. located at 2325 Kipp Road, Mason, MI 48854, Capital Asphalt LLC located at 3888 S Canal Rd., Lansing, MI 48917 and Michigan Paving & Materials Co. located at 1600 N Elm St., Jackson, MI 49202 for Hot Mix Asphalt and optional trucking on an as-needed, unit price basis for a one-year period, at the rates detailed in the bid response to Invitation for Bid #261-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Rieth-Riley Construction Co., Inc., Capital Asphalt LLC and Michigan Paving & Materials Co. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICE AGREEMENTS FOR AS-NEEDED
PROFESSIONAL SURVEYOR SERVICES FOR 2025-2027**

RESOLUTION #25 – 022

WHEREAS, the Road Department occasionally requires surveying services for Road Department construction projects on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals (RFP #245-24) from Michigan Department of Transportation prequalified vendors to provide as-needed professional surveyor services for the 2025, 2026, and 2027 calendar years; and

WHEREAS, Road Department and Purchasing Department staff have reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective vendor who is able to provide the experience and expertise necessary for the specific project; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2025, 2026, and 2027 calendar years; and

WHEREAS, it is the recommendation of the Road Department to execute professional services agreements with the following:

Spalding DeDecker – 313 N. Capitol Ave, Suite 100, Lansing, MI 48933

Hubbell, Roth & Clark – 2101 Aurelius Road, Suite 2, Holt, MI 48842

Mannik & Smith Group – 2193 Association Drive, Suite 200, Okemos, MI 48864.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreements with Spalding DeDecker – 313 N. Capitol Ave, Suite 100, Lansing, MI 48933, Hubbell, Roth & Clark – 2101 Aurelius Road, Suite 2, Holt, MI 48842 and Mannik & Smith Group – 2193 Association Drive, Suite 200, Okemos, MI 48864 to provide the as-needed professional surveyor services for the 2025, 2026, and 2027 calendar years at rates not to exceed those stated in their proposals to RFP #245-24.

JANUARY 28, 2025 REGULAR MEETING

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 20**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR BULK FUEL DELIVERY FOR 2025

RESOLUTION #25 – 023

WHEREAS, the Road Department annually purchases approximately 180,000 gallons of fuel for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #260-24) from experienced and qualified vendors for the purchase of bulk fuel, including unleaded gasoline and diesel, with included delivery for the 2025 calendar year, receiving six bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the cost associated with the purchase of the bulk fuel with delivery; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for bulk fuel delivery of unleaded gasoline and diesel:

Coyne Oil Corp d/b/a Avery Oil & Propane - 402 North St., Mason, MI 48854

Corrigan Oil Co. - 775 N. Second, Brighton, MI 48116.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes a purchase order with Coyne Oil Corp d/b/a Avery Oil & Propane located at 402 North St., Mason, MI 48854 and Corrigan Oil Co. located at 775 N. Second, Brighton, MI 48116 for bulk fuel delivery on an as-needed, unit price basis for a one-year period, at the rates detailed in the bid response to Invitation for Bid #260-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Coyne Oil Corp d/b/a Avery Oil & Propane and Corrigan Oil Co. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 21**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS FOR AS-NEEDED
GUARDRAIL CONSTRUCTION SERVICES FOR 2025-2026**

RESOLUTION #25 – 024

WHEREAS, the Road Department occasionally requires the installation or repair of guardrail throughout the County on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals (RFP #244-24) from Michigan Department of Transportation prequalified vendors to provide as-needed guardrail construction services for the 2025 and 2026 calendar years, with the option to extend the term for the 2027 and 2028 calendar years, receiving two proposals; and

WHEREAS, Road Department and Purchasing Department staff have reviewed the proposals for adherence to County purchasing requirements, experience, expertise, proposed labor rates, and overall value to the County; and

WHEREAS, when retaining services for a specific project, the Road Department will strive to retain the most cost-effective vendor who is able to provide the experience and expertise necessary for the specific project; and

WHEREAS, the Road Department budget includes sufficient funds for this contract for the 2025 and 2026 calendar years; and

WHEREAS, it is the recommendation of the Road Department to execute professional services agreements with the following:

RMD Holdings, Ltd. d/b/a Nationwide Construction Group- 69951 Lowe Plank Road, Richmond, MI 48062

Action Traffic Maintenance, Inc.- 5182 South Saginaw Rd, Grand Blanc, MI 48507.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreements with RMD Holdings, Ltd. d/b/a Nationwide Construction Group, 69951 Lowe Plank Road, Richmond, MI 48062 and Action Traffic Maintenance, Inc., 5182 South Saginaw Rd, Grand Blanc, MI 48507, to provide the as-needed guardrail construction services for the 2025 and 2026 calendar years at rates not to exceed those stated in their proposals to RFP #244-24.

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.

JANUARY 28, 2025 REGULAR MEETING

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 22**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR EMULSIFIED ASPHALTS FOR 2025

RESOLUTION #25 – 025

WHEREAS, the Road Department annually purchases approximately 445,000 gallons of Emulsified Asphalt for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #262-24) from experienced and qualified vendors for the purchase of Emulsified Asphalt or the 2025 calendar year, receiving three bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the Emulsified Asphalt; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to accept bids from all three vendors; and

WHEREAS, the Road Department recommends a purchase order with Asphalt Materials, Inc. for CM-300, and Pug Mill Services; and

WHEREAS, the Road Department recommends a purchase order with Michigan Paving and Materials for Low Track Bond Coat, AE-90, and Fog Seal; and

WHEREAS, the Road Department recommends a purchase order with Bit-Mat Products of Michigan for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes the purchase of Emulsified Asphalts from the following:

Asphalt Materials, Inc. located at 940 N. Wynn Rd., Oregon, OH 43616 for CM-300 and Pug Mill Services.

Michigan Paving and Materials Co. located at PO Box 772212, Detroit, MI 48277-2212 for Low Track Bond Coat and AE-90, and Fog Seal

Bit-Mat Products of Michigan located at PO Box 428, Ashley, IN 46705 for Low Track Bond Coat, CRS-2M, AE-90, and Fog Seal

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #262-24.

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BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Asphalt Materials, Inc., Michigan Paving and Materials Co. and Bit-Mat Products of Michigan to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 23**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE RECLASSIFICATION REQUESTS FOR OPEIU FAMILY COURT,
ICEA PUBLIC HEALTH NURSES, MANAGERIAL & CONFIDENTIAL, UAW TECHNICAL,
OFFICE, PARA-PROFESSIONAL AND SERVICE, AND ICEA COUNTY PROFESSIONALS UNIT
EMPLOYEES**

RESOLUTION #25 – 026

WHEREAS, the OPEIU Family Court, ICEA Public Health Nurses, UAW Technical, Office, Para-Professional and Service, and ICEA County Professionals Unit collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual were effective January 1, 2022 through December 31, 2024; and

WHEREAS, these documents include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approval process for reclassification requests for employees in these groups for requests submitted during 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
140093	Family Treatment Court Coordinator	Move from OPEIU FDTC to OPEIU 6
601070	Senior Program Manager to Ryan White Services Program Manager	ICEA PHN 4 (Job Description Update)
601137	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601139	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601140	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601142	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601145	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601159	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601227	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601438	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601439	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601440	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601441	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601526	Public Health Nurse	Move from ICEA PHN 3 to ICEA PHN 5
601141	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601144	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601426	Nurse Supervisor	Move from ICEA PHN 5 to ICEA PHN 6
601512	Nurse Case Manager	Move from ICEA PHN 3 to ICEA PHN 4

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223002	Assistant to the Controller to Assistant to the Controller/Broadband Coordinator	Move from MC 5 to MC 7
223011	Environmental Sustainability Director	Move from MC 11 to MC 12
601215	Hearing & Vision Technician	Move from UAW D to UAW G
601216	Hearing & Vision Technician	Move from UAW D to UAW G
601217	Hearing & Vision Technician	Move from UAW D to UAW G
601219	Hearing & Vision Technician	Move from UAW D to UAW G
601152	Family Outreach & Support Services Supervisor	Move from ICEA Pro. 9 to ICEA Pro 10

<u>Position Title</u>	<u>2024 Current Grade, Step 5</u>	<u>2024 Proposed Grade, Step 5</u>	<u>Difference</u>
Family Treatment Ct. Coordinator	OPEIU FDTC: 61,785.62	OPEIU 6: 78,671.62	16,886.00
Ryan White Services Program Mgr.	ICEA PHN 4: 83,407.40	ICEA PHN 4: 83,407.40	0.00
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Public Health Nurse	ICEA PHN 3: 79,678.36	ICEA PHN 5: 87,119.20	7,440.84
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Supervisor	ICEA PHN 5: 87,119.20	ICEA PHN 6: 90,603.97	3,484.77
Nurse Case Manager	ICEA PHN 3: 79,678.36	ICEA PHN 4: 83,407.40	3,729.04
Asst. to the Controller/Broadband Coordinator	MC 5: 57,281.89	MC 7: 66,802.36	9,520.47
Environmental Sustainability Dir.	MC 11: 94,168.03	MC 12: 101,103.43	6,935.40
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Hearing & Vision Technician	UAW D: \$44,939.95	UAW G: 53,582.19	8,642.24
Family Outreach & Support Services Supervisor	ICEA Pro 9: 87,119.20	ICEA Pro 10: 94,090.34	6,971.14
TOTAL:			\$ 178,355.40

BE IT FURTHER RESOLVED, that these reclassifications are effective the first full pay period following the date of their submission to the Human Resources Department.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

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FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 24**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT SERVICE CONTRACT

RESOLUTION #25 – 027

WHEREAS, Lansing Economic Area Partnership Agreement (LEAP), of which Ingham County is a member, is widely recognized as the capitol region economic development coordinator; and

WHEREAS, LEAP contracted with Ingham County from 2018 through 2024 to provide economic development services, including but not limited to coordination of the Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, LEAP is able and willing to continue its role in promoting and administering economic development activities on behalf of Ingham County; and

WHEREAS, LEAP has the ability to provide staff services to the County Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, working directly with LEAP will assure coordination with regional economic development activities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby authorize the approval of an economic development service agreement with Lansing Economic Area Partnership (LEAP) in an amount not to exceed \$130,000 per year for a period of three years, beginning on January 1, 2025 and ending December 31, 2027.

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

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**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER SPECIAL PART-TIME ADMINISTRATIVE ASSISTANT POSITION
FROM THE FACILITIES DEPARTMENT TO THE CONTROLLER’S OFFICE**

RESOLUTION #25 – 028

WHEREAS, the Ingham County Commissioners passed Resolution #24-473, which approved the acceptance of \$857,909 from the Michigan High Speed Internet Office for a four-year HEART of the MITTEN project to promote digital equity; and

WHEREAS, the grant will provide funding for a 0.5 FTE for Year 1, 0.625 FTE for Year 2, and 0.75 FTE for Years 3 and 4; and

WHEREAS, Assistant to the Controller Rachel Prettenhofer, will staff the grant and the FTE funding will offset her existing salary each year of the grant in the amounts listed above; and

WHEREAS, additional administrative help will be required in the Controller’s Office to backfill work currently being completed by the Assistant to the Controller while that position is staffing the HEART of the MITTEN grant; and

WHEREAS, the Facilities Department currently has a vacant Special Part-Time Administrative Assistant position (position number 233039) that could be transferred to the Controller’s Office to provide administrative support during the term of the grant; and

WHEREAS, the existing budgeted funding for Position 233039 along with the salary savings generated through the FTE funding in the grant will make this position cost neutral.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of Special Part-Time Administrative Assistant Position 233039 to the Controller’s Office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the Position Allocation List.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 26**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF CONNECTIVITY FROM AT&T

RESOLUTION #25 – 029

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

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

WHEREAS, a connectivity solution from AT&T has been determined to meet all data connectivity needs while providing the best price for performance; and

WHEREAS, the Michigan Indigent Defense Commission (MIDC) 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 connectivity from AT&T in an amount not to exceed \$80,000 for 36 months.

BE IT FURTHER RESOLVED, that 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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 27**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**2025 BORROWING RESOLUTION
(2024 DELINQUENT TAXES)**

RESOLUTION #25 – 030

A regular meeting of the Board of Commissioners of the County of Ingham, Michigan (the “County”), was held in Mason, Michigan, on January 28, 2025. The following Commissioners were

PRESENT: Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.

ABSENT: None.

The resolution set forth below was offered by Commissioner Morgan and supported by Commissioner Tennis.

**2025 BORROWING RESOLUTION
(2024 DELINQUENT TAXES)**

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the “Treasurer”); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and

WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

WHEREAS, the County Board of Commissioners (the “Board”) has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the “Revolving Fund Program”), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended (“Act 206”); and

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WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 ("local units"); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2024 to the County and the local units (collectively, the "taxing units") which will have remained unpaid on March 1, 2025 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of Notes (or after such prior series of Notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the Notes authorized hereunder are issued (the "Delinquent Taxes"); and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2025 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED:

I. GENERAL PROVISIONS

101. Establishment of 2025 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2025 Delinquent Tax Revolving Fund (the "Revolving Fund") as a separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.

102. Issuance of Notes. The County shall issue its General Obligation Limited Tax Notes, Series 2025 in one or more series (the "Notes" or "Note"), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.

103. Aggregate Amount of Notes.

(a) The Notes shall be issued in an aggregate amount to be determined in accordance with this Section by the Treasurer.

(b) The aggregate amount of the Notes shall not be less than the amount by which the actual or estimated Delinquent Taxes exceeds (i) the County's participating share of Delinquent Taxes, and (ii) any sums otherwise available to fund the Tax Payment Account established under Section 702 (including any monies held in respect of Section 704(c)).

(c) The aggregate amount of the Notes shall not be greater than the sum of (i) the actual amount of the Delinquent Taxes pledged to the payment of debt service on the Notes, plus (ii) the amount determined by the Treasurer to be allocated to a reserve fund. Original proceeds of the Notes devoted to a reserve fund shall not

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exceed the lesser of (A) the amount reasonably required for those of the Notes secured by the reserve fund, (B) 10% of the proceeds of such Notes, (C) the maximum amount of annual debt service on such Notes, or (D) 125% of average annual debt service on such Notes.

(d) The aggregate amount of the Notes shall be designated by the Treasurer by written order after (i) the amount of the Delinquent Taxes, or the amount of Delinquent Taxes to be funded by the issuance of the Notes, has been estimated or determined, and (ii) the amount of the reasonably required reserve fund has been calculated. Delinquent Taxes shall be estimated based on delinquencies experienced during the past three fiscal years and on demographic and economic data relevant to the current tax year, and shall be determined based on certification from each of the taxing units. The amount of the reasonably required reserve fund shall be calculated pursuant to such analyses and certificates as the Treasurer may request.

104. Proceeds. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated to occur to allow distribution of the proceeds of the Notes within 20 days after the date of issue, the proceeds of the Notes shall be deposited in the County's 2025 Delinquent Tax Project Account and thereafter used to fund the whole or a part of the County's 2025 Tax Payment Account, 2025 Notes Reserve Account and/or 2025 Note Payment Account, subject to and in accordance with Article VII. If the Notes are issued and sold on or after such time, the proceeds of the Notes shall be deposited directly into the County's 2025 Tax Payment Account, 2025 Notes Reserve Account and/or 2025 Note Payment Account, as provided in Article VII.

105. Treasurer's Order Authorizing Notes and Establishing Delinquent Taxes. At or prior to the time any Note is issued pursuant to this resolution, the Treasurer, as authorized by Act 206, may issue a written order specifying the amount and character of the Delinquent Taxes, the Article or Articles under which the Notes are being issued and any other matters subject to the Treasurer's control under either this resolution or Act 206.

II. FIXED MATURITY NOTES

201. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article II. All reference to "Notes" in Article II refers only to Notes issued pursuant to Article II, unless otherwise specified.

202. Date. The Notes shall be dated as of the date of issue or as of such earlier date specified by written order of the Treasurer.

203. Maturity and Amounts. Notes issued pursuant to this Article II shall be structured in accordance with subsections (a) or (b) below as determined by the Treasurer pursuant to written order.

(a) The first maturity of the Notes or of a series of the Notes shall be determined by the Treasurer pursuant to written order, but shall not be later than three years after the date of issue. Later maturities of the Notes shall be on the first anniversary of the preceding maturity or on such earlier date as the Treasurer may specify by written order. The Notes shall be structured with the number of maturities determined by the Treasurer to be necessary or appropriate, and the last maturity shall be scheduled for no later than the sixth anniversary of the date of issue. The amount of each maturity or of any mandatory or optional call date shall be set by the Treasurer when the amount of Delinquent Taxes is determined by the Treasurer or when a reliable estimate of the Delinquent Taxes is available to the Treasurer. In determining the exact amount of each maturity or of any

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mandatory or optional call date the Treasurer shall consider the schedule of delinquent tax collections prepared for the tax years ending December 31, 2024, or ending any other years and the corollary schedule setting forth the anticipated rate of collection of those Delinquent Taxes which are pledged to the repayment of the Notes. The amount of each maturity and the scheduled maturity dates of the Notes shall be established to take into account the dates on which the Treasurer reasonably anticipates the collection of such Delinquent Taxes and shall allow for no more than a 15% variance between the debt service payable on each maturity date, the Notes, and the anticipated amount of pledged monies available on such maturity date to make payment of such debt service.

(b) Alternatively, the Notes or a series of the Notes may be structured with a single stated maturity falling not later than the fourth anniversary of the date of issue. The Notes issued under this subsection (b) shall be subject to redemption on such terms consistent with the applicable parts of subsection (a) of this section and with Section 209 as shall be ordered by the Treasurer, but in no event shall such Notes be subject to redemption less frequently than annually.

204. Interest Rate and Date of Record.

(a) Except as otherwise provided in this paragraph, the Notes issued pursuant to subsection (a) of Section 203 shall bear interest payable semi-annually, with the first interest payment to be payable (i) on the first date, after issuance, corresponding to the day and month on which the maturity of such Notes falls, or (ii) if the Treasurer so orders, six months before such date. In the event (i) any maturity of the Notes arises either less than six months before the succeeding maturity date or less than six months after the preceding maturity date and (ii) the Treasurer so orders in writing, interest on the Notes shall be payable on such succeeding or preceding maturity date. Subject to the following sentence, the Notes issued pursuant to subsection (b) of Section 203 shall, pursuant to written order of the Treasurer, bear interest monthly, quarterly, or semiannually, as provided by written order of the Treasurer. If the Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant to written order of the Treasurer, bear interest weekly, monthly, quarterly or on any put date, or any combination of the foregoing, as provided by written order of the Treasurer.

(b) Interest shall not exceed the maximum rate permitted by law.

(c) Interest shall be mailed by first class mail to the registered owner of each Notes as of the applicable date of record, provided, however, that the Treasurer may agree with the Registrar (as defined below) on a different method of payment.

(d) Subject to Section 403 in the case of variable rate Notes, the date of record shall be not fewer than 14 nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

205. Note Form. The form of Note shall be consistent with the provisions of this Resolution and shall reflect all material terms of the Notes. Unless the Treasurer shall by written order specify the contrary, the Notes shall be issued in fully registered form both as to principal and interest, registrable upon the books of a Note Registrar (the "Registrar") to be named by the Treasurer. If the Notes are issued in bearer form the Treasurer shall appoint a paying agent (the "Paying Agent"). (The Registrar or Paying Agent so named may be any bank or trust company or other entity, including the County Treasurer, offering the necessary services pertaining to the registration and transfer of negotiable securities.)

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206. Denominations and Numbers. The Notes shall be issued in one or more denomination or denominations of \$1,000 each or any integral multiple of \$1,000 in excess of \$1,000, as determined by the Treasurer. Notwithstanding the foregoing, however, in the event the Notes are deposited under a book entry depository trust arrangement pursuant to Section 208, the Notes may, if required by the depository trustee, be issued in denominations of \$5,000 each or any integral multiple of \$5,000. The Notes shall be numbered from one upwards, regardless of maturity, in such order as the Registrar shall determine.

207. Transfer or Exchange of Notes.

(a) Notes issued in registered form shall be transferable on a Note register maintained with respect to the Notes upon surrender of the transferred Notes, together with an assignment executed by the registered owner or his or her duly authorized attorney-in-fact in form satisfactory to the Registrar. Upon receipt of a properly assigned Note, the Registrar shall authenticate and deliver a new Note or Notes in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

(b) The Notes may likewise be exchanged for one or more other Notes with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the Note or Notes being exchanged, upon surrender of the Note or Notes and the submission of written instructions to the Registrar or, in the case of bearer Notes, to the Paying Agent. Upon receipt of a Note with proper written instructions the Registrar or Paying Agent shall authenticate and deliver a new Note or Notes to the owner thereof or to the owner's attorney-in-fact.

(c) Any service charge made by the Registrar or Paying Agent for any such registration, transfer or exchange shall be paid for by the County as an expense of borrowing, unless otherwise agreed by the Treasurer and the Registrar or Paying Agent. The Registrar or Paying Agent may, however, require payment by a Noteholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

208. Book Entry Depository Trust. At the option of the Treasurer, and notwithstanding any contrary provision of Section 212, the Notes may be deposited, in whole or in part, with a depository trustee designated by the Treasurer who shall transfer ownership of interests in the Notes by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Notes. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Treasurer after consultation with the depository trustee. The Treasurer is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Treasurer shall deem appropriate and not otherwise prohibited by the terms of this Resolution. The depository trustee may be the same as the Registrar otherwise named by the Treasurer, and the Notes may be transferred in part by depository trust and in part by transfer of physical certificates as the Treasurer may determine.

209. Redemption.

(a) Subject to the authority granted the Treasurer pursuant to subsection (c) of this Section (in the case of fixed rate Notes) and to the authority granted the Treasurer pursuant to Section 404 (in the case of variable rate Notes), the Notes or any maturity or maturities of the Notes shall be subject to redemption prior to maturity on the terms set forth in subsection (b) below.

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(b) Notes scheduled to mature after the first date on which any Notes of the series are scheduled to mature shall be subject to redemption, in inverse order of maturity, on each interest payment date arising after the date of issue.

(c) If the Treasurer shall determine such action necessary to enhance the marketability of the Notes or to reduce the interest rate to be offered by prospective purchasers on any maturity of the Notes, the Treasurer may, by written order prior to the issuance of such Notes, (i) designate some or all of the Notes as non-callable, regardless of their maturity date, and/or (ii) delay the first date on which the redemption of callable Notes would otherwise be authorized under subsection (b) above.

(d) Notes of any maturity subject to redemption may be redeemed before their scheduled maturity date, in whole or in part, on any permitted redemption date or dates, subject to the written order of the Treasurer. The Notes called for redemption shall be redeemed at par, plus accrued interest to the redemption date, plus, if the Treasurer so orders, a premium of not more than 1%. Redemption may be made by lot or pro rata, as shall be determined by the Treasurer.

(e) With respect to partial redemptions, any portion of a Note outstanding in a denomination larger than the minimum authorized denomination may be redeemed, provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event less than the entire principal amount of a Note is called for redemption, the Registrar or Paying Agent shall, upon surrender of the Note by the owner thereof, authenticate and deliver to the owner a new Note in the principal amount of the principal portion not redeemed.

(f) Notice of redemption shall be by first class mail 30 days prior to the date fixed for redemption, or such shorter time prior to the date fixed for redemption as may be consented to by the holders of all outstanding Notes to be called for redemption. Such notice shall fix the date of record with respect to the redemption if different than otherwise provided in this Resolution. Any defect in any notice shall not affect the validity of the redemption proceedings. Notes so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with a paying agent to redeem the same.

210. Discount. At the option of the Treasurer, the Notes may be offered for sale at a discount not to exceed 2%.

211. Public or Private Sale. The Treasurer may, at the Treasurer's option, conduct a public or private sale of the Notes. After a Public sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of a Public sale shall be as specified in a published Notice of Sale prepared by the Treasurer announcing the principal terms of the Notes and the offering. Alternatively, the Treasurer may, at the Treasurer's option, negotiate a private sale of the Notes as provided in Act 206. If required by law, or if otherwise determined by the Treasurer to be in the best interest of the County, (a) the Notes shall be rated by a national rating agency selected by the Treasurer, (b) a good faith deposit shall be required of the winning bidder, and/or (c) CUSIP numbers shall be assigned to the Notes. If a public sale is conducted or if otherwise required by law or the purchaser of the Notes, the Treasurer shall prepare or cause to be prepared and disseminated an offering memorandum or official statement containing all material terms of the offer and sale of the Notes. Pursuant to any sale of the Notes, the County shall make such filings, shall solicit such information and shall obtain such governmental approvals as shall be required pursuant to any state or federal law respecting back-up income tax withholding, securities regulation, original issue discount or other regulated matter.

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212. Execution and Delivery. The Treasurer is authorized and directed to execute the Notes on behalf of the County by manual or facsimile signature, provided that if the facsimile signature is used the Notes shall be authenticated by the Registrar or any tender agent as may be appointed pursuant to Section 801(c). The Notes shall be sealed with the County seal or imprinted with a facsimile of such seal. The Treasurer is authorized and directed to then deliver the Notes to the purchaser thereof upon receipt of the purchase price. The Notes shall be delivered at the expense of the County in such city or cities as may be designated by the Treasurer.

213. Renewal, Refunding or Advance Refunding Notes. If at any time it appears to be in the best interests of the County, the Treasurer, by written order, may authorize the issuance of renewal, refunding or advance refunding Notes. The terms of such Notes, and the procedures incidental to their issuance, shall be set subject to Section 309 and, in appropriate cases, Article X.

III. SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article III. All references to “Notes” in Article III refer only to Notes issued pursuant to Article III, unless otherwise specified.

302. Date and Maturity. The Notes shall be dated as of their date of issuance or any prior date selected by the Treasurer, and each issuance thereof shall mature on such date not exceeding three years from the date of their issuance as may be specified by written order of the Treasurer.

303. Interest and Date of Record. The Notes shall bear interest payable monthly, quarterly, or semi-annually and at maturity at such rate or rates as may be determined by the Treasurer not exceeding the maximum rate of interest permitted by law on the date the Notes are issued. The date of record shall be not fewer than two nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

304. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. The Notes shall, in the discretion of the Treasurer and consistent with Section 205, either be payable to bearer or be issued in registered form. If issued in registered form, the Notes may be constituted as book-entry securities consistent with Section 208, notwithstanding any contrary provision of Section 308.

305. Denomination and Numbers. The Notes shall be issued in one or more denomination or denominations, as determined by the Treasurer. The Notes shall be numbered from one upwards in such order as the Treasurer determines.

306. Redemption. The authority and obligations of the Treasurer set forth in subsections (b) and (c) of Section 209 (in the case of fixed rate Notes), or Section 404 (in the case of variable rate Notes), as the case may be, shall apply also to the Notes issued under Article III.

307. Sale of Notes. The authority and obligations of the Treasurer set forth in Sections 210 and 211 respecting Fixed Maturity Notes shall apply also to the Notes issued under Article III.

308. Execution and Delivery. The authority and obligations of the Treasurer set forth in Section 212 respecting Fixed Maturity Notes shall also apply to the Notes issued under Article III.

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309. Renewal or Refunding Notes.

(a) The Treasurer may by written order authorize the issuance of renewal or refunding Notes (collectively the “Renewal Notes”). Renewal Notes shall be sold on the maturity date of, and the proceeds applied to the payment of debt service on, the Notes to be renewed. The maturities and repayment terms of the Renewal Notes shall be set by written order of the Treasurer.

(b) In the order authorizing Renewal Notes, the Treasurer shall specify whether the Notes shall be issued in accordance with this Article III, in which event the provisions of Article III shall govern the issuance of the Notes, or whether the Notes shall be issued in accordance with Article II, in which event the provisions of Article II shall govern the issuance of the Notes. The order shall also provide for and shall also govern with respect to:

- (i) the aggregate amount of the Renewal Notes;
- (ii) the date of the Renewal Notes;
- (iii) the denominations of the Renewal Notes;
- (iv) the interest payment dates of the Renewal Notes;
- (v) the maturity or maturities of the Renewal Notes;
- (vi) the terms of sale of the Renewal Notes;

(vii) whether any Renewal Notes issued in accordance with Article II shall be subject to redemption and, if so, the terms thereof; and

(viii) any other terms of the Renewal Notes consistent with, but not specified in, Article II or Article III.

(c) Regardless of whether Renewal Notes need be approved by prior order of the Department of Treasury, the Treasurer, pursuant to Section 89(5)(d) of Act 206, shall promptly report to the Department of Treasury the issuance of any Renewal Notes.

IV. VARIABLE INTEREST RATE

401. Variable Rate Option. At the option of the Treasurer, exercisable by written order, the Notes, whether issued pursuant to Article II or Article III, may be issued with a variable interest rate, provided that the rate shall not exceed the maximum rate of interest permitted by law.

402. Determination of Rate. The order of the Treasurer shall provide how often the variable interest rate shall be subject to recalculation, the formula or procedure for determining the variable interest rate, whether and on what terms the rate shall be determined by a remarketing agent in the case of demand obligations consistent with Section 801(d), and whether and on what terms a fixed rate of interest may be converted to or from a variable rate of interest. Such formula or procedure shall be as determined by the Treasurer, but shall track or float within a specified percentage band around the rates generated by any one or more of the following indices:

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- (i) Publicly reported prices or yields of obligations of the United States of America;
- (ii) An index of municipal obligations periodically reported by a nationally recognized source;
- (iii) The prime lending rate from time to time set by any bank or trust company in the United States with unimpaired capital and surplus exceeding \$40,000,000;
- (iv) Any other rate or index that may be designated by order of the Treasurer provided such rate or index is set or reported by a source which is independent of and not controlled by the Treasurer or the County.

The procedure for determining the variable rate may involve one or more of the above indices as alternatives or may involve the setting of the rate by a municipal bond specialist provided such rate shall be within a stated percentage range of one or more of the indices set forth above.

403. Date of Record. The Date of Record shall be not fewer than one nor more than 31 days before the date of payment, as designated by written order of the Treasurer.

404. Redemption. Notwithstanding any contrary provision of subsections (b) and (c) of Section 209, but subject to the last sentence of this Section 404, Notes bearing interest at a variable rate may be subject to redemption by the County and/or put by the holder at any time or times and in any order, as may be determined pursuant to written order of the Treasurer. Notes shall not be subject to redemption more frequently than monthly.

405. Remarketing, Repurchase and Resale.

(a) In the event the Notes issued under this Article IV are constituted as a demand obligation, the interest rate on the Notes shall be governed by, and/or shall be subject to, remarketing by a remarketing agent appointed in accordance with Section 801(c), under the terms of a put agreement employed in accordance with Section 801(d).

(b) The County shall be authorized, consistent with Act 206 and pursuant to order of the Treasurer, to participate in the repurchase and resale of the Notes in order to reduce the cost of, or increase the revenue, attendant to the establishment of the Revolving Fund and the issuance and discharge of the Notes. Any purchase of the Notes pursuant to this subsection (b) shall be made with unpledged monies drawn from revolving funds established by the County in connection with retired general obligation limited tax notes.

V. MULTIPLE SERIES

501. Issuance of Multiple Series. At the option of the Treasurer, exercisable by written order, the Note or Notes issued under Article II, Article III or Article X may be issued in two or more individually designated series. Each series shall bear its own rate of interest, which may be fixed or variable in accordance with Article IV. Various series need not be issued at the same time and may be issued from time to time in the discretion of the Treasurer exercisable by written order. In determining the dates of issuance of the respective series, the Treasurer shall consider, among other pertinent factors, the impact the dates selected may have on the marketability, rating and/or qualification for credit support or liquidity support for, or insurance of, the Note or Notes. The Note of each such series shall be issued according to this Resolution in all respects (and the term “Note” or “Notes” shall be deemed to include each series of Notes throughout this Resolution), provided that:

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(a) The aggregate principal amount of the Notes of all series shall not exceed the maximum aggregate amount permitted under Section 103;

(b) Each series shall be issued pursuant to Article II or Article III, and different series may be issued pursuant to different Articles;

(c) Each series shall be issued pursuant to Section 502 or Section 503, and different series may be issued pursuant to different Sections;

(d) A series may be issued under Article II for one or more of the annual maturities set forth in Article II with the balance of the annual maturities being issued under Article II or under Article III in one or more other series, provided that the minimum annual maturities set forth in Section 203 shall be reduced and applied pro rata to all Notes so issued; and

(e) The Notes of all series issued pursuant to Article II above shall not, in aggregate, mature in amounts or on dates exceeding the maximum authorized maturities set forth in Section 203.

502. Series Secured Pari Passu. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be secured *pari passu* with the other by the security described in and the amounts pledged by Article VII below. Moreover, such security may, pursuant to further written order of the Treasurer, be segregated in accordance with the following provisions.

(a) The Treasurer may by written order establish separate sub-accounts in the County's 2025 Note Reserve Account for each series of Notes, into which shall be deposited the amount borrowed for the Note Reserve Account for each such series.

(b) The Treasurer may by written order establish separate sub-accounts in the County's 2025 Note Payment Account for each series of Notes, and all amounts deposited in the Note Payment Account shall be allocated to the sub-accounts.

(c)(i) In the event separate sub-accounts are established pursuant to subsection (b) above, and subject to Paragraph (ii) below, the percentage of deposits to the County's 2025 Note Payment Account allocated to each sub-account may be set equal to the percentage that Notes issued in the corresponding series bears to all Notes issued under this Resolution or to any other percentage designated by the Treasurer pursuant to written order; provided that if the various series are issued at different times or if the various series are structured with different maturity dates, (I) sums deposited in the Note Payment Account prior to the issuance of one or more series may upon the issuance of each such series be reallocated among the various sub-accounts established under Subsection (b) above to achieve a balance among the sub-accounts proportionate to the designated percentage allocation, and/or (II) deposits to the Note Payment Account may be allocated among the sub-accounts according to the total amount of debt service that will actually be paid from the respective sub-accounts.

(ii) Alternatively, the Treasurer may, by written order, rank the sub-accounts established under Subsection (b) above in order of priority, and specify that each such sub-account shall receive deposits only after all sub-accounts having a higher priority have received deposits sufficient to discharge all (or any specified percentage of) Notes whose series corresponds to any of the sub-accounts having priority.

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(d) In the absence of a written order of the Treasurer to the contrary, the amounts in each sub-account established pursuant to this Section 502 shall secure only the Notes issued in the series for which such sub-account was established, until such Notes and interest on such Notes are paid in full, after which the amounts in such sub-account may, pursuant to written order of the Treasurer, be added pro rata to the amounts in the other sub-accounts and thereafter used as part of such other sub-accounts to secure all Notes and interest on such Notes for which such other sub-accounts were created, until paid in full. Alternatively, amounts held in two or more sub-accounts within either the Note Reserve Account or the Note Payment Account may be commingled, and if commingled shall be held *pari passu* for the benefit of the holders of each series of Notes pertaining to the relevant sub-accounts.

503. Series Independently Secured. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be independently secured in accordance with this Section 503.

(a) Each series of Notes shall pertain to one or more taxing units, as designated by the Treasurer pursuant to written order, and no two series of Notes shall pertain to the same taxing unit. A school district, intermediate school district, or community college district extending beyond the boundaries of a city in which it is located may, pursuant to written order of the Treasurer, be subdivided along the boundaries of one or more cities and each such subdivision shall be deemed a taxing unit for purposes of this Section 503.

(b) Separate sub-accounts shall be established in the County's 2025 Tax Payment Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account to only those taxing units designated as being in that series.

(c) In the event Notes are issued for deposit into the Project Account established under Section 701, separate sub-accounts shall be established in the Project Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account only to accounts, sub-accounts and/or taxing units designated as being in the series corresponding to the sub-account from which disbursement is being made.

(d) A separate sub-account shall be established in the County's 2025 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the Treasurer under Section 103 or Section 703 with respect to the series. Each sub-account shall secure one and only one series.

(e) A separate sub-account shall be established in the County's 2025 Note Payment Account for each series of Notes. Each sub-account shall be allocated only those amounts described in Section 704 which pertain to the taxing units included in the series corresponding to the sub-account. Chargebacks received from a taxing unit pursuant to Section 905 shall be deposited in the sub-account corresponding to the series in which the taxing unit is included. Amounts held in each sub-account shall secure the debt represented by only those Notes included in the series corresponding to the sub-account, and disbursements from each sub-account may be applied toward the payment of only those Notes included in the series corresponding to the sub-account.

(f) The amounts in each sub-account established pursuant to this Section 503 shall secure only the Notes issued in the series for which such sub-account was established until such Notes and interest on such Notes are paid in full, after which any amounts remaining in such sub-account shall accrue to the County and shall no longer be pledged toward payment of the Notes.

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VI. TAXABILITY OF INTEREST

601. Federal Tax. The County acknowledges that the current state of Federal law mandates that the Notes be structured as taxable obligations. Consequently, the Notes shall, subject to Article X, be issued as obligations the interest on which is not excluded from gross income for purposes of Federal income tax.

602. State of Michigan Tax. Consistent with the treatment accorded all obligations issued pursuant to Act 206, interest on the Notes shall be exempt from the imposition of the State of Michigan income tax and the State of Michigan single business tax, and the Notes shall not be subject to the State of Michigan intangibles tax.

603. Change in Federal Tax Status. In the event there is a change in the Federal tax law or regulations, a ruling by the U.S. Department of Treasury or Internal Revenue Service establishes that the Notes may be issued as exempt from Federal income taxes or a change in Michigan law causes the Notes in the opinion of counsel to be exempt from federal income taxes, the Notes may be so issued.

VII. FUNDS AND SECURITY

701. Delinquent Tax Project Account. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2025 Delinquent Tax Project Account (the "Project Account") shall be established by the Treasurer as a separate and distinct fund of the County within its general fund. The Project Account shall receive all proceeds from the sale of the Notes, including any premium or accrued interest received at the time of sale. The Project Account shall be held in trust by an escrow agent until the monies therein are disbursed in accordance with this Article VII. The escrow agent shall be a commercial bank, shall be located in Michigan, shall have authority to exercise trust powers, and shall have a net worth in excess of \$25,000,000. The form and content of the agreement between the County and the escrow agent shall be approved by the Treasurer. Subject to the following sentence, monies deposited in the Project Account shall be expended only (i) for the purpose of funding the Tax Payment Account established under Section 702 and (ii) to the extent permitted by Act 206, for the purpose of paying the expenses of the offering of the Notes. In the event the Treasurer by written order so directs, additional funding of the Project Account may be undertaken, and any surplus proceeds remaining in the Project Account after the Treasurer has completed the funding of the Tax Payment Account may be transferred to either the 2025 Note Reserve Account created under Section 703 or the 2025 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2025 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. 2025 Tax Payment Account. The County's 2025 Tax Payment Account (the "Tax Payment Account") is hereby established as a distinct account within the Revolving Fund. The Treasurer shall designate all or a portion of the proceeds of the Notes, not to exceed the amount of Delinquent Taxes, for deposit in the Tax Payment Account. If, however, the proceeds of the Notes are initially deposited in the Project Account pursuant to Section 701, the Treasurer is instead authorized and directed to transfer monies included in the Project Account in accordance with the procedures set forth in Section 701. The County shall apply the monies in the Tax Payment Account to the payment of the Delinquent Taxes or expenses of the borrowing in accordance with Act 206. The allocation of monies from the Tax Payment Account may be made pursuant to a single, comprehensive disbursement or may instead be made from time to time, within the time constraints of Act 206, to particular

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taxing units as monies are paid into the Tax Payment Account, such that the source of the monies (whether from the County's own funds, from the proceeds of a tax exempt borrowing or from the proceeds of a taxable borrowing) may be traced to the particular taxing unit receiving the funds. Moreover, and regardless of whether multiple series of Notes are issued, the Tax Payment Account may be divided into separate sub-accounts in order to allow the Treasurer to designate which taxing units shall receive borrowed funds and which shall receive funds otherwise contributed by the County.

703. 2025 Note Reserve Account. In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2025 Note Reserve Account (the "Note Reserve Account") as a distinct account within the Revolving Fund. After depositing all of the monies to fund the Tax Payment Account pursuant to Section 702, the Treasurer shall next transfer to the Note Reserve Account, either from the Project Account or directly from the proceeds of Notes, any proceeds remaining from the initial issuance of the Notes. In addition, the Treasurer may transfer unpledged monies from other County sources to the Note Reserve Account in an amount which, when added to any other amounts to be deposited in the Note Reserve Account, does not exceed the amount reasonably required for the Notes secured by the Reserve Account or, if less, 20% of the total amount of the Notes secured by the Reserve Account. Except as provided below, all monies in the Note Reserve Account shall be used solely for payment of principal of, premium, if any, and interest on the Notes to the extent that monies required for such payment are not available in the County's 2025 Note Payment Account. Monies in the Note Reserve Account shall be withdrawn first for payment of principal of, premium, if any, and interest on the Notes before County general funds are used to make the payments. All income or interest earned by, or increment to, the Note Reserve Account due to its investment or reinvestment shall be deposited in the Note Reserve Account. When the Note Reserve Account is sufficient to retire the Notes and accrued interest thereon, the Treasurer may order that the Note Reserve Account be used to purchase the Notes on the market, or, if the Notes are not available, to retire the Notes when due. If so ordered by the Treasurer, all or any specified portion of the Note Reserve Account may be applied toward the redemption of any Notes designated for redemption in accordance with Section 209.

704. 2025 Note Payment Account.

(a) The County's 2025 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2025 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2025 Note Payment Account, is herein referred to as the "Note Payment Account".) The Treasurer is directed to deposit into the Note Payment Account, promptly on receipt, those amounts described below in Paragraphs (i), (ii), (iv), and (v) that are not excluded pursuant to Subsection (c) below. Furthermore, the Treasurer may, by written order, deposit into the Note Payment Account all or any portion of the amounts described below in Paragraph (iii).

(i) All Delinquent Taxes.

(ii) All statutory interest on the Delinquent Taxes.

(iii) All property tax administration fees on the Delinquent Taxes, net of any amounts applied toward the expenses of this borrowing.

(iv) Any amounts which are received by the Treasurer from the taxing units within the County because of the uncollectability of the Delinquent Taxes.

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(v) Any amounts remaining in the Project Account after the transfers to the Tax Payment Account and Note Reserve Account have been made as specified in Sections 702 and 703.

(b) Monies in the Note Payment Account shall be used by the County to pay principal of, premium, if any, and interest on the Notes as the same become due and payable.

(c)(i) The Treasurer may by written order provide that only a portion of the sums described above in Subsection (a) shall be deposited into the Note Payment Account and applied toward the payment of debt service on the Notes, in which event those sums which are withheld from the Note Payment Account shall be deposited into the Tax Payment Account or, pursuant to further order of the Treasurer, applied toward any other purpose consistent with Act 206. The portion of any sums described in Subsection (a) which are withheld from the Note Payment Account pursuant to this Subsection shall be determined in accordance with the following Paragraph.

(ii) Prior to the issuance of the Notes, the Treasurer may by written order specify a cut-off date not earlier than March 1, 2025, and only those sums payable to the Note Payment Account and received by the County after the cut-off date shall be applied to the Note Payment Account.

(d) The Treasurer may by written order provide that at such time as sufficient funds shall have been deposited into the Note Payment Account to pay all remaining amounts owed under the Notes the pledge on any additional monies otherwise payable to the Note Payment Account shall be discharged and such monies shall not be deposited into the Note Payment Account or otherwise pledged toward payment of the Notes.

(e) The Treasurer may by written order provide that in the event Notes are issued pursuant to Article III, amounts which would otherwise be included in the Note Payment Account or the Note Reserve Account (or any sub-account therein for a particular series of Notes) shall not include any amounts received by the County prior to the latest maturity date of any series of Notes previously issued under Article II and/or Article III.

705. Limited Tax General Obligation and Pledge.

(a) The Notes shall be the general obligation of the County, backed by the County's full faith and credit, the County's tax obligation (within applicable constitutional and statutory limits) and the County's general funds. The County budget shall provide that if the pledged monies are not collected in sufficient amounts to meet the payments of the principal and interest due on the Notes, the County, before paying any other budgeted amounts, shall promptly advance from its general funds sufficient monies to pay such principal and interest.

(b) In addition, the monies listed below are pledged to the repayment of the Notes and, subject to Section 901, shall be used solely for repayment of the Notes until the principal of, premium, if any, and interest on the Notes are paid in full:

(i) All amounts deposited or earned in any Project Account, until disbursed in accordance with Section 701;

(ii) All net proceeds from the sale of the Notes deposited or earned in the Tax Payment Account, until disbursed in accordance with Section 702;

(iii) All amounts deposited in the Note Payment Account pursuant to Section 704(a);

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(iv) All amounts deposited in the Note Reserve Account;

(v) All amounts earned from the investment of monies held in the Notes Payment Account or the Note Reserve Account; and

(vi) Any supplemental monies placed in the Note Payment Account and drawn in the discretion of the Treasurer from unpledged sums on the revolving funds, which pledge shall be subject to such limitations or exceptions as shall be set forth in the written order of the Treasurer.

(c) If the Notes shall be issued in various series pursuant to Article V, this pledge shall in the case of any independently secured series extend only to monies in accounts or sub-accounts pertaining to the particular series.

(d) If the amounts so pledged are not sufficient to pay the principal and interest when due, the County shall pay the same from its general funds or other available sources. Pursuant to written order of the Treasurer, the County may later reimburse itself for such payments from the Delinquent Taxes collected.

706. Security for Renewal, Refunding or Advance Refunding Notes. Renewal, refunding, or advance refunding Notes shall be secured by all or any portion of the same security securing the Notes being renewed, refunded or advance refunded. The monies pledged in Section 705 for the repayment of the Notes are also pledged for the repayment of the principal of, premium, if any, and interest on any renewal, refunding, or advance refunding Notes issued pursuant to this Resolution, and any such renewal, refunding, or advance refunding Notes shall be the general obligation of the County, backed by its full faith and credit, which shall include the tax obligation of the County, within applicable constitutional and statutory limits.

707. Use of Funds after Full Payment or Provision for Payment. After all principal of, premium, if any, and interest on the Notes have been paid in full or provision made therefor by investments of pledged amounts in direct noncallable obligations of the United States of America in amounts and with maturities sufficient to pay all such principal, premium, if any, and interest when due, any further collection of Delinquent Taxes and all excess monies in any fund or account of the Revolving Fund, and any interest or income on any such amounts, may, pursuant to written order of the Treasurer and subject to Article V, be used for any proper purpose within the Revolving Fund including the securing of subsequent issues of Notes.

VIII. SUPPLEMENTAL AGREEMENTS

801. Supplemental Agreements and Documents. The Treasurer, on behalf of the County, is authorized to enter into any or all of the following agreements or commitments as may, in the Treasurer's discretion, be necessary, desirable or beneficial in connection with the issuance of the Notes, upon such terms and conditions as the Treasurer may determine appropriate:

(a) A letter of credit, line of credit, repurchase agreement, Note insurance, or similar instrument, providing backup liquidity and/or credit support for the Notes;

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(b) A reimbursement agreement, revolving credit agreement, revolving credit Note, or similar instrument, setting forth repayments of and security for amounts drawn under the letter of credit, line of credit, repurchase agreement or similar instrument;

(c) A marketing, remarketing, placement, authenticating, paying or tender agent agreement or dealer agreement designating a marketing, remarketing, authenticating, paying, tender or placement agent or dealer and prescribing the duties of such person or persons with respect to the Notes; and

(d) A put agreement or provision allowing the purchaser of the Notes to require the County to repurchase the Notes upon demand at such times as may be provided in such put agreement or provision.

(e) An agreement to use amounts formerly pledged to other years borrowings as security for the Notes when no longer so pledged.

802. Revolving Credit Notes. If the Treasurer enters into a revolving credit agreement (the “Agreement”) pursuant to Section 801 above, the Agreement may call for the issuance of one or more revolving credit Notes (the “Revolving Credit Notes”) for the purpose of renewing all or part of maturing Note or Notes that have been put pursuant to a put agreement or provision. Such Revolving Credit Notes shall be issued pursuant to Article II or III, as appropriate, and in accordance with the following provisions:

(a) Interest on the Revolving Credit Notes may be payable on maturity, on prior redemption, monthly, bimonthly, quarterly, or as otherwise provided in the Agreement.

(b) The Revolving Credit Notes may mature on one or more date or dates not later than the final maturity date of the Notes, as provided in the Agreement.

(c) The Treasurer may, at the time of the original issuance of the Notes, execute and deliver one Revolving Credit Note in a maximum principal amount not exceeding the lending commitment under the Agreement from time to time in force (and may substitute one such Note in a lesser principal amount for another in the event the lending commitment is reduced), provided that a schedule shall be attached to such Note on which loans and repayments of principal and interest are evidenced and further provided that the making of a loan and the evidencing of such loan on the schedule of any such Note shall constitute the issuance of a renewal Note for the purposes of this Resolution.

IX. MISCELLANEOUS PROVISIONS

901. Expenses. Expenses incurred in connection with the Notes shall be paid from the property tax administration fees collected on the Delinquent Taxes and, if so ordered by the Treasurer, from any earnings on the proceeds of the offering or from other monies available to the County.

902. Bond Counsel. The Notes (and any renewal, refunding or advance refunding Notes) shall be delivered with the unqualified opinion of Clark Hill PLC, attorneys of Detroit, Michigan, bond counsel chosen by the Treasurer, which selection may, at the option of the Treasurer, be for one or more years.

903. Financial Consultants. PFM Financial Advisors LLC, Ann Arbor, is hereby retained to act as financial consultant and advisor to the County in connection with the sale and delivery of the Notes.

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904. Complete Records. The Treasurer shall keep full and complete records of all deposits to and withdrawals from each of the funds and accounts in the Revolving Fund and any account or sub-account created pursuant to this Resolution and of all other transactions relating to such funds, accounts and sub-accounts, including investments of money in, and gain derived from, such funds and accounts.

905. Chargebacks. If, by the date which is three months prior to the final maturity date of the Notes, sufficient monies are not on deposit in the Note Payment Account and the Note Reserve Account to pay all principal of and interest on the Notes when due, Delinquent Taxes not then paid or recovered at or prior to the latest tax sale transacted two or more months before the final maturity of the Notes shall, if necessary to ensure full and timely payment on the date of final maturity, be charged back to the local units in such fashion as the Treasurer may determine, and, subject to Article V, the proceeds of such chargebacks shall be deposited into the County's 2025 Note Payment Account no later than five weeks prior to the final maturity of the Notes. This Section 905 shall not be construed to limit the authority of the Treasurer under State law to charge back under other circumstances or at other times.

906. Investments. The Treasurer is authorized to invest all monies in the Project Account, in the Revolving Fund or in any account or sub-account therein which is established pursuant to this Resolution in any one or more of the investments authorized as lawful investments for counties under Act No. 20, Public Acts of 1943, as amended. The Treasurer is further authorized to enter into a contract on behalf of the County under the Surplus Funds Investment Pool Act, Act No. 367, Michigan Public Acts of 1982, as amended, and to invest in any investment pool created thereby monies held in the Project Account, in the Revolving Fund, or in any account or sub-account therein which is established pursuant to this Resolution.

907. Mutilated, Lost, Stolen or Destroyed Notes. In the event any Note is mutilated, lost, stolen, or destroyed, the Treasurer may, on behalf of the County, execute and deliver, or order the Registrar or Paying Agent to authenticate and deliver, a new Note having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen, or destroyed. In the case of a mutilated Note, a replacement Note shall not be delivered unless and until such mutilated Note is surrendered to the Treasurer or the Registrar or Paying Agent. In the case of a lost, stolen or destroyed Note, a replacement Note shall not be delivered unless and until the Treasurer and the Registrar or Paying Agent shall have received such proof of ownership and loss and indemnity as they determine to be sufficient.

ARTICLE X. TAX-EXEMPT NOTES OR REFUNDING

1001. Refunding of Taxable Debt or Issuance of Tax-Exempt Debt. The County acknowledges that the current state of Federal law precludes the issuance of the Notes as obligations the interest on which is exempt from Federal income tax. However, the County presently contemplates that anticipated amendments to the Internal Revenue Code of 1986 (the "Code") and/or the Treasury Regulations issued thereunder (the "Regulations") or a change in Michigan law changing the character of the Notes may in the future permit the issuance of general obligation limited tax Notes on a tax-exempt basis, and, in view of this expectation, the County, through the offices of the Treasurer, shall issue tax-exempt Notes or issue obligations to refund any or all outstanding Notes issued as taxable obligations, at the time, on the terms, and to the extent set forth in this Article X.

1002. Timing of Refunding. The aforementioned refunding obligations (the "Refunding Notes") shall be issued after the effective date of any change in the Code, Regulations, Internal Revenue Service pronouncements

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or judicial rulings which, as confirmed by the written opinion of bond counsel, permit the refunding of all or some of the outstanding Notes with proceeds from obligations the interest on which is excluded from gross income for purposes of Federal income tax.

1003. Extent of Refunding. Subject to the other provisions of this Section 1003, the Refunding Notes shall refund all Notes outstanding at or after the effective date of any change in the law described in Section 1002. This Section 1003 shall not, however, be construed to require the refunding of any Note prior to the time such Note may be refunded on a tax-exempt basis, nor shall this Section 1003 be construed to require the refunding of any Note, if that refunding would result in greater cost to the County (including interest expense, professional fees and administrative outlays) than would arise if the Note were to remain outstanding.

1004. Confirmatory Action. Subsequent to any change in the law described in Section 1002, the Board shall convene to consider any terms of the Refunding Notes requiring specific ratification by the Board.

1005. Arbitrage Covenant and Tax Law Compliance. In the event tax-exempt Notes or Refunding Notes are issued pursuant to this Article X, the following covenants shall be observed by the County:

(i) the County will make no use of the proceeds of the Notes or Refunding Notes and will undertake no other intentional act with respect to the Notes or Refunding Notes which, if such use or act had been reasonably expected on the date of issuance of the Notes or Refunding Notes or if such use or act were intentionally made or undertaken after the date of issuance of the Notes or Refunding Notes, would cause the Notes or Refunding Notes to be “arbitrage bonds,” as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”), in the Regulations promulgated under Sections 103 and 148 of the Code or in any successor or supplementary provision of law hereinafter promulgated,

(ii) the County will undertake all actions as shall be necessary to maintain the Notes or Refunding Notes as obligations the interest on which qualifies for the tax exemption provided by Section 103(a) of the Code, including, where appropriate and without limitation, filing informational returns with the Secretary of Treasury, keeping accurate account of all monies earned in any fund, account or sub-account authorized by this Resolution or any resolution adopted in accordance with Section 1004 above, certifying cumulative cash flow deficits of the County and the local units, and investing any required portion of the gross proceeds of the Notes or Refunding Notes, whether on behalf of the County or the local units, in tax-exempt obligations or State and Local Government Series obligations, and

(iii) the County will make timely payment to the United States of any investment earnings, realized by the County on the gross proceeds of the Notes or Refunding Notes, as may be subject to rebate under Section 148(f) of the Code, and, to the extent required under applicable law or deemed by the Treasurer to be in the best interest of the County pursuant to written order, the County's obligation to make such payment to the United States shall also account for excess investment earnings realized by local units on all or a portion of the gross proceeds distributed to, and held by, the local units pursuant to Section 702.

(iv) the Treasurer shall be directed to take such actions and to enter into such agreements and certifications, on behalf of the County, as the Treasurer shall deem necessary or appropriate to comply with the foregoing covenants.

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1006. Undertaking to Provide Continuing Disclosure. If necessary, this Board of Commissioners, for and on behalf of the County of Ingham, hereby covenants and agrees, for the benefit of the beneficial owners of the Notes to be issued by the County, to enter into a written undertaking (the “Undertaking”) required by Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the “Rule”) to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form as approved by the Underwriter of the Notes. The Undertaking shall be enforceable by the beneficial owners of the Notes or by the Underwriter on behalf of such beneficial owners (provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the County's obligations hereunder and under the Undertaking), and any failure by the County to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Notes.

The County Treasurer or other officer of the County charged with the responsibility for issuing the Notes shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the County's Undertaking.

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

The motion to adopt the resolution carried via unanimous roll call vote.

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**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 28**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2025 ADMINISTRATIVE FUND

RESOLUTION #25 – 031

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses.

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for each such resolution was as follows:

- AYES: Cahill, Grebner, Johnson, Lawrence, Maiville, Morgan, Peña, Polsdofer, Pratt, Ruest, Schafer, Tennis, Trubac, Willis, Sebolt.
- NAYS: None.
- ABSTAIN: None.

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

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

The motion to adopt the resolution carried via unanimous roll call vote.

A sufficient majority having voted therefor, the two resolutions appearing above were adopted.

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STATE OF MICHIGAN

COUNTY OF INGHAM

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Ingham County Board of Commissioners, that such resolutions were duly adopted at a Regular meeting held on the 28th day of January, 2025, and that notice of such meeting was given as required by law.

Barb Byrum, Clerk of the Ingham
County Board of Commissioners

[SEAL]

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 29**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT BY-LAWS FOR THE INGHAM COUNTY MATERIALS
MANAGEMENT PLANNING COMMITTEE**

RESOLUTION #25 – 032

WHEREAS, recent amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115) went into effect on March 29, 2023 and requires that all counties prepare a Materials Management Plan (MMP); and

WHEREAS, on March 26, 2024, the Ingham County Board of Commissioners approved Resolution #24-149, which accepted the County Approval Agency responsibilities and approved the submission of a Notice of Intent (NOI) to the Department of Environment, Great Lakes, and Energy (EGLE) to prepare an MMP; and

WHEREAS, pursuant to Resolution #24-245, Ingham County established the Ingham County Materials Management Planning Committee to primarily assist in the development and implementation of the MMP in addition to its other responsibilities under Part 115; and

WHEREAS, the Materials Management Planning Committee has developed proposed By-Laws and is recommending their adoption by the Ingham County Board of Commissioners pursuant to MCL 324.11572.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the By-Laws of the Ingham County Materials Management Planning Committee.

BE IT FURTHER RESOLVED, that the By-Laws as referenced herein and attached shall become effective immediately upon adoption by the Board of Commissioners.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

Adopted as a part of the consent agenda.

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INGHAM COUNTY MATERIALS MANAGEMENT PLANNING COMMITTEE

BY-LAWS

ARTICLE I

NAME, MEMBERS, HOW SELECTED

Section I: Name: The official name of this entity shall be the Ingham County Materials Management Planning Committee (hereinafter referred to as the "Materials Management Planning Committee") as authorized by Resolution #24-345.

Section II: Membership: The membership of the Materials Management Planning Committee composition shall be determined by the Board of Commissioners. Pursuant to Resolution #24-345, the Ingham County Board of Commissioners will appoint the individuals in accordance with the procedure set forth in the resolution and pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115).

Section III: Selection: The Ingham County Board of Commissioners shall select the members to sit on the Materials Management Planning Committee as required by the Board of Commissioners' resolution and pursuant to MCL 324.11572.

Section IV: Automatic Resignation: Members of the Materials Management Planning Committee, other than those members who are also members of the Ingham County Board of Commissioners, will automatically be deemed to have resigned their membership on the Materials Management Planning Committee if their absenteeism constitutes a violation of the County policy regarding attendance for advisory boards and commissions.

ARTICLE II

OFFICERS - TERM OF OFFICE, ELECTIONS, & DUTIES

Section I: The Officers of the Materials Management Planning Committee shall be the Chair, Vice-Chair, and Secretary.

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Section II: Term of Office: Pursuant to Resolution #24-346 and MCL 324.11572, initial Materials Management Planning Committee members are appointed for 5-year terms. Their immediate successors shall be appointed for 2-, 3-, 4-, or 5-year terms such that, as nearly as possible, the same number are appointed for each term length. Subsequently, members shall be appointed for terms of 5 years. A member may be reappointed.

Section III: Elections: Officers shall be elected by majority vote of the full Materials Management Planning Committee at the first regular meeting of each calendar year.

Section IV: Duties of the Chair: The Chair shall be responsible for preparing the agenda and presiding at the meetings. Upon approval of the Materials Management Planning Committee, the Chair will speak for the Materials Management Planning Committee and represent the Materials Management Planning Committee at meetings of official and community groups when appropriate to participate. The Chair shall maintain communication with the Board of Commissioners.

Section V: Duties of the Vice-Chair: The Vice-Chair shall assume the duties of the Chair in the Chair's absence or by delegation. The Vice-Chair is also responsible for overseeing the implementation of the By-Laws by Materials Management Planning Committee members.

Section VI: Duties of the Secretary: The Secretary shall ensure that minutes are prepared for the Materials Management Planning Committee, make sure copies are distributed to the members, and shall place one copy on file in the Controller's Office. The Secretary shall be responsible for ensuring that the Open Meetings Act, 1976 PA 267, as amended, is adhered to. The Secretary shall assume the duties of Vice-Chair in the absence thereof.

Section VII: Designated Planning Agency: Resolution #24-345 appointed the Ingham County Controller's Office as the Designated Planning Agency. Pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115), the Designated Planning Agency is identified as the primary contact person for administering and preparing the County's Materials Management Plan and shall:

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1. Serves as the primary government resource in the planning area for information about the Materials Management Plan and leads the Materials Management Plan development process.
2. Implements the general direction and policies of the Materials Management Planning Committee.
3. Not be a member of the Materials Management Planning Committee.
4. Under the direction of the Materials Management Planning Committee, prepare the Materials Management Plan using the format provided by the Michigan Department of Environment Great Lakes and Energy, facilitate and solicit public comment, and obtain Materials Management Plan approval pursuant to MCL 321.11574.
5. During the preparation of the Materials Management Plan, solicits the advice of and consults with the following organizations:
 - a. Municipalities, various organizations related to materials management, and the private sector, such as materials management facility operators, in the planning area.
 - b. The county or regional planning agency.
 - c. Counties and municipalities in counties that are adjacent to the planning area.
6. Pursuant to MCL 324.1157, provide notice of public meetings in which the Materials Management Plan will be discussed to the chief elected official of each municipality within the planning area and any other person within the planning area the planning area that requests notice.
7. Abide by County Purchasing policies and procedures, and all other applicable County policies.
8. Conduct or facilitate orientations with Materials Management Planning Committee appointees on County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as appropriate, per Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

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ARTICLE III

ORGANIZATION - DUTIES AND RESPONSIBILITIES OF THE MATERIALS MANAGEMENT

PLANNING COMMITTEE

Section I: Organizational Duties:

- A. The Materials Management Planning Committee shall elect its officers and hold regular meetings as established hereunder.
- B. Committees: The Materials Management Planning Committee is authorized and empowered to create standing committees (sub-committees and special committees) as it may determine from time to time to be in the best interests of the community, and to assign and delegate to such committees such duties and responsibilities as may be deemed appropriate. The Chair shall appoint all members to committees, sub-committees, and special committees, and remove any members at the Chair's discretion.

Section II: Duties:

- A. Pursuant to Resolution #24-345, assist in the development and implementation of Ingham County's Materials Management Plan.
- B. Direct the Designated Planning Agency in the preparation of the Materials Management Plan pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115). Review, direct revisions as applicable, and approve the Designated Planning Agency's work program pursuant to MCL 324.11587.
- C. Ensure that the Designated Planning Agency is fulfilling the requirements of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115) as to both the content of the Materials Management Plan and public participation. Pursuant to MCL 324.11573, notify the Designated Planning Agency of any deficiencies. If the deficiencies are not addressed by the Designated Planning Agency to the Materials Management Planning Committee's

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satisfaction, notify the County Approval Agency, Ingham County’s Board of Commissioners. If the deficiencies are not addressed by the County Approval Agency to the Materials Management Planning Committee's satisfaction, notify the State of Michigan’s Department of Environment Great Lakes and Energy.

- D. Pursuant to MCL 324.11573: identify relevant local materials management policies and priorities, ensure coordination in the preparation of the Materials Management Plan, and advise counties and municipalities with respect to the Materials Management Plan.
- E. Review, direct revisions as applicable to the Designated Planning Agency, and approve the Materials Management Plan prior to and post public comment pursuant to MCL 324.11574 and 324.11575.
- F. Upon completion of the Materials Management plan, conduct and complete formal reviews of the Materials Management Plan pursuant to MCL 324.11578.

ARTICLE IV

MEETINGS, REGULAR MEETINGS, & SPECIAL MEETINGS,

NOTICE AND SCHEDULE OF MEETINGS, QUORUM AND MINUTES

Section I: Meetings: The time and place of regularly scheduled meetings shall be determined at the first annual meeting following the election of officers. Subsequently, a yearly calendar will be presented to the Materials Management Planning Committee and the Board of Commissioners.

Section II: Special Meetings: The Materials Management Planning Committee may meet in special meetings at the call of the: Designated Planning Agency, Chair, or a majority of the Materials Management Planning Committee members—if they file a written request addressed to the Designated Planning Agency at least twenty-four (24) hours in advance. The Designated Planning Agency shall notify all Materials Management Planning Committee members as soon as possible of the special meeting. Public notice shall be given for all special meetings as required by the Open Meetings Act, 1976 PA 267 by the Designated Planning Agency.

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Section III: Order of Business: The agenda for Materials Management Planning Committee meetings shall be:

1. Call to Order
2. Approval of Previous Month's Minutes
3. Additions to the Agenda
4. Limited Public Comment (not to exceed three minutes)
5. Agenda and Discussion Items.
6. Announcements
7. Public Comment (not to exceed three minutes)
8. Adjournment

Section IV: All meetings of the Materials Management Planning Committee shall be open to the public as required by the Open Meetings Act, 1976 PA 267, excepting that closed sessions may be held for reasons provided for in the Open Meetings Act in accordance therewith.

Section V: Quorum: A quorum of the Materials Management Planning Committee shall consist of a majority of the members appointed by the Board of Commissioners. For the final passage of any measure, a majority of all of the appointed members shall be required.

Section VI: Minutes: The Materials Management Planning Committee shall cause minutes to be kept of each meeting and such minutes shall be kept on record at the Controller's office as required by the Open Meetings Act.

ARTICLE V

RULES AND ORDER OF BUSINESS AT MEETINGS

Section I: When not otherwise provided for by these By-Laws, Mason's Manual of Legislative Procedure shall govern the process and procedures of Materials Management Planning Committee meetings.

Section II: Materials Management Planning Committee members may abstain from voting with the approval of the Chair.

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ARTICLE VI

AMENDMENTS TO BY-LAWS; SUSPENSION OF RULES

Section I: Amendments to By-Laws: The power to make, alter, amend, change, modify, and/or repeal By-Laws of the Materials Management Planning Committee is vested in 1.) the Materials Management Planning Committee, upon approval of the Ingham County Board of Commissioners and 2.) the Ingham County Board of Commissioners. No amendment by the Materials Management Planning Committee of all or any part of these By-Laws shall be considered or acted upon at any meeting unless the proposed change has been submitted to the entire Materials Management Planning Committee in writing not less than seven (7) days prior to the meeting at which the change is to be considered and acted upon. The affirmative vote of two-thirds (2/3) of the total Materials Management Planning Committee shall be necessary for the Materials Management Planning Committee to change, alter, modify, repeal, or amend all or any of these By-Laws contingent upon approval of the Board of Commissioners.

Section II: Suspension of Rules: The rules provided hereunder may be suspended at a Materials Management Planning Committee meeting by a vote of two-thirds (2/3) of the appointed members.

Section III: Effective Dates: These By-Laws shall take effect at the next regular meeting after adoption by the Board of Commissioners. Any amendment, change, modification or repeal of these By-Laws shall also take effect at the next regular meeting after such amendment, change, modification, or repeal of the same.

Section IV: If there is any conflict between a provision contained in these By-Laws and state law or Board of Commissioners resolution, then the state law or Board of Commissioners resolution shall supersede said provision or provisions.

Section V: The Materials Management Planning Committee shall adhere to County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Plan, Travel, and Open Meetings Act Policies as stated in Ingham County Board of Commissioners' Resolutions #06-115 and #19-255.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 30**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING THERESA BUYCKS

RESOLUTION #25 – 033

WHEREAS, Theresa Buycks has dedicated twenty-three years of exemplary service to Ingham County; she began her career in December 2001 for Ingham County Health Department as a Community Health Representative II in the Children’s Special Health Care Services (CSHCS) program; and

WHEREAS, Theresa has demonstrated outstanding commitment as a Community Health Representative in the CSHCS program which has allowed her to serve countless numbers of clients and families with chronic health conditions; and

WHEREAS, Theresa has played a crucial role in overseeing care coordination for the clients and families enrolled in CSHCS; and

WHEREAS, Theresa has significantly contributed to the success and growth of the CSHCS program through her dedication to providing clients and families with the highest quality of services, consistently earning positive client feedback and numerous accounts of client and family gratitude; and

WHEREAS, Theresa worked diligently in her role as CSHCS Community Health Representative until September 2022 when her role was reclassified as CSHCS Benefit Representative in order to recognize the unique and multifaceted nature of the role; and

WHEREAS, Theresa Buycks has touched the lives of thousands of different clients and families throughout her twenty-three years of commitment to CSHCS; and

WHEREAS, as CSHCS Benefit Representative, Theresa’s selfless, kind, and compassionate approach to her work has allowed her to provide important support and assistance to countless numbers of clients and families during difficult times in their lives, easing many of the burdens placed upon them due to their serious and chronic health conditions; and

WHEREAS, as CSHCS Benefit Representative, Theresa’s program knowledge and expertise contributed greatly to successful community collaborations and partnerships as well as to the orientation of new staff to the ICHD CSHCS program; and

WHEREAS, Theresa embodied and consistently exemplified the Ingham Community Health Department Mission, Vision, and Core Values.

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THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby expresses profound appreciation and recognition for Theresa Buycks and her twenty-three years of contributions to the Health Department.

BE IT FURTHER RESOLVED, that Theresa's impact on healthcare and the community is commendable and we extend our heartfelt gratitude and best wishes to Theresa Buycks for her continued success in all her future endeavors.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners honors Theresa Buycks for her exemplary service to the County of Ingham.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 31**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING TRACEY HOOD, MEDICAL ASSISTANT I

RESOLUTION #25 – 034

WHEREAS, after 26 years of dedicated service to Ingham County Health Department (ICHHD) and the Ingham Community Health Centers (ICHC), Tracey Hood will be retiring on January 3, 2025; and

WHEREAS, Tracey began her career with Ingham County in October of 1998, as a Clinic Assistant, providing excellent customer service, welcoming patients, and performing registration processes with Willow Adolescent Health; and

WHEREAS, Tracey exemplified excellence in assuring front office processes, meeting all applicable policies and procedures, rules and regulations; and

WHEREAS, in December of 2010, Tracey was transferred to Otto Clinic, continuing to assist in adolescent health, and helping to educate and improve the lives of our adolescent population; and

WHEREAS, in June of 2017 to August of 2017, Tracey was temporarily transferred to Medical Records as a Medical Assistant I; and

WHEREAS, in August of 2017, Tracey was transferred to the Eastern Community Health Center as a Medical Assistant I to continue building a positive relationship with the adolescent population and to promote healthy practices and establish as a positive role model; and

WHEREAS, Tracey exemplified excellence in assisting adolescents in the community in obtaining better health as well as provided quality support to providers serving this population; and

WHEREAS, in November of 2024, Tracey was transferred to Willow Community Health Center; and

WHEREAS, Tracey worked collaboratively with the medical team to ensure patients had a great patient care experience; and

WHEREAS, Tracey has been loyal, dedicated, knowledgeable, and professional as she adhered to and executed the ICHD and ICHC Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Tracey Hood for her 26 years of dedicated service to ICHD and for her exemplified leadership, customer service, patient care, and commitment to her work.

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

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HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 32**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING VALORIE HUNNICUTT

RESOLUTION #25 – 035

WHEREAS, after 19 years of dedicated service to Ingham County Health Department (ICHHD) and the Ingham Community Health Centers (ICHC), Valorie Hunnicutt will be retiring on January 3, 2025; and

WHEREAS, Valorie began her career with Ingham County in December of 2005, as a Community Health Representative, providing excellent customer service, welcoming patients, and performing registration processes with Cedar Pediatrics; and

WHEREAS, Valorie worked collaboratively with the medical team to ensure patients had a great patient care experience; and

WHEREAS, Valorie coordinated the pediatric Refugee Program at Cedar Pediatrics; and

WHEREAS, Valorie worked collaboratively with Michigan State University College of Human Medicine and College of Osteopathic Medicine to assure provider coverage at Cedar Pediatrics; and

WHEREAS, Valorie worked closely with the University of Michigan Sparrow Residency Program to coordinate provider coverage at Cedar Pediatrics; and

WHEREAS, Valorie has been loyal, dedicated, knowledgeable and professional as she adhered to and executed the ICHD and ICHC Mission, Vision, and Core Values.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Valorie Hunnicutt for her 19 years of dedicated service to the Health Department and for her exemplified leadership, customer service, patient care, and commitment to her work.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 33**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE USE OF CONTINGENCY FUNDS
FOR ESTABLISHING OFFICE SPACE FOR THE INGHAM COUNTY OFFICE OF
ENVIRONMENTAL SUSTAINABILITY**

RESOLUTION #25 – 036

WHEREAS, the Ingham County Board of Commissioners approved Resolution #20-301 to declare a climate emergency in Ingham County, thereby formally communicating its urgent intention to take bold action toward mitigating resource waste and greenhouse gas emissions while developing sustainable practices in County government; and

WHEREAS, Ingham County furthered these efforts through Resolution #21-210 to declare Ingham County's commitment to climate justice and committing to ensuring that greenhouse gas emissions attributable to Ingham County facilities and operations are reduced to net-zero by the year 2040; and

WHEREAS, Resolution #22-485 created the Environmental Sustainability Manager position due to the work necessary to achieve the County's goals; and

WHEREAS, Resolution #24-405 authorizes Ingham County to serve as a host partner site for a MI Healthy Climate Corps member; and

WHEREAS, establishing an office space for Ingham County's Office of Environmental Sustainability will support the County's work towards its sustainability goals; and

WHEREAS, the amount of \$25,500 shall be deducted from the county contingency fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes \$25,500 for the purpose establishing an office space for Ingham County's Office of Environmental Sustainability from the 2025 contingency account.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest.

Nays: Schafer.

Absent: None.

Approved: 01/27/25

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 01/21/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 34**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #25 – 037

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to Community Mental Health Authority of Clinton, Eaton, and Ingham (CMH) in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2025 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,633,372 with CMH for services provided to Ingham County residents for the period of October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

JANUARY 28, 2025 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.
Nays: None. **Absent:** None. **Approved: 01/27/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties

Proposal for the continued use of Ingham County Health Services Millage FY2025

Summary of proposal: This proposal requests the continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

Context and Need: Following the significant State General Fund reduction (2/3 of the funds formerly provided to CMHA-CEI) and the implementation of the Healthy Michigan Plan in 2015, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) realized growing service gaps resulting from significantly lower State General Fund dollars. While some of these gaps have been reduced through Ingham County Millage Funding and other federal, state, and local sources that CMHA-CEI has pursued, they persist and at the same time, community need for behavioral health services continues to increase.

These gaps include:

- Individuals who are uninsured which must be covered by scarce state general fund dollars or local dollars within CMHA-CEI's budget in order to maintain in service.
- Individuals with "spend down" Medicaid eligibility, which means they become eligible for Medicaid benefits only after meeting a large monthly spend-down amount.
- Those with severe, chronic and urgent specialized mental health treatment needs (crisis stabilization, community living supports or skill-building services, residential care, case management, etc..) not covered by any other coverage plan.
- Reductions in SUD State Block Grant funds have impacted access to SUD services for uninsured individuals.

Please note in the FY24 Summary of Services included below there is an explanation regarding increased utilization of Health Millage funds. We expect to see this continue into FY25.

Proposed Essential Services to close gaps in Ingham County:

Crisis Services: The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit: This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents. In effort to meet the growing need for crisis stabilization services in our service area and to reduce the need for scarce psychiatric hospital placements in situational crisis, CMHA-CEI has expanded adult and youth Urgent Care Services as part of the Crisis Services continuum, launched youth mobile crisis available 24/7 and initiated adult mobile crisis services. These services provide immediate intensive support to individuals and families in order to intervene, stabilize, and connect them to longer term resources for ongoing care.

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The community’s Assessment and Referral Team: This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

The community’s urgent care and intensive home-based treatment program for at-risk children, youth, and their families: This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMHA-CEI offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic respite services, training and coaching, school liaison services, and referral network linkages.

A spectrum of community-based treatment teams for vulnerable populations: These multidisciplinary teams, made up of mental health therapists/case managers, psychiatrists, nurses, mental health workers/consumer services specialists, behavioral specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports **in a variety of settings with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults and youth with intellectual/developmental disabilities.**

Psychiatric care and outpatient therapy for children and adults with mild to serious mental health needs: This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and adults. These services (along with CMHA-CEI’s 24/7 psychiatric crisis services unit) provide the community’s mental health safety net.

Substance Use Disorder Treatment for Adults: State Block Grant funds have been drastically cut, reducing access to detox, outpatient, and residential care for uninsured individuals.

Psychiatric inpatient care: CMHA-CEI pays all psychiatric inpatient claims on all uninsured individuals admitted to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH’s State General Fund revenues, **CMHA-CEI has limited funds to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

Cost of proposed services in FY2025:	\$1,633,372
Estimated number of Ingham County residents meeting the millage criteria who will be served: 1,200* Please note, the number of residents served with funds are variable from year to year based on the intensity of eligible individual’s service needs and the cost of those services.	

FY24 Summary of Services:

In total in FY24 CMHA-CEI served 9,590 Ingham County Residents. This is a 6.4% increase from FY24 and a 37.5% increase from FY21. In FY24 Millage dollars were used to help support services to 1172 eligible Ingham County residents*. The table below provides an overview of services, costs, and numbers of Ingham County residents served utilizing Ingham County Millage dollars in FY 24. **It is important to note that numbers of individuals served and amount charged to the millage has returned to pre-pandemic norm. This was due to the end of federal emergency measures implemented by Michigan Department of Health and Human Services during the pandemic that had allowed individuals to automatically remain on Medicaid and reduced the monthly spend-down expense required before individuals qualify for**

JANUARY 28, 2025 REGULAR MEETING

Medicaid. As expected with the end of the PHE and resumption of Medicaid redeterminations we have returned to normal levels of Health Millage Spending in FY24 and exceeded the amount of Health Millage dollars allocated to CMHA-CEI of \$1,614,924 by \$697,969.

Category	Amount	Individuals*
24/7 Psychiatric Crisis Services and Inpatient Screening		
Crisis Intervention	\$103,587.23	47
Transportation	\$1,378.65	5
Assessment and Treatment Planning		
Assessments	\$238,260.04	189
Treatment Planning	\$5,360.59	2
Behavioral Treatment Plan Review	\$4,564.46	2
Community-Based Mental Health Treatment and Supports		
Assertive Community Treatment (ACT)	\$133,347.56	10
Clubhouse Psychosocial Rehabilitation Programs	\$30,311.46	8
Nursing Facility Mental Health Monitoring	\$20,262.33	5
Targeted Case Management	\$501,128.43	166
Therapy (mental health)	\$179,032.19	61
Peer Directed Support Services	\$11,330.30	38
Families Forward Children's Services		
Family Training	\$135,772.33	29
Home Based Services	\$47,107.48	22
Wraparound Services	\$7,242.81	2
Prevention Services –Direct	\$2,883.04	2
Community Services for Developmentally Disabled		
Community Living Supports	\$373,752.16	109
Health Services	\$20,886.66	38
Personal Care in Licensed Specialized Residential Setting	\$11,819.65	38
Supported Employment	\$5,511.03	13
Adaptive Behavior Treatment		
Activity Therapy	\$891.02	1

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Category	Amount	Individuals*
Adaptive Behavior Therapy	\$7,463.96	3
Family ABT Guidance	\$480	2
Modified Adaptive Behavior Therapy	\$2,790.00	2
Specialized Overnight Health & Safety	\$2,897.92	1
Psychiatric and Residential Care		
Medication	\$415.68	1
Medication Administration	\$5,609.33	10
Medication Review	\$30,478.16	29
Residential Services	\$351,265.17	212
Room and Board	\$143,914.67	116
Psychiatric Inpatient	\$54,120.71	9
Total	\$2,433,865.02	1,172*

*Individuals may be duplicate if receiving services in multiple categories.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 35**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #24 - 018 TO AUTHORIZE A CONTRACT AMENDMENT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES

RESOLUTION #25 – 038

WHEREAS, Resolution #24 – 018 authorized a contract with Community Mental Health (CMH) for services provided to Ingham County residents, funded by the Health Services Millage; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services, and essential care such as preventive testing and treatment for cancer, diabetes, heart disease, and other serious illnesses; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services; and

WHEREAS, funds from the health services millage were allocated in the County’s 2024 budget for this purpose; and

WHEREAS, with the end of the public health emergency, people falling off Medicaid, or put on spend-downs and overall increases in people served, CMH spent all of the contracted health millage funds for 2024 and have \$697,969 in additional for services to individuals that would meet the millage requirements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #24 – 018 to authorize a contract amendment not to exceed an additional \$697,969 with CMH for services provided to Ingham County residents for the period of January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24 – 018 remain in effect.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

JANUARY 28, 2025 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville

Nays: Ruest

Absent: Tennis

Approved 01/22/25

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

Commissioner Tennis stated the resolution essentially would amend the current agreement with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) regarding eligible Millage expenses as it was determined there was significant amount of work they did which was eligible through the Health Services Millage and they had requested reimbursement in the amount of around \$700,000.

Commissioner Schafer stated there had been a discussion of this at the January 27, 2025 Human Services Committee meeting and it came down to a contract of a certain amount and coming back to ask for an additional amount to allow them to finish out the year. Commissioner Schafer further stated that many overruns had happened in the County last year and she wanted to know if there was any place in the contract that allowed them to come back before they had overrun their contracts and ask the Board of Commissioners if there was extra money allotted that they could access in the Millage before it was spent.

Commissioner Schafer stated that it was a common courtesy thing and the Human Services Committee had discussed that they would not have such language in this specific contract, but it might be taken up at a future Finance Committee meeting to see if it was something they could include in all other contracts, so the Board of Commissioners could have people come back to ask if the funds were still available. Commissioner Schafer further stated it would help the County plan and thanked Commissioner Morgan for his guidance on the issue.

Commissioner Morgan stated it might have been an issue of communication and maybe they should look at language that was included in the contracts to ensure more timely communication. Commissioner Morgan further stated this was well explained at the Human Services Committee meeting as a one-time thing.

Commissioner Pratt asked for clarification regarding the CMHA-CEI request.

Commissioner Tennis provided clarification regarding the CMHA-CEI request and the Health Services Millage.

Chairperson Sebolt stated that there was a surplus of Millage Funds from the old Health Services Millage due to people who were on expanded Medicaid and no longer using the Ingham Health Plan. Chairperson Sebolt further stated that they were available funds that they could not spend for any other purpose due to the restrictions in the old Millage language.

Chairperson Sebolt stated that in 2023 folks started to get notice that their expanded Medicaid coverage would be getting rolled off, so it was not until 2024 that people found themselves not covered. Chairperson Sebolt further stated that this was good way to spend a surplus of funds with a limited scope.

The motion to adopt the resolution carried unanimously.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 36**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #23-575 FOR THE HEALTH SERVICES MILLAGE CONTRACT WITH THE INGHAM HEALTH PLAN CORPORATION

RESOLUTION #25 – 039

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services and essential care such as preventive testing and treatment for cancer, diabetes, heart disease and other serious illnesses; and

WHEREAS, Ingham Health Plan Corporation (IHPC) provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance; and

WHEREAS, Ingham County Board of Commissioners Resolution #23-575 authorized a contract with IHPC for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage; and

WHEREAS, expenses exceeded the contractual amount by \$18,287.23 due to an increase in membership.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the 2024 Health Services Millage contract with IHPC, increasing the contract by an amount to not to exceed \$18,287.23 from the fund balance of the Health Services Millage approved by the electorate in 2020.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #23-575 remain unchanged.

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, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 37**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ENVIRONMENTAL SUSTAINABILITY DIRECTOR
TO SIGN STATE GRANT REPORTS FOR RECEIVED STATE GRANTS**

RESOLUTION #25 – 040

WHEREAS, Ingham County Controller’s Office and, subsequently, Ingham County’s Environmental Sustainability Office, seek to obtain signing authority of grant reports for the Environmental Sustainability Director, effective upon approval; and

WHEREAS, the Environmental Sustainability Office obtains formal agreement execution approval from the Ingham County Board of Commissioners and County Attorney for numerous grant awards, which fund programs and projects; and

WHEREAS, the Michigan Department of Labor and Economic Opportunity (LEO), Michigan Department of Environment, Great Lakes, and Energy (EGLE), and other state agencies require the completion and submission of reports for approved grant awards; and

WHEREAS, certain grant reports are very time-sensitive and require a rapid turnaround to meet grant program requirements set by state agencies; and

WHEREAS, no costs are associated with this resolution, and approval of this resolution will ensure timely completion of grant reports for state grants received by Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Environmental Sustainability Director authority to sign the grant reports, including but not limited to quarterly, progress, and final reports effective upon the adoption of this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson will sign the grant agreements upon the adoption of the agreements by the Board of Commissioners and approved as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None. **Absent:** None. **Approved: 01/27/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 38**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #24-409 ACCEPTING THE STORMWATER
INFRASTRUCTURE IMPROVEMENTS AT POTTER PARK ZOO GRANT FROM
REPRESENTATIVE ELISSA SLOTKIN'S COMMUNITY PROJECT FUNDING PROGRAM**

RESOLUTION #25 – 041

WHEREAS, Resolution #24-409 was approved for Potter Park Zoo to accept an Environmental Protection Agency (EPA) grant through Representative Elissa Slotkin's FY24 Community Project Funding program in the amount \$959,752; and

WHEREAS, Resolution #24-409 stated that the match required by Potter Park Zoo is \$191,950; and

WHEREAS, the required match amount needs to be amended to \$239,938 based on the calculation formula that is used by the EPA to determine the 20% cost share amount; and

WHEREAS, the 20% match of \$239,938 is a requirement of the grant of which the funds are available in the Zoo's fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #24-409 to include a 20% required match of \$239,938 from the Potter Park Zoo fund balance.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to make necessary adjustments to the Potter Park Zoo budget, consistent with this resolution.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24-409 remain unchanged.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 39**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ADOPTION OF THE INGHAM COUNTY HEALTH
DEPARTMENT’S PLAN OF ORGANIZATION**

RESOLUTION #25 – 042

WHEREAS, Ingham County Health Department (ICHD) wishes to update its Plan of Organization effective January 1, 2025 through December 31, 2027 for Local Public Health accreditation with the Michigan Department of Health & Human Services (MDHHS); and

WHEREAS, ICHD must submit the Plan of Organization, approved by the Ingham County Board of Commissioners (BOC), in advance of MDHHS’s visit beginning March 3, 2025; and

WHEREAS, state accreditation typically occurs every three years, but was paused statewide due to COVID-19; and

WHEREAS, the BOC last approved the Plan of Organization in 2019 through Resolution #19-548; and

WHEREAS, the Plan of Organization has been updated to reflect personnel and program changes at ICHD over the past five years as well as the updated 2025 budget numbers; and

WHEREAS, these changes include the appointment of a Medical Health Officer, a new Deputy Health Officer-Public Health Services, a new Deputy Health Officer-Administration, and an Interim Deputy Health Officer/Executive Director-Ingham Community Health Centers; and

WHEREAS, all local health departments will maintain previous accreditation status in this cycle to focus on building capacity and organizational relationships post-pandemic; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the attached Plan of Organization for ICHD effective January 1, 2025 through December 31, 2027.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes ICHD’s updated Plan of Organization, effective January 1, 2025 through December 31, 2027.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign MDHHS’s Local Health Department Plan of Organization Approval Form.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

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

Commissioner Tennis moved to amend the document attached to the resolution as follows:

Governing Entity Relationship with ICHD

ICHD is a unit of government in Ingham County. Ingham County is governed by a fifteen- member Board of Commissioners, elected to ~~two~~four-year terms. The Board of Commissioners appoints the Health Officer to serve as the Director of ICHD and establishes through its annual budget process the personnel and other resources available to ICHD to carry out its statutory mission and any other duties assigned to it by the Board of Commissioners. ICHD's primary point of contact with elected officials is the Human Services Committee of the Board of Commissioners which oversees the Department's strategic and financial planning and contracting, and guides the Department on legislative matters.

The amendment was considered friendly.

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

Ingham County Health Department's

PLAN OF ORGANIZATION

January 2025



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INTRODUCTION

The Plan of Organization of the Ingham County Health Department (ICHD) was last approved by the Michigan Department of Health and Human Services (MDHHS) as part of its accreditation process in March 2020. In preparation for MDHHS' March 2025 accreditation visit, ICHD is updating its Plan of Organization to reflect any changes that have occurred since then. The department continues to be organized around three major branches: Public Health Services, Community Health Centers, and Community Health, Planning, and Partnerships. Adenike Shoyinka, MD, MPH, now serves as Medical Health Officer. The 2025 Plan of Organization will be approved by the Ingham County Board of Commissioners on January 28, 2025 and is now submitted for approval by the Michigan Department of Health and Human Services.

The electronic version of this document contains hyperlinks to materials as requested by MDHHS. For correct viewing, please use the electronic copy on a device connected to the Internet. To view the documents, place the cursor over the hyperlink, hold down the Control key and click the mouse.

LEGAL RESPONSIBILITIES & AUTHORITY

State and Local Statutory Authority for ICHD

The Constitution of the State of Michigan includes the following declaration:

“The public health and general welfare of the people of the State are hereby declared to be matters of primary public concern. The Legislature shall pass suitable laws for the protection and promotion of public health.”

In 1978, the Public Health Code was passed by the Legislature and signed by the Governor. The “Code” establishes a State/Local system to carry out the responsibility to protect and promote public health. The Code establishes the Michigan Department of Public Health with the responsibility to:

“. . .continually and diligently endeavor to prevent disease, prolong life, and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of diseases; prevention and control of health problems of particularly vulnerable population groups; development of health care facilities and health services delivery systems; and

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regulation of health care facilities and health services delivery systems to the extent provided by law.” (MCL 333.2221)

The Michigan Department of Public Health is charged in the Public Health Code to:

“ . . .promote an adequate and appropriate system of local health services throughout the state.” (MCL 333.2224)

The Public Health Code requires every county to provide for a local health department.

County Boards of Commissioners are required to organize county or district health departments (MCL 333.2413) and it charges the local health departments with the same basic responsibilities as are given to the State:

“ . . .continually and diligently endeavor to prevent disease, prolong life and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of disease; prevention and control of health problems of particularly vulnerable population groups. . . ” (MCL 333.2433)

County Boards of Commissioners must appoint a health officer who has the authority and responsibility to protect the public's health:

“A local health department shall have a full-time local health officer appointed by the local governing entity... [who] may take actions and make determinations necessary or appropriate to carry out the local health department's functions under this part or functions delegated under this part and to protect the public health and prevent disease.” (MCL 333.2428)

The Michigan Administrative Code also defines the duties and responsibilities of Medical Directors of local public health departments.

- [Click here to view the Michigan Administrative Code](#)

Applicable State Law:

- [Click here to view the Public Health Code PA 368 of 1978](#)
- [Click here to view the Food Law PA 92 of 2000 as amended](#)
- [Click here to view the Natural Resources and Environmental Protection Act PA 451 of 1994](#)
- [Click here to view the Land Division Act PA 288 of 1967](#)
- [Click here to view the Condominium Act PA 59 of 1978](#)

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- [Click here to view the Safe Drinking Water Act PA 399 of 1976](#)
- [Click here to view the Current Appropriations Bill \(2024\)](#)
- [Click here to view the Attorney General Opinions](#) Enter numbers 6501 and 6415

The Ingham County Board of Commissioners has responded to this mandate by establishing ICHD as a unit of government and appointing a [Medical] Health Officer to oversee the activities of the department. In addition, it has created the Sanitary Code of Ingham County which utilizes Michigan's public health code to empower the Health Officer to enforce public health laws. The Sanitary Code was adopted in 1973 and has been amended three times since then. The first amendment is incorporated into the Sanitary Code. Two other amendments created a point of sale program to ensure inspection and repair of well and septic systems, and directed complaints of foodborne illness to ICHD. Three county resolutions of public health significance—the licensing of tobacco vendors, eliminating smoking in public places, and prohibiting the sale of electronic smoking devices to minors—are not part of the Sanitary Code.

Applicable Local Law:

- [Click here to view the Sanitary Code of Ingham County](#)
- [Click here to view ordinance eliminating smoking in public places and worksites](#)
- [Click here to view Resolution Prohibiting Sale of Electronic Cigarettes](#)
- [Click here to view Food Borne Illness Reporting](#)
- [Click here to view Pollution Prevention Program](#)

Governing Entity Relationship with ICHD

ICHD is a unit of government in Ingham County. Ingham County is governed by a fifteen- member Board of Commissioners, elected to four-year terms. The Board of Commissioners appoints the Health Officer to serve as the Director of ICHD and establishes through its annual budget process the personnel and other resources available to ICHD to carry out its statutory mission and any other duties assigned to it by the Board of Commissioners. ICHD's primary point of contact with elected officials is the Human Services Committee of the Board of Commissioners which oversees the Department's strategic and financial planning and contracting, and guides the Department on legislative matters.

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The Board of Commissioners has established administrative policies for the operation of all County departments. These include the operation of the personnel functions and the financial management functions (i.e. budgeting, general ledger, and purchasing). These functions are overseen by the County Controller, who is appointed by the Board of Commissioners as the County's Chief Administrative Officer. ICHD is bound by these policies and utilizes the resources of the Controller's Office (i.e. Human Resources Department, Financial Services Department, Purchasing Department, Budget Office, and IT Department) to implement all such functions.

Through its administrative processes, the Board of Commissioners negotiates agreements with several collective bargaining units and establishes a compensation plan for managers and confidential employees. Through these mechanisms, the job titles, classifications, wages and other terms of employment are established for all positions in ICHD. The Board of Commissioners charges the Human Resources Director, via the Controller, with the responsibility of implementing the collective bargaining agreements and the managerial compensation plan. The Health Officer utilizes these documents to employ and direct the staff of ICHD.

PA 30 of 1978 permits Counties to establish budget stabilization funds equal to fifteen percent of their budget. Ingham County utilizes this mechanism to the fullest extent possible in order to ensure continuation of County services, including public health services, in the event of a crisis.

Ingham County Board of Commissioners (2025) Ryan

Sebolt, Chairperson— District 9

Chris Trubac, Vice-Chairperson— District 3 Randy

Maiville, Vice-Chairperson Pro Tem— District 1

Karla Ruest— District 2 Todd

Tennis— District 4 Myles

Johnson— District 5 Rachel

Willis— District 6 Thomas

Morgan— District 7 Robert

Peña— District 8

Gabrielle Lawrence— District 10 Mark

Grebner— District 11 Irene Cahill —

District 12 Tanya Pratt— District 13

Mark Polsdofer — District 14

Monica Schafer — District 15

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2025 Human Services Committee (Board of Commissioners) Todd

Tennis, Chair
Irene Cahill, Vice Chair

Chris Trubac
Thomas Morgan
Rachel Willis Karla
Ruest Monica
Schafer

The Board of Commissioners appoints the Ingham County Board of Health. The Board of Health serves as an advisory body, assisting ICHD staff and the Board of Commissioners.

2024* Ingham County Board of Health Felicia

Eshragh, JD, MPH - Board Chair
A'Lynne Boles Dukes, MMA, CNA, CDP - Vice Chair

Marcus Cheatham, PhD Saturnino
(Nino) Rodriguez, PhD Gary Rowe, RS,
MS

Lauren Schnoebelen Abby
Schwartz, BA, MPH Barbara
Worgess, MPH

Irene Cahill, Board of Commissioners Liaison (2025)

- [Click here to view Board of Health](#)

*2025 board members pending.

ICHD operates a network of Federally Qualified Health Centers (FQHC) funded under section 330(e) of the Public Health Services Act and/or through the Act's Health Care for the Homeless provision, section 330(h). This designation is important because it enables these Health Centers to obtain grants made available only through the Act.

Under the Public Health Services Act, federally funded Community Health Centers must be governed by a Community Health Center Board. As a public entity FQHC, Ingham County is a co-applicant for HRSA funding with the CHC Board. The majority of the members of the CHC

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Board must be clients of the Community Health Center. This CHC Board oversees the implementation of the Section 330 grants and the operation of the network of Community Health Centers operated by ICHD. The Community Health Center Board partners with ICHD and the Board of Commissioners to implement health services for Ingham County residents through the network of community health centers. These services provide assurance that uninsured, under-insured, and low-income Ingham County residents have access to an organized system of health care.

2024* Ingham Community Health Center Board

**Mary Malloy, Chairperson
Garrett Wheat, Vice Chairperson
Aurelius Christian, Secretary**

**Katreva Bisbee Vincent
Hall Florensio Hernandez
Hope Lovell
Rahma Rizk**

**Todd Tennis, Board of Commissioners Liaison
Simon Verghese
Jody Washington**

- [Click here to view CHC Board of Directors](#)

***2025 board members pending.**

Indemnification of Employees for Civil Liability

Ingham County is insured through the Michigan Municipal Risk Management Authority (MMRMA). Coverage is extended to all County elected officials and employees, including Health Department employees, for acts and omissions while in the course of their employment and within their scope of authority. MMRMA provides for civil defense, and coverage of any civil judgment or settlement over and above the County's deductible. Ingham County purchases malpractice insurance for health care providers who require it. We purchase malpractice insurance for physicians and dentists from The Doctors Company.

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Delegation of Food Service Sanitation Program Responsibilities

ICHD contractually assigns partial authority to implement food service sanitation program responsibilities to Michigan State University for establishments on their property. These include the residence halls, stadium, ice arena, the Kellogg Hotel and Conference Center, the MSU Union, Sparty's Cafes, the Wharton Center, the Breslin Center, the International Center, the Agriculture Pavilion, Cowles House, the Dairy Store, the Golf Courses, and all other fixed, temporary, mobile and vending services. The Department's contract with MSU requires it to enforce 2000 PA 92, MCL 333.12534, MCL 722.113 and MCL 333.12506 and Chapter IV of the Ingham County Sanitary Code. The agreement requires MSU to keep records of inspections and violations as required by law, outlines when and how MSU must communicate with ICHD and details how ICHD shall oversee MSU's work. The agreement stipulates that all program enforcement and quality assurance shall be performed by ICHD.

- [Click here to view resolution regarding food service sanitation responsibilities at Michigan State University](#)
- [Click here to view 2017 Michigan State University's food service sanitation contract](#)

“Exposure Plan for Blood Borne Pathogens” and the “Chemical Hygiene Plan”

- [Click here to view ICHD's Workplace Injury Policy, including Exposure Plan](#)
- [Click Here to view ICHD's Chemical Hygiene Plan](#)

LOCAL HEALTH DEPARTMENT ORGANIZATION

LHD Organizational Structure

The Health Officer of a local health department is appointed by the governing board of the jurisdiction she or he serves. The Michigan Department of Health & Human Services verifies that a health officer meets the minimum qualifications outlined in the Administrative Code (325.13001). The Health Officer acts as the chief administrative officer of the local health department and must “Have powers necessary or appropriate to perform the duties and exercise the powers given by law to the local health officer and which are not otherwise prohibited by law.” The most serious of these powers relate to the declaration of “imminent danger to health or lives” which could lead to orders to restrain a condition, practice or person, and the issuance of emergency orders and procedures to include involuntary detention and

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treatment of persons in the event of an epidemic. Adenike Shoyinka, MD, MPH was appointed by MDHHS as the Medical Health Officer on February 18, 2023.

To assure that a proper representative of ICHD is always available to exercise the powers and duties of the Health Officer, the following Chain of Command is established in ICHD's Continuity of Operations Plan and through the adoption of this Plan of Organization supported by the Ingham County Board of Commissioners and by the Director of the MDHHS:

- a. *Brenda Gray, PhD, MPH, Deputy Health Officer -Public Health Services*
- b. *Anne Barna, MA, Deputy Health Officer-Administration*
- c. *Russel Kolski, MSA, BSN, Interim Deputy Health Officer/Executive Director
Community Health Centers*

In the event that the chain of command is activated, there will be no official Acting Health Officer. However, the above list identifies the person authorized to act with the authority vested in the Health Officer via statute, rule or policy.

The Accounting Unit is managed by the Chief Financial Officer. Jennifer Mora has been the Chief Financial Officer since 2023. The Accounting Unit is responsible for operating the financial aspects of ICHD including budgeting, accounting, billing and reporting, purchasing and also supports certain County wide functions like payroll. Accounting, like the rest of the County, utilizes MUNIS financial information system to generate reports to keep Department managers informed about their budget position.

Administrative functions for the Department are overseen by Anne Barna, the Deputy Health Officer-Administration, who leads the Community Health, Planning, and Partnerships work and acts as the Public Information Officer and the HIPAA Privacy Officer.

Health Department Administrative Staff:

Adenike Shoyinka, MD, MPH, Medical Health Officer

**Brenda Gray, PhD, MPH, Deputy Health Officer-Public Health Services
Anne Barna, MA, Deputy Health Officer-Administration**

**Russel Kolski, MSA, BSN, Interim Deputy Health Officer/Executive Director CHCs
Jennifer Mora, Chief Financial Officer**

Ronald Charles, MD, MHSA, Medical Director-Ingham Community Health Centers

**Jessica Yorke, BA, Health Promotion & Prevention Director
Rod McNeill, MHA, Environmental Health Director**

Sumeer Qurashi, MD, MPH Communicable Disease Control Director

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Sally Meyer, MPH, Maternal & Child Health Director

Medical Direction

Adenike Shoyinka, MD, MPH, serves as the Medical Health Officer providing medical direction and support to ICHD's administrative and Public Health Services operations. Ronald Charles, MD, is the Medical Director for the Community Health Centers and oversees the Health Center's standing orders and laboratories.

The position of Medical Examiner has been part of the functions of ICHD for many years. Since 2011, the Medical Examiner services for the county have been sub-contracted to Sparrow Hospital, now University of Michigan-Health Sparrow. Services are under the oversight of Michael Markey, MD. Dr. Markey is the Medical Director of UM Health-Sparrow Forensic Pathology Services and now serves as the Medical Examiner for Ingham County.

- [Click here to view the Resolution to Amend the Agreement with UM-Health Sparrow for Medical Examiner Services](#)

Department Structure

ICHD is organized into three overarching branches. One branch is Public Health Services where traditional and contemporary public health activities are located as well as Health & Resource Navigation. The second branch is Community Health Center Services, which houses our network of Federally Qualified Health Centers. Community Health, Planning, and Partnerships is the third branch and provides foundational capabilities, services, and programs that bridge both Public Health and Community Health Center services.

The Deputy Health Officer for Public Health Services is Brenda Gray, PhD, MPH. Public Health Services contains most of the public health functions that would be found in any other Health Department. There are approximately 130 FTEs working in Public Health Services which is divided into four divisions: Health Promotion and Prevention; Environmental Health; Communicable Disease Control; and Maternal and Child Health.

Jessica York, BA, directs the Health Promotion and Prevention division which includes Pathways to Care, Substance Use Disorder services, and Health & Resource Navigation services.

Rod McNeill, MHA, directs the department's Environmental Health division and oversees programs to prevent health and safety issues as they relate to the total environment. It has approximately 22 FTEs working in Public Health Services which has a budget of \$3,076,755. Environmental Health operates three program areas: Food and Facilities Programs (which includes the food service sanitation program), Land and Water Programs (including the water supply services and on-site sewage programs), and Prevention and Response programs.

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Sumeer Qurashi, MD, MPH manages the Communicable Disease Control division which includes Immunizations, the HIV/STI Prevention Program, and the TB/LTBI programs.

Sally Meyer, MPH, directs the Maternal and Child Health Division which includes Children's Special Health Care Services, Family Outreach Services, Native American Outreach Program, Nurse Family Partnership, Vision and Hearing, Maternal Infant Health Program, Childhood Lead, and Women, Infants, and Children (WIC) with a budget of \$7,376,724.

Russel Kolski, MSA, BSN, serves as the Interim Deputy Health Officer/Executive Director of the Ingham Community Health Centers. The Ingham Community Health Centers operate the network of Federally Qualified Health Centers described above and the supportive services related to them. The health centers serve approximately 24,000 unduplicated individuals per year with a budget of approximately \$37 million dollars. There are 150 FTEs of County employees, including FTEs directly employed and contractual providers (physicians, dentists, nurse practitioners, and physician assistants). Ronald Charles, MD, is the Medical Director for the Health Centers. Dr. Charles also serves as the director for the clinical laboratories. The Health Centers provide primary care, OB/GYN and pediatric health care services, adolescent health care, infectious disease specialty services as well as adult and pediatric oral health care. Most of those served are people who are eligible for Medicaid; people who do not have health insurance; or people who are enrolled in the Ingham Health Plan. The health centers must remain compliant with federal, state, and local funding sources and guidelines.

Anne Barna, MA, serves as the Deputy Health Officer-Administration and oversees ICHD's Community Health, Planning, and Partnerships (CHPP) services and programs. CHPP works to power data-informed decision-making and to address social determinants of health, while developing partnerships and engaging in planning to promote wellness and health equity throughout Ingham County. Services and programs include: Public Health Emergency Preparedness, Workforce Development and Training, Communications, and Innovation and Planning (comprised of Community Health Assessment, Grant Coordination, Health Equity and Social Justice, Information Technology, and AmeriCorps).

- [Click here to view ICHD Organizational Chart](#)

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Documentation of Approval of Local Health Department (LHD) Plan of Organization

The Ingham County Board of Commissioners are scheduled to approve the Plan of Organization on January 28, 2025.

Operating Budget and FTEs for Public Health Services

The annual operating budget of ICHD for 2025 is \$62,076,088 and was approved in the County's General Appropriations Resolution # 24-492. The Public Health Services and CHPP/Admin portion totals \$27,415,421 and is approximately 200 FTE. There are 350.25 full time equivalent positions employed in the Department at this time. The link below will take you to the controllers recommended budget. Please note the approved 2025 County Budget is not published online at this time but is expected to be out by the time of our 2025 site review. ICHD's budget summary is on page 13 (1-10) of this document.

- [Click here to view Controller's Recommended Budget for 2025](#)
- [Click here to view Ingham County 2025 General Appropriations Resolution](#)

Information Technology Capacity

The effective use of information technology is a priority for ICHD. Technology at ICHD is supported by Ingham County's Innovation and Technology Department (IT) and has support staff directly in the ICHD building. There are more than 350 computer users in seven different buildings using a Gigabit fiber backbone between IT and ICHD, and multiple high-speed connections reaching out to the remote sites. Every branch uses the enterprise email system. Each division also utilizes specialized applications appropriate to its needs. ICHD began redeveloping its website in 2020 and launched an updated, client-focused design in 2023. In addition, ICHD utilizes social media such as Facebook, X (formerly Twitter) and Instagram to distribute public health information and to gather input from stakeholders.

- ICHD is a member of the Michigan Health Information Network (MI-HIN). MI-HIN is a statewide entity legally, technically, and privately providing critical and comprehensive patient information to doctors, clinics, federally qualified health centers, hospitals, pharmacies, health insurance providers, and public health. MI-HIN represents a robust network of entities across the continuum of care that are connected by shared digital infrastructure and a set of standards, services, and policies.

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- Financial Services uses the County's MUNIS system to automate financial and personnel administration.
- The Environmental Health division (EH) uses FetchEH GIS applications to collect and analyze geospatial data including Arc/GIS. It also electronically tracks and stores data regarding EH program inspections in the area of food, water, sanitation, vector issues, permits, complaints and pollution prevention and makes this available to the public over the Internet. EH uses a paperless system for storing and retrieving well and septic reports, which it will modernize over the next two years with a PHIG funding investment.
- The Immunization clinic uses the EHR to track immunizations. Records are transferred via the MI-HIN to the Michigan Care Improvement Registry (MCIR).
- Emergency Preparedness uses the Michigan Health Alert Network, Michigan Critical Incident Management System (MICIMS)/WebEOC (communicate w/community partners), Michigan Volunteer Registry (w/volunteers), RAVE (w/staff), RightFax (w/physicians and pharmacies) and email (w/community partners, e.g. long-term cares, disability organizations, schools, physicians, childcare, etc.) to help prepare and react to emergency events.
- The Communicable Disease Control division also uses MCIR, Epi-X and the Michigan Health Alert Network. It uses the Michigan Disease Surveillance System to receive and update cases of reportable diseases.
- Community Health Assessment (CHA) uses the data collected by each group to report to the community on the overall health of Ingham County. It has also utilized Alchemer via membership in the Academy of Sciences (AOS) to collect data and share best practices from LHDs across the state. The CHA group also uses R and Q software to analyze public health data and PowerBI for visualizations.

Laptops, tablets and smartphones are used by staff on the Department's wireless network and when they are out in the community. Leadership team members utilize mobile technology to be more available to their staff or to be more accessible during an emergency. Since the COVID-19 pandemic, nearly all staff have the ability to work remotely.

The Innovation and Technology Department performs the backup and disaster recovery procedures. Backups happen nightly and are stored in multiple locations. Servers are in limited access secured rooms and all workstations lock after a period of time. IT uses multiple firewalls, anti-virus software, and spam filtering software to help reduce potential risks to data and infrastructure. Employees are given a Technology Use Policy and Computer Security Policy to help ensure IT security.

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- [Click here to view Use of County Resources \(Including IT\) Policy](#)

Accounting and Auditing

Documents related to department finances are attached below: the 2023 Comprehensive Annual Financial Report (produced at the end of each fiscal year when all audits are complete); the Ingham County Single Audit. The attached documents detail findings and Ingham County's response/corrective action addressing those findings.

ICHD did not have any significant issues or other findings that required corrective action.

- [Click here to view Ingham County 2023 Comprehensive Annual Report](#)
- [Click here to view Ingham County Audited Financial Statement 2022](#)

MISSION, VISION, AND VALUES

ICHD regularly shares its mission, vision, and values with stakeholders and employees through its website, annual report, and on-site signage. As part of a strategic planning process for the department for 2023-2026, ICHD worked with a consultant, Kulik Strategic Advisors, to evaluate and update the department's existing mission, vision, and values. Two themes were selected in the strategic plan: Theme 1- Improve internal infrastructure and Theme 2- Improve community health outcomes. Six goals were set: Goal 1.1 ICHD has a highly engaged, appreciated, representative, and skilled workforce. Goal 1.2 ICHD's services, programs, and functions are integrated to build shared identity and increase collaboration internally. Goal 1.3 ICHD increases sustainable funding aimed at priority public health concerns and reduces administrative burdens. Goal 2.1 ICHD improves health equity in a coordinated, systemic way in partnership with the community. Goal 2.2 ICHD improves population health through its support of the Healthy! Capital Counties CHIP Priorities and expansion of chronic disease prevention efforts. Goal 2.3 ICHD will promote the practice of public health and healthcare for the underserved through collaboration and messaging.

Mission

Prior to October 2016

The ICHD has the statutory responsibility to protect and promote the public's health. The Department shall administer programs to prevent and control

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environmental hazards, prevent and control disease and prevent and control health problems in vulnerable populations. The Department will assess and monitor the health status of Ingham County, identify major health problems, and develop strategies through a community-based process to achieve the highest level of health possible for Ingham County residents.

Adopted October 2016

To protect, improve, and advocate for the optimum health and well-being of our community by identifying and advancing the conditions under which all people can achieve optimum health.

Adopted October 2023

To protect, improve, and advocate for the health and well-being of all Ingham County residents.

Vision

Adopted October 2016

Excellence in health and well-being for all, honoring our diverse community.

Adopted October 2023

Ingham County Health Department is a trusted leader in providing excellent, reliable services, and a partner in creating an equitable community for the health and well-being of all.

Core Values

We frequently refer to the Core Values in describing how we want to relate to our clients and each other. The Core Values, which were slightly modified in 2023, are displayed prominently on the website, in social media, and in public and work areas of all the Department's facilities. The values are:

***Health Equity & Social Justice:** We improve the health of the entire community by working toward a fair and just distribution of the social opportunities needed to achieve well-being, challenging inequities and barriers to social, economic, and environmental opportunity.*

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Respect for Others: We see the value of all people, understanding their unique strengths and challenges with compassion and respect.

Service Excellence: We serve people and our communities to the best of our ability, and continuously improve our performance.

Accountability: We are accountable for the quality, integrity and validity of our work.

Continuous Mutual Learning: We are committed to learning through the experience and insight of others.

Innovation: We seek new approaches and progressive solutions to problems, embracing change and accepting reasonable risk.

The Mission Statement, Vision and Core Values are publicized on ICHD's website and in other documents including the strategic plan.

- [Click here to view ICHD's website](#)
- [Click here to view ICHD's 2023-26 Strategic Plan](#)

LOCAL PLANNING AND COLLABORATION INITIATIVES

Priorities

Community Health Assessment Priorities

Beginning in 2011, ICHD, in conjunction with Barry-Eaton District Health Department, Mid-Michigan District Health Department, UM Health-Sparrow, and McLaren Greater Lansing, has conducted a community health assessment (CHA) project called Healthy! Capital Counties every three years, which includes Clinton, Eaton, and Ingham counties. This regional community health assessment encompasses the tri-county area and contains county and sub-county level statistics. In 2024, the aforementioned organizations, participated in a fifth cycle of community health assessment and published an updated Community Health Assessment report. The data presented in this report is a combination of primary and secondary sources. Primary data was gathered by local health departments directly from the source through surveys and focus groups. Secondary data was collected by other entities such as Michigan Profile for Healthy

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Youth Survey (MiPHY) and American Community Survey (ACS), U.S. Census Bureau for purposes other than the Community Health Assessment.

Data collected for the HICC project includes both quantitative and qualitative components.

Quantitative data consisted of numerical information, such as statistics and measurements. Qualitative data was gathered through focus groups and captured participants' experiences and perspectives in written form. The community strategic priorities (generated with community and institutional input) developed as a result of that assessment are:

- a. *Healthcare Access*
- b. *Behavioral Health (Mental Health & Substance Use)*
- c. *Housing*

Community Health Improvement Plans (CHIP) based upon Cycles 4 and 5 of Healthy! Capital Counties

Cycle 4 of Healthy! Capital Counties resulted in a 2022-2024 Community Health Improvement Plan to address the priority areas identified by the community. While HICC partners have worked together on the CHA portion of the project for more than a decade, cycle 4 was the first collaborative CHIP.

- [Click here for the Cycle 4 CHIP](#)

Cycle 5 of Healthy! Capital Counties (HICC) is nearly complete and an updated 2025-2027 CHIP based upon the aforementioned priorities will be completed in early 2025. HICC uses the Mobilizing for Action through Planning and Partnerships (MAPP) 2.0 model, an equity-centered and community-driven strategic planning process. Community voices are included via surveys, focus groups and stakeholder representation. MAPP is a widely used evidence-based framework for community health improvement that was developed by the National Association of County and City Health Officials (NACCHO) and the Centers for Disease Control and Prevention (CDC). The model explores priorities in three categories: "Systems of Power, Privilege, and Oppression," "Social Determinants of Health," and "Health Behaviors or Health Outcomes."

The CHIP will be developed using CHA data, asset mapping process, and prioritization for the capital region of Clinton, Eaton and Ingham counties. A workshop to bring stakeholders together in planning objectives will take place in January 2025. Priorities to be addressed in the CHIP are similar to the previous cycle and include: 1) Healthcare Access, 2) Behavioral Health (Mental Health & Substance Use), and 3) Housing. The plan recognizes that everyone's contribution is important to help advance and monitor the implementation of the plan.

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This is the second iteration of a coordinated effort at community health improvement planning. Some strategies included in this plan are regional in nature and others are more specific to Ingham County or a neighborhood within. Monitoring of implementation will follow a similar process as the last cycle with tracking/reporting progress twice a year. The community at large will be informed about the interim updates through a presentation.

- [Click here for Cycle 5 CHA report/update](#)

County Priorities

Since 1993 the work of Ingham County Government has been guided by a strategic plan reviewed by the Board of Commissioners. As part of the planning process, ICHD provides input to the Controller's Office. The Commissioners accept or modify the recommendations and incorporate them in the Strategic Plan. Commissioners use the plan to guide appropriations, budgetary and personnel decisions. The 2024-2028 plan contains the County's mission and vision statement and six overarching, long-term goals. Those goals are:

1. *Service to Residents*
2. *Community Engagement*
3. *Public Health & Safety*
4. *Recreational Opportunities*
5. *Roads & Infrastructure*
6. *Good Government*

Eight objectives in the Strategic Plan directly relate to current efforts and priorities in the health department.

- Public health and health care services, programs, and functions will be integrated to improve health outcomes.
- Support community efforts to address affordable housing needs.
- Increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.
- Promote the practice of public health and safety through collaboration and messaging.
- Assess and develop a program to collocate mental health crisis workers in Central Dispatch, public health, and other applicable departments, to divert appropriate mental health-related calls received with the goal of engaging the caller in addressing mental health issues in the mental health treatment system as opposed to the criminal justice system.

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- Increase resilience and capacity to prepare for and respond to emergencies and incidents.
 - Reduce violence in Ingham County by supporting community engagement, stronger neighborhoods and helping to coordinate violence prevention efforts.
 - Consider the public health impacts of every county decision.
- [Click here to view 2024-28 Ingham County Strategic Plan](#)

ICHD's 2023-2026 Strategic Plan

Background

ICHD had a robust 2017-2019 strategic plan, meeting nearly all goals and objectives. Unfortunately, capacity was lost through the COVID-19 pandemic and the department went without a plan for three years. ICHD hired consulting firm Kulik Strategic Advisers (KSA) in January 2023 to help the department realign under a new strategic plan post-pandemic.

The Strategic Planning Process

Strategic planning was conducted in five project phases, January through June 2023. Under the guidance of the consultant, ICHD formed a steering committee for the process and worked closely with the Leadership team. Site visits with facilitated conversation occurred with all team at all ICHD buildings, ensuring critical input from all staff. Focus groups and key informant interviews captured community perspectives.

Timeline of Key Strategic Planning Activities for the 2024-2026 Plan

- *February 2023*
Kickoff Meeting
- *March 2023*
Interviews/Focus Groups with 29 Key Internal Informants, 31 External Informants (Community Partners)
- *April 2023*
Strategic Planning Retreat for Leadership Team members
- *May 2023*
Developed list of proposed goals

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- *June 2023*
Survey of all staff to rank the eight proposed goal statements
- *July 2023*
Developed final set of six goals in two theme areas
- *Aug-Sept 2023*
Conducted Staff Feedback Project to collect ideas from all staff on possible objectives or actions to address the six goals. Utilized over 15 sets flip chart paper input sheets posted in nearly every area and clinic of the health department and health centers, as well as virtual option.
- *September 2023*
Executive Team revised Mission, Vision, and Values based on input from the April Strategic Planning Retreat
- *October 2023*
Results of Staff Feedback Project shared, and Objective writing begins
- *Nov-Dec 2023*
Committees, Leadership Team, Branches, and Divisions determine the strategic plan objectives for FY 2024
- *January 2024*
FY 2024 Objectives finalized
- *March 2024*
Strategic Plan Published

The leadership team reviewed its mission, vision and core values and finalized minor changes (detailed on pages 18 and 19 of this Plan of Organization). The team attended a Strategic Planning Retreat in April 2023 and conducted a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis and a Strengths, Opportunities, Aspirations and Results (SOAR) Brainstorming. As a result of the SWOT, SOAR, staff engagement activities, and documentation review, ICHD came up with two themes, each with three goals:

- Theme 1: ICHD will improve internal infrastructure.
 - ICHD has a highly engaged, appreciated, representative, and skilled workforce.
 - ICHD's services, programs, and functions are integrated to build shared identity and increase collaboration internally.
 - ICHD increases sustainable funding aimed at priority public health concerns and reduces administrative burdens.

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- *Theme 2: ICHD will improve community health outcomes.*
 - ICHD improves health equity in a coordinated, systemic way in partnership with the community.
 - ICHD improves population health through its support of the Healthy! Capital Counties CHIP Priorities and expansion of chronic disease prevention efforts.
 - ICHD will promote the practice of public health and healthcare for the underserved through collaboration and messaging.

Also, it should be noted that the Community Health Centers are included in the strategic planning process, but also have a requirement to conduct a strategic planning process with its board of directors as required by the federal government. To address the primary care needs of the medically underserved residents of Ingham County, ICHD formed the Community Health Care Services unit in the 1970s. This unit is home to the Ingham Community Health Centers (ICHC), which operate primary care centers in locations throughout the City of Lansing. ICHD was the first public-entity administered FQHC in the state. ICHC services are designed and coordinated to serve the area's most vulnerable populations. It also stands as a testimony to the Health Department's, County's, and the community's commitment to improve health, reduce health disparities, and address a multitude of significant health and social issues, including access to quality health care. (Source: Performance Measures for the Health Department)

Alignment with Ingham County Health Department Plans

Connection to the Healthy! Capital Counties Health Improvement Plan

As previously mentioned, the Ingham County Health Department is an active participant in the Healthy! Capital Counties project which is convened and co-facilitated by three local health departments (Ingham County Health Department, Barry-Eaton District Health Department and Mid-Michigan District Health Department). The Community Health Improvement Plan (CHIP) from Cycle 5 of Healthy! Capital Counties will have three priority areas: 1) Healthcare Access, 2) Behavioral Health (Mental Health & Substance Use), and 3) Housing. All three priorities were priorities in Cycle 4.

Connection to Quality Improvement, Workforce Development and Performance Management

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As a governmental public health agency accountable to the local and state authorities, but also to the taxpayers, it is important to be good stewards and to utilize our resources as effectively and efficiently as possible. The strategic plan outlines our process to improve and enhance our operations.

The agency's Performance Management and Quality Improvement Committees works with agency staff and provide assistance with identified measures and quality improvement initiatives. While this work was largely paused during COVID-19 response, ICHD is in the process of relaunching, knowing that it is critical that we monitor our progress and identify opportunities for quality improvement initiatives.

- [Click here for ICHD's 2024-2026 Strategic Plan](#)

Priority Projects

ICHD works to strengthen and expand programming in response to aforementioned ICHD strategic planning goals, Ingham County strategic planning objectives, and priorities identified in the CHA/CHIP. Activities, both ongoing and new, are listed below.

New efforts and initiatives include:

- Housing – To advance access to safe and affordable housing in Ingham County, ICHD is an active participant in the Regional Housing Plan a MSHDA initiative; has received a MDHHS Good Housing=Good Health grant which it used it to create and hire two Housing-CHWs and develop a housing resource guide; is engaged with the County's Housing Trust Fund; and renewed its AmeriCorps State program with a change of focus now on Healthy Homes.
- Advance Peace- In partnership with MPHI and the City of Lansing, Ingham County has supported the implementation of this proven model to prevent retaliatory gun violence in the community.
- Mobile Health- To support COVID-19 response, ICHD acquired a mobile health unit that has allowed it to bring vaccines, health screenings and other preventive health services to places where people live, socialize and work increasing access to care for vulnerable or hard-to-reach populations.
- Neighborhood Wellness Center-

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- Workforce Development- COVID-19 caused significant stress and burnout in the public health workforce at all levels (local, state and federal). To address the issue and improve job satisfaction and retention, ICHD hired a Workforce Development Coordinator and launched a Workforce Development Committee in 2022. The Workforce Development Committee also helps coordinate interns and students in a learning experience.
- AmeriCorps Public Health- The national AmeriCorps program created a public health focused national service program in response to public health workforce needs exacerbated by and identified during the COVID-19 pandemic. ICHD became a state program grantee in 2023. The program aims to increase healthcare access, racial equity, community resilience, and public health workforce development. The program placed 16 members in local host sites including the Michigan Association for Local Public Health (MALPHO, the Lansing School District and the Allen Neighborhood Center.
- Ingham Opioid Awareness Prevention Initiative (IOAPI)- Although the IOAPI launched in 2015, the collaborative and expanded upon programming with the development of an Overdose Spike Action Team, expansion and mapping of naloxone vending machines, and advocacy for people with substance use disorder.
- Health Equity Council- ICHD launched the Health Equity Council with a grant from MPH/MDHHS. The HEC includes 15 community members who work with ICHD and the Capital Area Health Alliance (CAHA) to support efforts to reduce COVID-19 disparities and more broadly support and offer input on health equity and social justice issued in the health department.
- Black Doula Cohort- The Maternal Child Health Division is working to train and support new Black doulas who will serve BIPOC families in the community. ICHD is pursuing a second cohort currently and hopes to include broader policy advocacy work in this next phase of the project.

Ongoing programs include:

- Toxicology Programs – This program includes radon testing, mercury spill response, residential indoor and outdoor air testing, clandestine drug laboratory response, sites of environmental contamination evaluation, and issues of other potential polluting materials.
- Food and Facilities Programs – The food safety program is involved with conducting inspections of restaurants, temporary food services, and vending machines and handling consumer complaints. Food handlers receive educational classes and information.

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Inspections are also done for day care centers, adult foster care homes, mobile home parks, campgrounds, tattoo parlors, and swimming pools.

- Land and Water Programs – These programs involve private water supply systems, on-site septic systems, vacant land evaluations, private home transfer evaluations, evaluations for remodeling, wells, surface water monitoring, and sanitary complaints. Private home transfers come under the new Point of Sale (POS) program.
- Prevention and Response Programs – These programs include pollution incident prevention plans, SARA III-Community Right to Know, solid waste management, recycling, plan review for new businesses, hazardous waste inspections, household hazardous collections, Emergency Management Planning and Response and the Community Surface Water Monitoring Program.
- Communicable Disease Control – The Disease Control Division is charged with the responsibility for surveillance, investigation, and prevention and control of communicable diseases in Ingham County. The tuberculosis (TB) prevention and control program activities are part of the Communicable Disease Control Division.
- HIV/STI Prevention, Control, and Care Program – ICHD’s HIV/STI program is a comprehensive, integrated, and multifaceted program focused on preventing the transmission of sexually transmitted infections (STIs), particularly HIV. Primary prevention, education, individual risk reduction, counseling, and testing are provided at no cost to county residents. Ongoing STI education is provided to department staff, schools, college students, health care workers, faith-based groups, and employees at worksites.
- Immunization Clinic – Immunization program activities include routine childhood and adult vaccines, administering Vaccines for Children (VFC) and MI-VFC programs, administering the School Immunization Reporting System (SIRS), educating private providers on immunization practices and vaccine storage and handling, operating a mass immunization campaign for influenza, providing immunizations in the event of a disease outbreak, providing international travelers with health information and vaccines and regional coordination of vaccination clinics as needed.
- Pathways to Care- Pathways to Care is a home visiting program staffed by Community Health Workers who assist Medicaid-eligible, adult community members in overcoming obstacles related to accessing necessary care. The purpose of the program is to support clients to live longer, healthier lives by improving their access to preventive health services covered by Medicaid. The program also offers “Pathways to Care New Beginnings” to work specifically with jail residents who have substance use disorder. In both Pathways programs, Community Health Workers serve as liaisons between clients, community, and medical and social service systems to streamline health care services. Pathways to Care benefits clients by:

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- Enhancing participants' ability to communicate with healthcare providers
- Providing culturally and linguistically appropriate health information and resources
- Advocating for individual and community health
- Providing referral and follow-up services
- Care coordination
- Health & Resource Navigation: Staff assess the eligibility of families and individuals and assists them in applying for a variety of health programs including:
 - Healthy Kids program
 - MIChild health insurance program
 - Healthy Michigan Plan
 - Maternal Outpatient Medical Services (MOMS)
 - Ingham Health Plan (IHP)
 - Ingham County Prescription Discount Card
 - ICHD is a certified navigator organization assisting consumers with health coverage options available through the marketplace.
- Maternal-Child Health Home Visiting Programs - staff provide a variety of services and activities within the community including prevention, education, case management and care coordination, and dissemination of community resources.
 - *Nurse Family Partnership*: Nurse-Family Partnership helps vulnerable first-time mothers and their babies. Through ongoing home visits (until the child is two years old) from registered nurses, mothers receive the care and support they need to have a healthy pregnancy, provide responsible and competent care to their infants and toddlers, and become more economically self-sufficient.
 - *Maternal Infant Health Program (MIHP)*: Support and education is offered to mothers in their homes, and transportation to medical visits is provided. Additionally, advocates link women to other community resources and supports to prepare them for the birth of their child.
 - *Family Outreach Service*: Family Outreach Services (FOS) is one of the home visiting programs of the Public Health Services Division the program uses non-medical public health professionals (called Advocates) to assist families in their psycho-social needs.
- Children's Special Health Care Services - The program provides in home intensive case management for medically fragile children who receive private duty nursing care in the home. These services enable children to remain in their own homes and out of acute or long-term care settings.
- Lead Prevention Program –We continue to provide case management utilizing public health nursing and environmental screening follow-up to children identified with

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elevated blood lead levels. ICHD partners with City of Lansing to reach families (especially renters) to educate them about childhood lead.

- Women, Infants, and Children (WIC) Program - The principal goal of the WIC program is to eliminate nutritional deficiency as a contributing factor in neonatal death, low birth weight, and other significant health problems of children and pregnant or breastfeeding mothers. Clients are eligible for the program for several reasons including poor diet, low iron, weight abnormality, and other risks as defined by the State WIC Office.
- Hearing and Vision Screening Program- The goal of the hearing program is to prevent childhood hearing loss or to initiate steps to alleviate and reduce the trauma of hearing loss. The goal of the vision program is to promote eye health of children and the specified populations through prevention, identification, treatment, and health education. The technicians who conduct the screenings are trained and regularly evaluated by the Michigan Department of Health and Human Services to assure that the tests are administered properly. Children who do not pass the hearing or vision screening tests are referred for evaluation to a physician or optometrist. Families who need assistance with the securing of hearing aids, other adaptive equipment, or eyeglasses are referred to the appropriate community resource.
- Ingham Community Health Centers- Our network of Federally Qualified Health Centers (FQHCs) assures accessible healthcare. To meet the needs of the community, different health centers target different barriers or hard to reach populations in order to improve accessibility. All of our centers provide services to people regardless of financial means and immigration status, but some centers focus on additional barriers. Birch Health Center is located in the main office of Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) so that persons with moderate to severe mental health problems can obtain primary care without traveling to another site. At Forest Community Health Center we host CMHA-CEI providers to serve persons with mild to moderate mental health problems in the place where they receive their primary care. Forest Community Health Center also houses a Dental Clinic and pharmacy. Cedar Community Health Center-Pediatrics and Cedar Community Health Center Women's Health are located in the same building with other popular maternal and child health programs (i.e. WIC and Immunizations). Our school-based health centers and free-standing school-linked center offer health services to teen and young adults in a convenient and familiar setting.
 - *Social supports in the Community Health Centers*- Social workers and Community Health Workers are embedded within the clinical settings and connect patients and clients to resources to meet their basic needs including food and shelter.
 - *Mobile Dental Center*- brings preventive and restorative dental services directly to schools and offers care regardless of insurance status or ability to pay. The

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program prioritizes rural and low-income schools, but all in-county schools may participate. In 2015, a \$500,000 grant from the Human Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services funded the fully-equipped, accessible bus in addition to other equipment.

Community Partnerships and Collaborative Efforts

To accomplish its mission to protect, improve, and advocate for the health and well-being of all Ingham County residents, ICHD recognizes that partnerships, collaboration and external relationships are essential. In community relationships, ICHD uses the Spectrum of Community Engagement to Ownership model, aiming to move beyond simply informing the community of initiatives to centering community power and ownership. ICHD has broad and expansive partnerships. Partnerships may be focused on health outreach, community collaboratives, or other special project or social determinates of health programming.

Health Outreach

ICHD works with many groups and organizations in the community. Health outreach partners identify uninsured residents and assist those who are eligible with enrollment in Medicaid, insurance plans, or other benefit programs such as the Ingham Health Plan. They also help those they serve to establish a medical home of their choosing and to use the coverage available to them for basic primary and preventive care. Outreach partners also connect residents with other useful services and resources while helping strengthen social connections in neighborhoods. Outreach partners with ICHD include:

- [Allen Neighborhood Center](#)
- [Capital Area Community Services](#)
- [Care Free Medical Clinic](#)
- [Cristo Rey Community Center](#)
- [Family & Community Development Services](#)
- [Northwest Initiative](#)
- [Southside Community Coalition](#)
- [St. Vincent Catholic Charities](#)
- [Epicenter of Worship](#)
- [Refugee Development Center](#)

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Community Collaboratives

ICHHD is part of a variety of local and regional collaboratives or groups that are collectively engaged in protecting the health and safety of mid-Michigan residents and creating a healthy living environment. These organizations include the following:

- [Capital Area Health Alliance \(CAHA\)](#), CAHA is a regional hub for organizations with interest in health and health care. ICHHD participate in CAHA committees such as the Whole Person Care Committee and the Capital Area Community Nursing Network. ICHHD and CAHA also jointly support the Ingham Health Equity Council.
- [Ingham Substance Abuse Prevention Coalition \(ISAPC\)](#) – is dedicated to reducing the harm caused by addiction and substance abuse in Ingham County. ISAPC is made up of a broad array of community stakeholders, assesses the needs of specific populations at highest risk of substance use/abuse, shares relevant local data, prioritizes needs, and plans implementation of evidence-based strategies to prevent and reduce substance use/abuse.
- [Power of We Consortium \(PWC\)](#) – ICHHD is part of the Power of We Consortium (PWC) staffed by the Capital Area United Way, an inclusive planning and implementation multi-purpose collaborative body of over 250 human services, non-profit, governmental, faith-based, and business sector stakeholders that promote systems reform in Ingham County. The PWC is often referred to as a “community collaborative” or a “network of networks” and capitalizes on the power of social capital (such as trust, civic involvement, and connection) and diversity to achieve positive results for the community.
- [South Central Regional Housing Partnership-](#) Tri-County Regional Planning Commission, in partnership with the Capital Area Housing Partnership (CAHP), is leads the RHP effort for the tri-county region, serving Clinton, Eaton, and Ingham counties. ICHHD staff are part of the steering committee and serve on the working groups.
- [Ingham Opioid Awareness Prevention Initiative \(IOAPI\)](#) - The cross-sector group includes law enforcement, emergency medical services, local hospitals, treatment facilities, and community groups. They aim to increase understanding of the growing problem of opioid abuse, and ultimately, to decrease the number of overdoses and opioid-related deaths. ICHHD provides the staffing support for this coalition through funding from the Mid-State Health Network.
- [Sugar Smart Coalition-](#) The SSC is committed to advocacy, education, equitable practice and policy that improves healthy food and beverage options and choices.
- [Region 7 Perinatal Quality Collaborative-](#) Clinton, Eaton and Ingham counties work together and with MDHHS to improve disparate birth outcomes and infant health.

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Other Projects

ICHHD, in addition to initiating community partnerships, also collaborates in community activities that benefit the health and wellbeing of Ingham County residents. Some of these collaborations include:

- [Healthy! Capital Counties](#) - Healthy! Capital Counties (H!CC) is a regional community health assessment and prioritization project undertaken by the local hospital systems (UM Health Sparrow , McLaren Greater Lansing, and Eaton Rapids Medical Center) and the three local health departments (Barry-Eaton District Health Department, ICHD, and Mid-Michigan District Health Department) serving Clinton, Eaton, and Ingham counties.
- [AmeriCorps](#) – ICHD AmeriCorps programs place service in host sites across the community to engage in direct service or capacity building that ultimately improves the health of the community. In 2023-24, ICHD placed 28 AmeriCorps members in 15 host sites.
- [Health Equity Council](#)- In 2022, Ingham County Health Department (ICHHD) and Capital Area Health Alliance (CAHA) created a Regional Health Equity Council (HEC) to combat COVID-19-related inequities and risk factors among Black Indigenous, and People of Color (BIPOC) communities within Ingham County. The Council is made up of community members and community organizations experienced in working with minority populations disproportionately impacted by COVID-19.
- [Advance Peace](#)- In partnership with MPHI and the City of Lansing, Ingham County has supported the implementation of this proven model to prevent retaliatory gun violence in the community. The program launched in 2022.

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SERVICE DELIVERY

Locations and Hours

ICHD's main campus in south Lansing (5303 S. Cedar St., Building #3, 2nd Floor, Lansing, MI 48911) offers traditional public and population health services including Emergency Preparedness, Health Education, Nutrition, Immunizations, WIC, some communicable disease control programs including tuberculosis services, public health nursing including maternal and child health services, and environmental health services including onsite sewage, food service sanitation and pollution prevention programs. Regular office hours are Monday – Friday 8 a.m. to 5 p.m. The Immunization Clinic is open Monday, Tuesday, and Friday 9:30 a.m. to 4:00 p.m., Wednesday 9:30 a.m. to 5:30 p.m., and Thursday 1:00 p.m. to 4:00 p.m. The Immunization Clinic offers appointments for Ingham County residents and limited walk-in appointments are available on a first come first serve basis.

Clinical services are offered at the main campus (Cedar Community Health Center) through two clinics: Cedar Pediatrics and Women's Health Center. Clinical Services are also offered off campus through the following clinics: The Allen Community Health Center, Birch Community Health Center, Eastern Community Health Center, Everett Community Health Center, Forest Community Health Center, Gardner Community Health Center, Pattengill Community Health Center, and Sexton Community Health Center. The clinics utilize social workers, nutritionists, nurse practitioners, physician assistants and physicians to provide comprehensive primary care services to low-income residents, through extended hours described below. The HIV/STI program is located Forest Community Health Center.

Main Campus:

Cedar Community Health Center-Pediatrics

Human Services Building

5303 S. Cedar St.

Lansing, MI 48911

Phone: 517-887-4305

Hours of Operation M-

F: 8am-5pm

Pediatrics provides the following services to children 0-17 years of age and older:

- Primary Pediatric Health Services
- Well Child visits
- Immunization Services

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- Sick visits and follow up
- Nutritional Services
- Behavioral Health Services

Cedar Community Health Center Women's Health

Human Services Building
5303 S. Cedar St.
Lansing, MI 48911
Phone: 517-887-4320

**Hours of Operation M-
F: 8am-5pm**

Women's Health provides the following services to women 18 years of age and older:

- Prenatal services
- Obstetrics
- Family planning (Title X)
- Maternal Infant Health Program
- Gynecology services
- Minor surgical procedures
- Pregnancy testing
- Nutritional counseling
- Behavioral Health Services
- Breast and Cervical cancer screenings

Off Campus:

Allen Community Health
Center 1601 E. Kalamazoo
Street Lansing, MI 48912
Phone: 517-679-2880

**Hours of Operation M-
F 8am-5pm**

Located in the Allen Neighborhood Center, Allen Community Health Center provides the following services:

- Adult health care

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- Preventative care
- Disease management
- Immunizations
- Women's Health
- Nutrition counseling
- Community resource support
- Behavioral/mental health services
- Substance abuse screening and treatment
- On-site health care enrollment

Birch Community Health Center

812 E. Jolly Rd., Suite 112
Lansing, MI 48910
Phone: 517-244-8030

Hours of Operation M-
F 8am-5pm

Birch Health Center is a joint effort between ICHD and Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) to provide medical care to patients who also receive mental health services. The center is a family practice community health center located in the Community Mental Health. The Health Center began operations in April 2013. Birch Health Center is located in the Community Mental Health building on the 1st floor. Birch Health Center provides the following services to adults 18 years of age and older:

- Servicing CMH patients
- General family practice services
- Annual physicals
- Gynecological services
- Minor office procedures
- Behavioral health counseling
- Nutritional services
- Preventative health services

Eastern Community Health Center

626 Marshall Street, Room 800
Lansing, MI 48912
Phone: 517-244-8014

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**Hours of Operation M-
F 7am-4pm**

Eastern Health Center is located in the Eastern High School building on the 1st floor. Eastern Health Center provides the following services to people ages 5-25 years old:

- Primary medical care
- Treatment of minor illnesses and injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

Everett Community Health Center

**3900 Stabler Street
Lansing, MI 48910
Phone: 517-272-4104**

**Hours of Operation M-
F 7am-4pm**

Everett Community Health Center, located in Everett High School, provides behavioral health screening and assessment.

Forest Community Health

Center 2316 South Cedar Street
Lansing, MI 48910
Phone: 517-887-4302

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Hours of Operation M-F: 8am-5pm

Forest provides the following services to adults 18 years of age and older:

- Primary care health services
- Preventative services
- Chronic disease management
- Minor office procedures
- Gynecological services
- Specialty referrals
- Ryan White HIV Care Services for adults age 18 and older (16-17-year-old upon consultation)
- Case management
- Behavioral health services
- Nutrition counseling
- Dental Care (all ages, M-F: 8am-5pm)
- Pharmacy (all ages, M-Th8:30am-6:30pm and F: 8:30am-5pm)

*Public Health HIV/STI Services are also located at Forest

Gardner Community Health Center

**333 Dahlia Drive
Lansing, MI 48911
Phone: 517-272-4115**

**Hours of Operation M-F
7:30am-4:30pm**

Gardner Community Health Center, located in Gardner International Magnet School, provides behavioral health screening and assessment.

Pattengill Community Health Center

**815 N. Fairview, Room 100
Lansing, MI 48912
Phone: 517-887-4349**

**Hours of Operation M-F
7:30am-4:30pm**

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Pattengill Community Health Center, located in Pattengill Biotechnical Magnet School, provides behavioral health screening and assessment.

Sexton Community Health Center

**102 S. McPherson Ave.
Lansing, MI 48915**

Phone: 517-244-8041, option 6

**Hours of Operation M-
F 7am-4pm**

Sexton Health Center is located in the Sexton High School building. Sexton Health Center provides the following services for students at Sexton High School and all students in the Lansing School District:

- Primary medical care
- Treatment of minor illnesses and injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

Willow Community Health Center

**1115 S. Pennsylvania Ave.
Lansing, MI 48912**

Phone: 517-702-3500

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**Hours of Operation M-
F: 8am-5pm**

Willow Health Center provides the following services to adolescents ages 5-25 years old:

- Primary Medical Care
- Treatment of Minor/Chronic Illnesses
- Physicals (school, sports, work, and yearly)
- Health Education (every visit)
- Immunizations
- Counseling Services
- Referrals to Agencies and Services Within the Community
- Birth Control Options
- Contraceptive Supplies
- Emergency Contraception
- HIV Counseling and Testing
- Physical Exam
- Pregnancy Testing
- Sexually Transmitted Infection Checks

REPORTING AND EVALUATION

Evaluation

Ingham County government has developed metrics it calls activity indicators, which it uses to benchmark the performance of ICHD and other County units. The Board of Commissioners and the Controller's Office require ICHD to develop activity indicators in every area of its work, to report annually on them, and to forecast future levels of activity. Over the years ICHD has incorporated the some of its activity indicators into its annual report so that those indicators would be available, not just to the Controller and the Board of Commissioners, but the public, department employees, and anyone exposed to the annual report.

Many of the evaluative methods involve presumptive associations or activities correlated to outcome measures. Additionally, performance monitoring systems that generate feedback to the County Commissioners and ICHD on public health activities are important activities.

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Performance Management and Quality Improvement Activities

**** During COVID-19 PM/QI activities that were established in 2018 largely ceased due to limited staffing capacity. In 2023, ICHD received a technical assistance grant to revitalize and relaunch activities. It has since been working with MSU Institute for Health Policy to reestablish these committees and processes.**

The Performance Management (PM) and Quality Improvement (QI) committees are responsible for performance management activities for Public Health Services and Community Health Planning and Partnerships/Administration. Ingham County Health Department (ICHD) has collected data on Performance Measures and Activity Indicators since 2008. Each of the four Public Health Services (PHS) divisions and Administration/Community Health, Planning, and Partnerships (CHPP) has collected the information and reported it on an annual basis to the department's governing entity, the Ingham County Board of Commissioners (BOC), through the Controller's Office and the department's annual report.

In 2018, ICHD created formal Quality Improvement and Performance Management Plans for the Public Health Services and Community Health, Planning, and Partnerships branches that charge the Quality Improvement (QI) Committee to implement its Performance Management System. One key task for this group is to monitor the achievement of organizational objectives. The QI Committee monitors progress on the activities that support Ingham County's strategic plan, the health department's strategic plan, and the Community Health Improvement Plan (CHIP) developed from the Healthy! Capital Counties Community Health Assessments. These three documents contain the department's performance standards, including goals, targets and indicators. Progress on Ingham County's strategic plan is reported to members of the QI Committee, the ICHD leadership team, and the Board of Commissioners. Progress on ICHD's strategic plan is reported to the Deputy Health Officer-Administration by the champions for each area that are identified in the plan. Progress on the CHIP is collected from the responsible parties identified in the CHIP by the Health Analyst-Healthy Communities. Multiple ICHD staff members have undergone performance management and/or quality improvement training with MPHI and/or other entities.

Communication/Reporting Activities

ICHD employs health communication, risk communication, social marketing and public relations strategies to promote health across Ingham County. In 2014 ICHD hired a full time Health Communications Specialist. This has allowed the Department to plan and focus its communication activities. It has also allowed staff to develop communication-based

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interventions and messaging based upon behavioral and social learning theories to positively influence the health behaviors and health beliefs of county residents. To reach county residents, ICHD engages in strategic communications, which include paid and earned media across digital and traditional platforms, to support ICHD's mission, goals and objectives, strategic plan and community health needs assessment. ICHD analyzes and solicits data via survey tools and focus groups to inform communication strategies (formative evaluation) and evaluates the overall outcomes of communications through social media and web metrics in addition to measuring health outcomes (summative evaluation).

Fact Sheets/Infographics

Eastern Equine Encephalitis (EEE):

https://docs.ingham.org/Department/Health%20Department/communicable%20diseases/fact%20sheets/EEE_ICHD.pdf

Mpox: <https://docs.ingham.org/Department/Health%20Department/communicable%20diseases/Mpox/MpoxGetTheFacts.pdf>

Billboards/Campaigns

This is Your Shot to Help:

<https://yourshottohelp.com/>

Marijuana Harm Reduction Campaign "Weed Facts" (on-going):

<http://hd.ingham.org/SeekingCare/SubstanceUse/Marijuana.aspx>

Preventing the Flu Starts with You:

https://health.ingham.org/health/communicable_disease/seasonal_flu.php

CENTIVIZE:

https://health.ingham.org/health/health_promotion_and_prevention/centivize.php

Reporting

ICHD utilizes a number of different mediums to communicate to the Community and the Board of Commissioners on the health status of the community and its activities. Below is a list of various types of communication techniques and our information dissemination activities in each.

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Large meetings (e.g. town hall meetings)

- Healthy! Capital Counties (H!CC) community prioritization activities and workshop
- Capital Area Health Alliance meetings
- CMH-CEI's Elected and Appointed Officials Luncheon
- Impromptu, topic specific meetings such as encampment removal alternatives

Small meetings (e.g. department meetings)

- All Staff Meetings
- Leadership Team Assembly
- Board of Commissioners meetings
- Human Service Committee meetings
- Meeting with various community partners
- Board of Health meetings

Annual report: The Department releases annual reports. These reports are distributed widely in the Community and are also presented to the Board of Commissioners. The annual report provides detailed information about each of the activity areas described in the Services section, Part 5 of the Plan of Organization, and also reports on some of the activity indicators. In addition, the annual report informs the community about Health Department services and how to access them. Although these documents are available online, we find that distributing printed documents is still an effective means of communication, so we still do a small print run.

- [Click here for combined 2019 and 2020 Annual Report](#)
- [Click here for 2021 Annual Report](#)
- [Click here for 2022 Annual Report](#)

E-mail

In Good Health: This is a bimonthly informational departmental newsletter that is sent out to all departmental staff.

Surveillance Reports

Recognizing that not all health information or demographic information is available in the [Behavioral Risk Factor Survey Report](#) and that information is also essential to health

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policy decisions, planning, and grant development, we have developed another statistical resource document for community stakeholders and county officials: Surveillance Reports. These reports provide information on demographic, mortality, pregnancy, natality adult and child health data for residents of Ingham County. It is available online and is updated as new information for each topic becomes available.

- [Click here to view surveillance reports](#)

Healthy! Capital Counties

Healthy! Capital Counties is a regional collaborative community health assessment involving four local hospital systems and three local health departments. The intent of Healthy! Capital Counties is: to conduct a common community health assessment; develop common community priorities; and have the priorities guide community health improvement activities in Clinton, Eaton, and Ingham counties. All documents related to Healthy! Capital Counties are online on the project's website.

- [Click here to view Healthy! Capital Counties](#)

Internet and Social Media

- Social Media: ICHD maintains Facebook, X (formerly Twitter) and Instagram accounts that it uses to engage the entire community. These tools can play a critical in public health practice and were heavily accessed by community during the COVID-19 pandemic.
 - [Click here to view ICHD Facebook page](#)
 - [Click here to view ICHD X page](#)
 - [Click here to view the ICHD Instagram page](#)
- ICHD Website: ICHD is continuing to update its website in order to make it more accessible to the community. The architecture was revised to improve search functions and usability for county residents.
 - [Click here to view ICHD website](#)

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HEALTH OFFICER AND MEDICAL DIRECTOR

Procedure for Appointment

The Health Officer is appointed by the Ingham County Board of Commissioners. After a national search conducted by the Human Resources Department of Ingham County, finalists are interviewed by a selection committee from the Board of Commissioners. After ranking the candidates, the selection committee makes a final recommendation to the full Board.

The Health Officer submits qualifications for the Medical Director to MDHHS prior to their appointment. MDHHS verifies that the Health Officer and Medical Director meet the minimum qualifications established in the Administrative code.

- [Click here to view resolution appointing Adenike Shoyinka as Medical Health Officer](#)

Correspondence Regarding Appointment

- [Click here to view MDHHS letter approving the appointment of Dr. Shoyinka as Medical Health Officer.](#)

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**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 40**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE
REGION 7 PERINATAL QUALITY COLLABORATIVE**

RESOLUTION #25 – 043

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and enter into two agreements with Caring and Sharing Family Life Services, and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526; and

WHEREAS, ICHD has partnered with Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative in previous years; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton Counties; and

WHEREAS, in order to fund this collaborative work, MDHHS has given ICHD funds through the FY 24-25 Comprehensive Agreement authorized through Resolution #24-452; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and Caring and Sharing Family Life Services and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes agreements with Willow Tree Family Center, The New Citizens Press, The Davies Project, Child and Family Charities, North Star Birthing Services, and Next Generation Family Services in amounts not to exceed \$23,403.50, and Caring and Sharing Family Life Services and Capital Area Health Alliance in amounts not to exceed \$17,552.50, effective October 1, 2024 through September 30, 2025 for a total amount not to exceed \$175,526.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

JANUARY 28, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 42**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #17-163 WITH AZARA HEALTHCARE AND MICHIGAN PRIMARY CARE ASSOCIATION TO PURCHASE SOCIAL DETERMINANTS OF HEALTH AND CANCER SCREENING CUSTOMIZATION, MAPPING, AND VALIDATION SERVICES

RESOLUTION #25 – 044

WHEREAS, Ingham County Health Department's (ICHHD) Ingham Community Health Centers (ICHCs) wish to amend Resolution #17-163 with Azara Healthcare and Michigan Primary Care Association (MPCA) to purchase Social Determinants of Health (SDOH), anal cancer, and lung cancer screening customization, mapping, and validation services for a one-time fee of \$10,200 effective February 1, 2025; and

WHEREAS, SDOH assessment is essential for the purpose of understanding the non-medical factors impacting an individual's health and quality of life; and

WHEREAS, ICHCs electronic health record (EHR) stores SDOH assessment data; and

WHEREAS, through the purchase of Azara's SDOH module, ICHC can collect, manage, and report data in a standardized fashion while upholding Patient Centered Medical Home (PCMH), Accountable Care Organization (ACO), and other state and federal practices, while enhancing billing and revenue; and

WHEREAS, the purchase of Azara's custom measurement and alerting features for anal and lung cancer screening will improve access to screening data, strengthening quality improvement activities for the Ryan White program that align with current standards of care for People Living with HIV (PLWH); and

WHEREAS, recommended by MPCA, Azara Healthcare is ICHC's current vendor for data reporting and visualization, and is therefore the preferred solution and service vendor; and

WHEREAS, the cost of the SDOH mapping (\$1,200 one-time fee) and cancer screening measures and alerts for anal and lung cancer (\$9,000 one-time fee) is a total one-time amount not to exceed \$10,200 effective February 1, 2025; and

WHEREAS, SDOH mapping will be covered by ICHC administrative direct support funds (\$600) and Ryan White program Part B and Part D 340B reserve dollars (\$600); and

WHEREAS, cancer screening measures and alerts will be covered entirely by the Ryan White program 340B reserves (Part B \$4,500 and Part D \$4,500); and

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WHEREAS, the ICHC’s Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #17-163 with Azara Healthcare and MPCA to purchase the SDOH, anal cancer, and lung cancer screening customization, mapping and validation services for a one-time fee of \$10,200 effective February 1, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #17-163 with Azara Healthcare and MPCA to purchase SDOH, anal cancer, and lung cancer screening customization, mapping and validation services for a one-time fee of \$10,200 effective February 1, 2025.

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 agreement upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 43**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN PRIMARY CARE
ASSOCIATION FOR COVID-19 SERVICES**

RESOLUTION #25 – 045

WHEREAS, Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to accept funding and enter into an independent contractor services agreement with Michigan Primary Care Association (MPCA), to accept 2024-2025 Michigan Health Center COVID-19 Vaccine administration funding in an amount not to exceed \$184,545; and

WHEREAS, in return, ICHD’s CHCs agree to provide COVID-19 services to the community; and

WHEREAS, this agreement is effective November 1, 2024 through June 30, 2025; and

WHEREAS, payments will be made to ICHD based on the milestones achieved as outlined in the agreement and are limited to \$184,545; and

WHEREAS, Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting the 2025 Michigan Health Center COVID-19 Vaccine funds and entering into a services agreement with MPCA, effective November 1, 2024 through June 30, 2025 in an amount not to exceed \$185,545.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the 2025 Michigan Health Center COVID-19 Vaccine funds and entering into a services agreement with MPCA, effective November 1, 2024 through June 30, 2025 in an amount not to exceed \$185,545.

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

BE IT FURTHER RESOLOVED, 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, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 44**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDS FROM AND ENTER INTO AN AGREEMENT WITH
MICHIGAN PUBLIC HEALTH INSTITUTE**

RESOLUTION #25 – 046

WHEREAS, Ingham County Health Department (IChD) wishes to enter agreement and accept funds from Michigan Public Health Institute (MPHI) in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025 for Community Violence Intervention (CVI) work, particularly in support of Advance Peace; and

WHEREAS, funds will be used to support staff time; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement and accepting funds from MPHI in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement and acceptance of funds from MPHI in an amount not to exceed \$16,014, effective October 1, 2024 through September 30, 2025.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement on behalf of the county upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.

Nays: None.

Absent: None.

Approved: 01/27/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest

Nays: None

Absent: Tennis

Approved 01/22/25

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 45**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PUBLIC SECTOR CONSULTANTS

RESOLUTION #25 – 047

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into contract with Public Sector Consultants (PSC) effective January 1, 2025 through September 30, 2025 in an amount not to exceed \$29,971, for the Capital Area Behavioral Risk Factor Surveillance Survey (BRFSS); and

WHEREAS, the Capital Area BRFSS 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 BRFSS is essential to the Healthy! Capital Counties Community Health Assessment (CHA) done in collaboration with two neighboring health departments and the three local hospitals in the region; and

WHEREAS, from 2005 through 2024, the local United Way was a partner in the project and entered into contract with PSC on behalf of ICHD; and

WHEREAS, the work was authorized through Resolution #05-148, and amended in Resolutions #06-205, #07-154, #08-239, #09-197, #10-023, #11-399, #13-16, #14-226, #15-176, #16-405, #17-325, #18-028, #19-196, #20-355, #21-458, #22-354, #23-336, and #24-208; and

WHEREAS, due to organizational changes at United Way of South Central Michigan, ICHD must now directly enter into contract with PSC; and

WHEREAS, these funds are included in ICHD's 2025 budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with PSC effective January 1, 2025 through September 30, 2025, for the Capital Area BRFSS in an amount not to exceed \$29,971.

THEREFORE BE IT RESOLVED, that that the Ingham County Board of Commissioners authorizes an agreement with Public Sector Consultants PSC effective January 1, 2025 through September 30, 2025, for the Capital Area BRFSS in an amount not to exceed \$29,971.

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

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HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest, Schafer.
Nays: None. **Absent:** None. **Approved: 01/27/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 46**

Introduced by the Law & Courts Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PETSZEL, LLC TO PROVIDE PET
ADOPTION FOLLOW-UP SERVICES**

RESOLUTION #25 – 048

WHEREAS, Ingham County Animal Control and Shelter (ICACS) currently contacts all pet adopters by phone or email to provide follow-up pet adoption support services; and

WHEREAS, this post-adoption support ensures pets are properly cared for and lowers the chance of them being returned to the Shelter; and

WHEREAS, ICACS is seeking to expand the scope of post-adoption services and offer them virtually to increase accessibility for citizens; and

WHEREAS, ICACS seeks to enter into an agreement with Petszel, LLC, who will offer free virtual post adoption support for all animals adopted from ICACS.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Petszel, LLC to provide free virtual pet adoption support services for ICACS.

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.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 47**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING
FOR THE 2024 LOCAL JAG GRANT**

RESOLUTION #25 – 049

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff’s Office were allocated \$133,615 from the 2024 Local JAG grant from the Department of Justice; and

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

WHEREAS, the Ingham County Sheriff’s Office portion allocated from this grant is \$12,702; and

WHEREAS, as part of the application process to receive this funding from the 2024 Local JAG grant, the Ingham County Sheriff’s Office must enter into an interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff’s Office will be spent on the purchase of vehicle public address microphones and car radio conversion kits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an interlocal agreement between Ingham County and the City of Lansing to accept the \$133,615 allocated portion of the 2024 Local JAG grant for the time period of October 2024 through September 2025.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$12,702 to the Ingham County Sheriff’s Office for the purchase of public address microphones and car radio conversion kits.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the 2024-2025 Sheriff’s Office budget consistent with this resolution.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 48**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FEDERAL COMPREHENSIVE, OPIOID, STIMULANT, AND
SUBSTANCE USE SITE-BASED PROGRAM (COSSUP) GRANT FROM THE BUREAU OF JUSTICE
ASSISTANCE AND THE DEPARTMENT OF JUSTICE FOR THE INGHAM COUNTY
CORRECTIONAL FACILITY PROJECT ENTITLED “CREATING ACCESS TO THERAPEUTIC,
RE-ENTRY, AND RECOVER SUPPORT SERVICES IN INGHAM COUNTY”**

RESOLUTION #25 – 050

WHEREAS, the Ingham County Sheriff’s Office and Correctional Facility is responsible for maintaining health care for incarcerated individuals; and

WHEREAS, the opioid epidemic is impacting our community and those incarcerated at the Ingham County Correctional Facility; and

WHEREAS, the Department of Justice released funding opportunities to address these issues, called the Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program (COSSUP) grants; and

WHEREAS, the Sheriff’s Office, in partnership with the Health Department, Community Mental Health of Clinton-Eaton-Ingham (CMH-CEI), and Wayne State University, submitted a federal grant proposal; and

WHEREAS, the proposed project submitted was entitled “Creating Access to Therapeutic, Re-Entry, and Recovery Support Services within Ingham County Criminal Justice System”; and

WHEREAS, the 36-month Ingham County project was selected by the Bureau of Justice Assistance for this Department of Justice federal grant opportunity; and

WHEREAS, the amount of \$1,299,804 was awarded to Ingham County for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of \$1,299,804 from the Department of Justice for this COSSUP grant.

BE IT FURTHER RESOLVED, Ingham County may enter into sub-contracts with CMH-CEI and Wayne State University and other entities as deemed necessary as part of the COSSUP grant for the grant period of 36 months.

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.

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LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 49**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RENEWAL OF PROQA MEDICAL SOFTWARE LICENSES AND SUPPORT AND ACQUIRING CALL SIMULATOR FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER

RESOLUTION #25 – 051

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of Priority Dispatch’s Emergency Medical Dispatch ProQA Program, under Resolution #14-081, and ProQA continues to be used for all medical calls received; and

WHEREAS, a quote for renewal of eight (8) licenses and four (4) training licenses for ProQA Medical software licenses, service, and support for April 1, 2025, through March 31, 2030, has been provided by Priority Dispatch at a cost of \$12,600 annually for Years 1 – 4 and \$13,520 for Year 5; and

WHEREAS, along with the licenses, service, and support renewal, ProQA is now offering a SkillLab with an AI simulator for a price of \$5,000 annually, which will enhance the training and performance of the Emergency Dispatchers at Ingham County 9-1-1 Central Dispatch Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of ProQA Medical software licenses, service, and support and acquiring the SkillLab with AI simulator for an amount not to exceed \$88,920 for a 5-year term, which will be billed annually from Priority Dispatch, as outlined by the Proposal/Sales quotation, #Q-77613.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$17,600 for contract Years 1 – 4 and \$18,520 for contract Year 5, billed annually from the 9-1-1 Fund for the total cost of this purchase.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign a software services support agreement with Priority Dispatch consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer
Nays: None **Absent:** None **Approved 01/16/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** Tennis **Approved 01/22/25**

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

**ADOPTED – JANUARY 28, 2025
AGENDA ITEM NO. 50**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH
THE UAW LOCAL 2256 ZOO UNIT**

RESOLUTION #25 – 052

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the UAW Local 2256 Zoo Unit for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027); effective the first full pay period following January 1, 2025, a 3% increase; effective the first full pay period following January 1, 2026, a 3% increase; and, effective the first full pay period following January 1, 2027, a 4% increase; and

WHEREAS, the agreement increases call back pay to three (3) hours from two (2) hours for duties other than hand-rearing; and

WHEREAS, the agreement updates Health, Dental and Vision Insurance provisions to be consistent with the recommendations of the Ingham County Health Care Committee and authorizes updates to the current Health Care Letter of Agreement; and

WHEREAS, the agreement increases life insurance coverage to \$50,000 from \$30,000; and

WHEREAS, the agreement eliminates the prohibition on using vacation hours until the employee has completed 6 months of continuous service; and

WHEREAS, the agreement increases the cap for payout of unused vacation hours to a maximum of 380 hours; and

WHEREAS, the agreement includes individuals who retire in the proration of paid vacation bonus, and

WHEREAS, the agreement increases the maximum cash out of sick leave to 1,600 hours at 50% (800 hours) upon death or retirement; and

WHEREAS, the agreement corrects reference to a “short-term” disability plan to refer to a “disability plan”; and

WHEREAS, the agreement provides for an annual employer matching contribution up to the first one thousand dollars (\$1,000.00) contributed by the employee not to exceed five hundred dollars (\$500.00) per year to all qualifying employees’ 457(b) plans; and

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WHEREAS, the agreement is modified to allow for filing of a position reclassification request once in the three-year contract period with the requirement that requests must be filed between January 1 and March 1 of the calendar year and may only be requested no sooner than twelve (12) months since the last request; and

WHEREAS, the agreement amends Administrative Leave to be Suspension of Operations and incorporates the County's Suspension of Operations Policy by reference (Resolution 16-010 as amended); and

WHEREAS, the agreement increases the clothing maintenance allowance to \$500 from \$100 each year and defines permissible expenditures as approved by the Zoo Director, and

WHEREAS, the agreement removes gendered pronouns throughout the collective bargaining agreement and approves other general language clean up.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the UAW Local 2256 Zoo Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

JANUARY 28, 2025 REGULAR MEETING

Chairperson Sebolt stated they would entertain a motion in response to the Federal Office of Management and Budget memorandum M-25-13.

Commissioner Trubac moved the following:

In response to the Federal Office of Management and Budget memorandum M-25-13 and other related memos issued by Acting Director Matthew J. Vaeth, seeking to pause a vast array of Federal grants, that all departments of Ingham County are to review all Federal funds to identify grants that are or could be subject to this freeze and to coordinate the identification of these grants with the Board of Commissioners' Office and the Controller's Office.

Further, the Controller's Office and Board of Commissioners' Office will work with the County's legal counsel to identify if any Federal funds are being withheld in violation of Federal law. Including, but not limited to: The Congressional Budget and Impoundment Control Act of 1974 and the individual statutes authorizing the expenditure of said funds.

Legal counsel will prepare and present a plan of any and all prudent legal action or actions to compel release of wrongfully withheld funds. Legal counsel should consider strategic and practical cooperation with other governmental and quasi-governmental entities, including but not limited to: cities, townships, other counties, school districts, community colleges, public universities, regional authorities and state government, as well as the departments within those entities, of this or any other state.

Commissioner Polsdofer supported the motion.

Discussion.

Commissioner Schafer stated she would like to see the motion in writing, and that they might be jumping the gun. Commissioner Schafer further asked if the resolution was giving direction to counsel to take any action.

Chairperson Sebolt clarified that it was a motion, not a resolution, and that it was for counsel to prepare and present a plan of all prudent actions, not to take any action.

Commissioner Schafer asked if the motion asked counsel to look and see if anything was legal or not legal and for confirmation that no action would be taken.

Chairperson Sebolt confirmed that no action could be taken before coming to the Board of Commissioners for a vote.

Commissioner Schafer stated she would prefer the motion in writing as it was very long.

Commissioner Grebner clarified that counsel was not instructed to file any complaint or initiate any legal cause of action, only to research and present, but they agreed that it would be nice to have in writing.

Chairperson Sebolt recessed the meeting at 7:05 p.m.

JANUARY 28, 2025 REGULAR MEETING

Chairperson Sebolt called the meeting back to order at 7:11 p.m.

Commissioner Grebner clarified this was not a resolution but a motion giving direction to staff.

Commissioner Morgan asked if they anticipated any considerable time or money element to be dedicated to this.

Commissioner Grebner clarified the contract with County legal counsel was a fixed fee and not an hourly rate.

Chairperson Sebolt stated the practical implications, given the volume of lawsuits that had already been filed, were that the County's legal involvement would likely be in the form of amicus brief and not any sort of lead counsel. Chairperson Sebolt further stated that it was also import to include cooperation with other entities who presumably had a common interest in the matter.

Discussion.

The motion carried unanimously.

SPECIAL ORDERS OF THE DAY

Commissioner Lawrence stated there were no appointments.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Peña announced a shoe giveaway event hosted by Run Tha City 517 which was included in the minutes as Attachment A.

Commissioner Schafer stated she had gone on a ride along with Adam Jackson, Ingham County Sergeant, and that it was eye opening and she would highly recommend it to other Commissioners.

Commissioner Cahill stated they had attended the Purse Bingo Fundraiser at the Ingham County Fairgrounds and Commissioners Maiville and Peña had been bartenders at the event. Commissioner Cahill further stated that on March 7 and 8, 2025 there would be glow bingo at the Fairgrounds and more information would be coming.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Grebner moved to pay the claims in the amount of \$31,632,600.13. Commissioner Morgan supported the motion.

The motion carried unanimously.

ADJOURNMENT

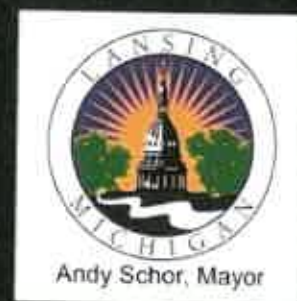
The meeting was adjourned at 7:16 p.m.

JANUARY 28, 2025 REGULAR MEETING

Attachment A: Run Tha City 517 Shoe Giveaway



Join Run Tha City 517 for a shoe giveaway in partnership with Playmakers Fitness and Lansing Parks and Recreation.



This year we have over 400+ pairs of gently used shoes to give away.



The event will take place at the Schmidt Community Center March 21, 2025 6pm-8pm



Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING THE WOMEN'S CENTER OF GREATER LANSING
FOR 20 YEARS OF SERVICE**

RESOLUTION #25 –

WHEREAS, the Women's Center of Greater Lansing was created in response to a clear need for a dedicated community space to support women in the Greater Lansing area; and

WHEREAS, the Women's Center of Greater Lansing was founded by local women leaders and officially opened its doors in June of 2005 after extensive renovations completed by community volunteers; and

WHEREAS, from the beginning, the Women's Center of Greater Lansing has been a place where women can access personal and career counseling, employment support, legal resources, and holistic wellness services; and

WHEREAS, housed in two adjoining buildings on Michigan Avenue in Lansing, the Center's accessible location serves community members from Clinton, Eaton, and Ingham Counties; and

WHEREAS, as the demand for services grew, the Women's Center of Greater Lansing expanded its programs to include trauma-informed mental health counseling, financial empowerment initiatives, and specialized workshops on domestic violence, sexual assault, and human trafficking; and

WHEREAS, the Center also developed entrepreneurial support programs like the Bold Steps Business Lab to help women launch and sustain businesses; and

WHEREAS, between 2022 and 2023, the number of clients seeking services increased by nearly 300%, and this number continues to rise; and

WHEREAS, the Center has expanded its staff and programs to meet this growing need, ensuring that more women have access to the comprehensive support services they need to achieve financial stability, personal growth, and overall well-being.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the Women's Center of Greater Lansing on the event of its 20th anniversary and extends its sincere appreciation to the Center for serving as a vital resource, adapting to the evolving needs of the community and empowering women through holistic, accessible, and inclusive support services.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING RON LESTER

RESOLUTION #25 –

WHEREAS, Ron Lester spent his entire professional career in Ingham County performing professional land survey services; and

WHEREAS, Mr. Lester earned the respect of his fellow professionals, clients, and residents of Ingham County; and

WHEREAS, Mr. Lester led the reestablishment of the original government survey of Ingham County as the Ingham County Representative Surveyor to the State of Michigan since 1992; and

WHEREAS, Mr. Lester shared his experience, knowledge, and education with all his peers in the restoration of the original government corners in Ingham County; and

WHEREAS, Mr. Lester mentored many surveyors in the art of remonumentation and land surveying; and

WHEREAS, Mr. Lester led an honorable career perpetuating the history and landmarks of the County; and

WHEREAS, Mr. Lester left an indelible mark on the community and the surveying profession as the Ingham County Representative Surveyor.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Ron Lester for his many years of service to the public and the surveying profession.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A \$60,000 AGREEMENT TO LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN FOR FORECLOSURE PREVENTION LEGAL SUPPORT AND RELATED SERVICES THROUGH THE MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY

RESOLUTION #25 –

WHEREAS, Budget Section 1019 of the FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County, including foreclosure prevention services to help residents of Ingham County struggling to make mortgage and/or delinquent tax payments in Ingham County; and

WHEREAS, in Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the MSHDA Enhancement Grant, including \$60,000 for two years of staffing and administrative expenses for Legal Services of South Central Michigan to provide legal services for mortgage foreclosure cases in Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a \$60,000 agreement with Legal Services of South Central Michigan to cover all staffing and administrative costs required to provide services on mortgage foreclosure cases in Ingham County consistent with MSHDA Enhancement Grant requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A \$200,000 AGREEMENT TO SOUTHWEST LANSING ACTION GROUP FOR COMMUNITY ENHANCEMENT RELATED ACTIVITIES THROUGH THE MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY

RESOLUTION #25 –

WHEREAS, Budget Section 1019 of the FY 2025 State Budget authorized \$15,000,000 in funding to Ingham County, including community enhancement projects to create and rehab existing housing in Ingham County; and

WHEREAS, In Resolution #24-467, the Ingham County Board of Commissioners authorized the Ingham County Housing Trust Fund to accept State Budget Funds through the MSHDA Enhancement Grant, including \$200,000 for two years of staffing and administrative expenses for Southwest Lansing Action Group (SWAG) to lead community engagement efforts around current and future community enhancement projects in the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a \$200,000 agreement with SWAG for two years to cover all staffing and administrative costs required to oversee community engagement activities with terms consistent with MSHDA Enhancement Grant Requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A \$1,471,877 AGREEMENT WITH CAPITAL AREA
COMMUNITY SERVICES FOR HOUSING RELATED SERVICES FUNDED THROUGH THE
MICHIGAN STATE HOUSING AUTHORITY ENHANCEMENT GRANT**

RESOLUTION #25 –

WHEREAS, Resolution #24-467 authorized Ingham County to enter into a \$15,000,000 Michigan Housing Development Authority (MSHDA) Enhancement Grant for eligible programs and projects including \$5,690,000 for Capital Area Community Services (CACS) foreclosure prevention, community enhancement minor and major repairs, and weatherization programming for income-qualified households up to 120% AMI; and

WHEREAS, CACS is a nonprofit organization that has provided one-on-one counseling to property owners affected by the tax foreclosure process for Ingham County residents; including financial education, referrals/linkages to additional social services and agencies, and improved outcomes for clients with delinquent property taxes; and

WHEREAS, CACS also partners with the Ingham County Treasurer to administer additional tax foreclosure prevention initiatives, including the Tax Foreclosure Avoidance Agreement (TFAA) as authorized in Resolution #04-371; and

WHEREAS, CACS submitted a proposal requesting \$1,471,877 of Enhancement Grant funds to expand direct foreclosure prevention and financial education services, foreclosure prevention/financial services staff, and foreclosure prevention/financial services administration.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve an amount of \$1,471,877 to be committed to CACS to oversee and implement expanded programming for foreclosure prevention/financial services for households earning at or below 120% AMI with terms consistent with MSHDA Enhancement Grant Requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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 all applications, attachments, grant agreements, and all amendments, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY OF COMMISSIONERS

**RESOLUTION CONSENTING TO RELINQUISHMENT OF THE FARMINGTON, FARMINGTON
NO. 2, AND FARMINGTON NO.3 DRAINS TO THE CHARTER TOWNSHIP OF LANSING**

RESOLUTION #25 –

WHEREAS, the Farmington Drain, the Farmington No. 2 Drain, and the Farmington No. 3 Drain (the “Drains”) and each of their respective Drainage Districts (the “Drainage Districts”) were established in accordance with the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.461 *et seq.*, (the “Drain Code”) and are under the jurisdiction of the Ingham County Drain Commissioner (“Drain Commissioner”); and

WHEREAS, the Drains are each wholly located in the Charter Township of Lansing (the “Township”) as described and depicted in Exhibit 1; and

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any part of a drain or drain project at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the township in which all or the part of the drain or drain project is wholly located, if the township requests or consents to the relinquishment of jurisdiction and control by resolution duly adopted by its governing body; and

WHEREAS, Section 395 of the Drain Code, MCL 280.395, further provides that the relinquishment and turnover of the Drain does not become effective until consented to by resolution of each public corporation that has paid a part of the cost of the drain; and

WHEREAS, on January 15, 2025, the Board of Trustees for the Township adopted a resolution approving the relinquishment of jurisdiction and control of the Drain from the Drain Commissioner to the Township, and said resolution was transmitted to the Drain Commissioner (Exhibit 2); and

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the County, which is a public corporation that has been assessed and paid a part of the cost of the Drain, consents to the relinquishment of jurisdiction and control of the Drain and Drainage District from the Drainage Board to the Township.

THEREFORE BE IT RESOLVED, that the County, pursuant to Section 395 of the Drain Code, MCL 280.395, hereby consents to the relinquishment of jurisdiction and control of the Farmington Drain, the Farmington No. 2 Drain, and the Farmington No. 3 Drain and their respective Drainage Districts as set forth in the attached Exhibit 1 from the Ingham County Drain Commissioner to the Charter Township of Lansing.

BE IT FURTHER RESOLVED, that any resolutions and parts of resolutions are, to the extent of any conflict with this resolution, are rescinded to the extent of the conflict.

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

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: Morgan **Absent:** Tennis **Approved 02/05/25**

Spicer Group, Inc.
 1400 Zeeb Drive
 St. Johns, MI 48879
 TEL (989) 224-2355
 www.SpicerGroup.com



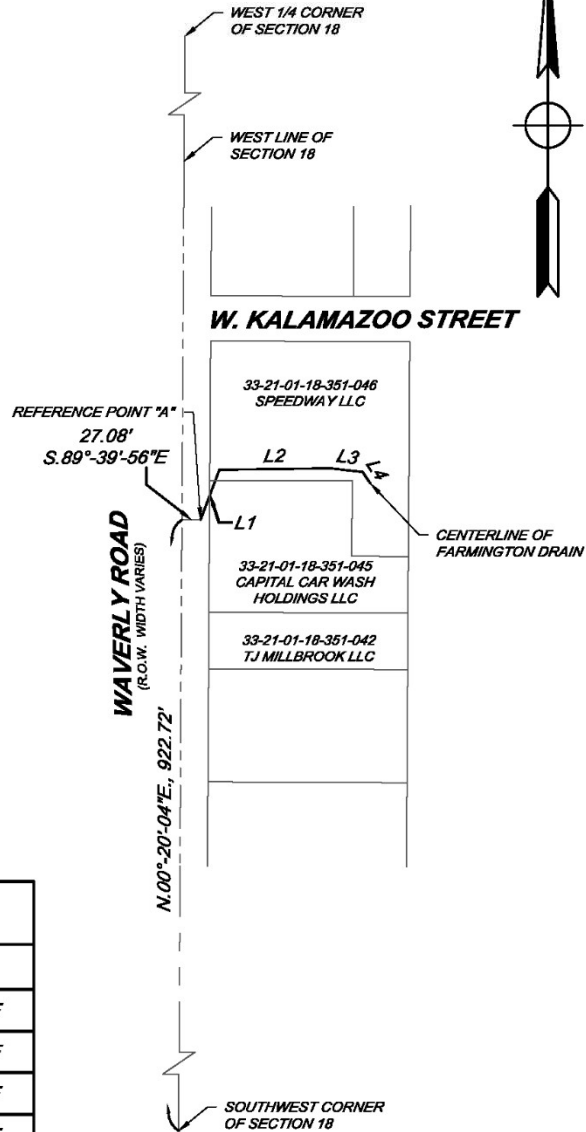
FARMINGTON DRAIN ROUTE & COURSE

SCALE: 1" = 200'

**SECTION 18, T.4 N. - R.2 W.
 LANSING CHARTER TOWNSHIP
 INGHAM COUNTY, MICHIGAN**

DWG. NO.: A-29999-1

NOTE: BEARINGS ARE BASED
 ON INGHAM COUNTY SECTION
 LINE FRAME WORK PROVIDED
 BY INGHAM COUNTY.



<i>Line Table</i>		
<i>Line #</i>	<i>Length</i>	<i>Direction</i>
L1	77.88'	N.20°-42'-11"E
L2	162.13'	N.89°-19'-15"E
L3	46.56'	S.83°-23'-26"E
L4	20.07'	S.35°-00'-04"E

FOR ROUTE AND COURSE DESCRIPTION, SEE SHEET 4

DRAWN BY: MJT
 CHECKED BY: DMW

PLOT DATE: 01-23-2025
 SHEET 1 OF 4

JOB#: 132244SG2022
 DWG#: A-29999-1

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FARMINGTON DRAIN

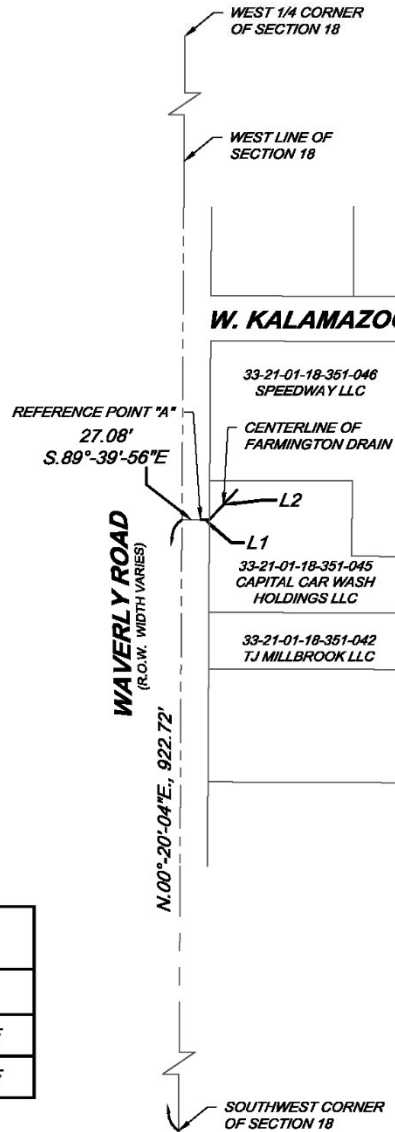
ROUTE & COURSE

SCALE: 1" = 200'

SECTION 18, T.4 N. - R.2 W.
LANSING CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

DWG. NO.: A-29999-2

NOTE: BEARINGS ARE BASED
 ON INGHAM COUNTY SECTION
 LINE FRAME WORK PROVIDED
 BY INGHAM COUNTY.



Line Table		
Line #	Length	Direction
L1	12.50'	S. 88°-12'-37"E
L2	60.61'	N. 43°-04'-18"E

FOR ROUTE AND COURSE DESCRIPTION, SEE SHEET 4

DRAWN BY: MJT
 CHECKED BY: DMW

PLOT DATE: 01-23-2025
 SHEET 2 OF 4

JOB#: 132244SG2022
 DWG#: A-29999-2

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FARMINGTON DRAIN

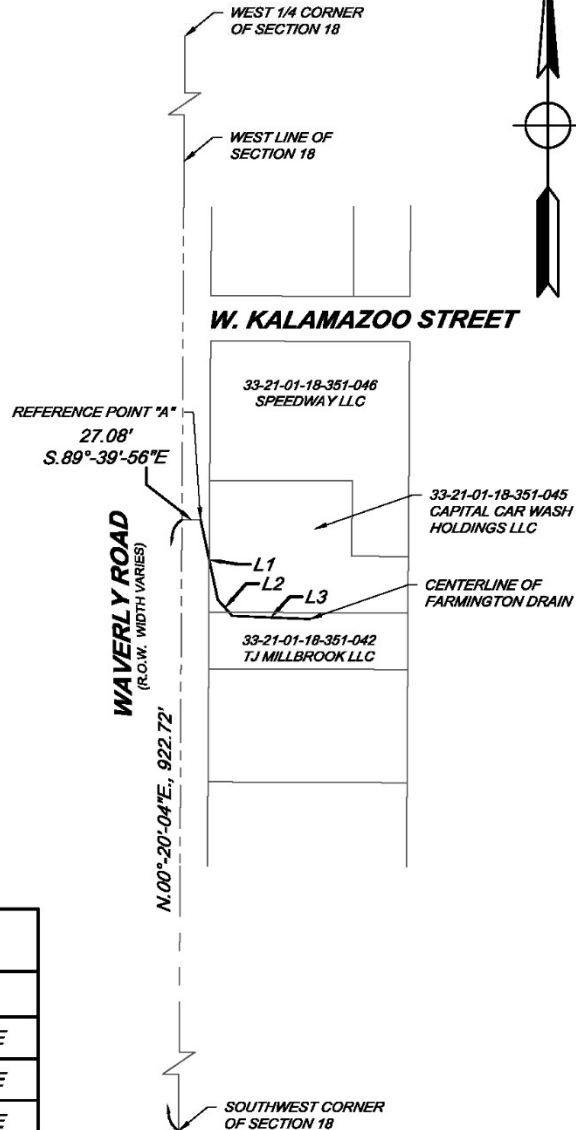
ROUTE & COURSE

SCALE: 1" = 200'

SECTION 18, T.4 N. - R.2 W.
LANSING CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

DWG. NO.: A-29999-3

NOTE: BEARINGS ARE BASED
 ON INGHAM COUNTY SECTION
 LINE FRAME WORK PROVIDED
 BY INGHAM COUNTY.



Line Table		
Line #	Length	Direction
L1	119.40'	S.12°-07'-41"E
L2	31.67'	S.41°-27'-16"E
L3	112.93'	S.87°-42'-09"E

FOR ROUTE AND COURSE DESCRIPTION, SEE SHEET 4

DRAWN BY: MJT
 CHECKED BY: DMW

PLOT DATE: 01-23-2025
 SHEET 3 OF 4

JOB#: 132244SG2022
 DWG#: A-29999-3

Spicer Group, Inc.
1400 Zeeb Drive
St. Johns, MI 48879
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www.SpicerGroup.com



FARMINGTON DRAIN ROUTE & COURSE

DWG. NO.: A-29999-4

ROUTE & COURSE DESCRIPTION:

The Route and Course of the Farmington Drain is as follows: Commencing for outlet at a point in the Southwest 1/4 of Section 18 which is N.00°-20'-04"E., on the West line of said Section, 922.72 feet and 27.08 feet, S.89°-39'-56"E., of the Southwest corner of Section 18, T.4 N.-R.2 W., Lansing Charter Township, Ingham County, Michigan, said point being Reference Point "A"; thence N.20°-42'-11"E., 77.88 feet; thence N.89°-19'-15"E., 162.13 feet; thence S.83°-23'-26"E., 46.56 feet; thence S.35°-00'-04"E., 20.07 feet and there end. The total length of this route and course being 306.64 feet.

AND ALSO

Commencing at the Reference Point "A"; thence S.88°-12'-37"E., 12.50 feet; thence N.43°-04'-18"E., 60.61 feet and there end. The total length of this route and course being 73.11 feet.

AND ALSO

Commencing at the Reference Point "A"; thence S.12°-07'-41"E., 119.40 feet; thence S.41°-27'-16"E., 31.67 feet; thence S.87°-42'-09"E., 112.93 feet and there end. The total this route and course being 264 feet.

The total length of all route and courses being 643.75 feet.

DRAWN BY: MJT
CHECKED BY: DMW

PLOT DATE: 01-23-2025
SHEET 4 OF 4

JOB#: 132244SG2022
DWG#: A-29999-4

Spicer Group, Inc.
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FARMINGTON DRAIN No.2

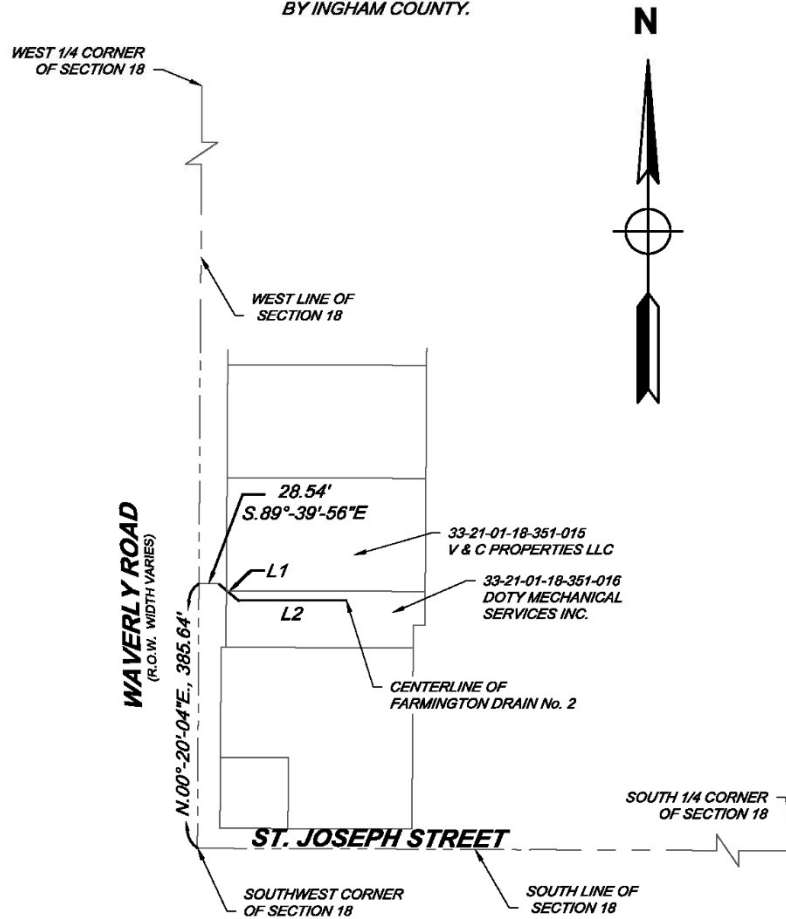
ROUTE & COURSE

SCALE: 1" = 200'

SECTION 18, T.4 N. - R.2 W. LANSING CHARTER TOWNSHIP INGHAM COUNTY, MICHIGAN

DWG. NO.: A-30000-1

NOTE: BEARINGS ARE BASED
 ON INGHAM COUNTY SECTION
 LINE FRAME WORK PROVIDED
 BY INGHAM COUNTY.



Line Table		
Line #	Length	Direction
L1	37.62'	S.50°-09'-15"E
L2	157.18'	N.89°-55'-09"E

FOR ROUTE AND COURSE DESCRIPTION, SEE SHEET 2

DRAWN BY: MJT
 CHECKED BY: DMW

PLOT DATE: 01-23-2025
 SHEET 1 OF 2

JOB#: 132244SG2022
 DWG#: A-30000-1

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FARMINGTON DRAIN No.2

ROUTE & COURSE

DWG. NO.: A-30000-2

ROUTE & COURSE DESCRIPTION:

The Route and Course of the Farmington Drain No. 2 is as follows: Commencing for outlet at a point in the Southwest 1/4 of Section 18 which is N.00°-20'-04"E., on the West line of said Section, 385.64 feet and 28.54 feet, S.89°-39'-56"E., perpendicular to said West line, of the Southwest corner of Section 18, T.4 N.-R.2 W., Lansing Charter Township, Ingham County, Michigan; thence S.50°-09'-15"E., 37.62 feet; thence N.89°-55'-09"E., 157.18 feet and there end. Total overall length of the route and course of Farmington Drain No. 2 being 194.80 feet.

DRAWN BY: MJT
CHECKED BY: DMW

PLOT DATE: 01-23-2025
SHEET 2 OF 2

JOB#: 132244SG2022
DWG#: A-30000-2

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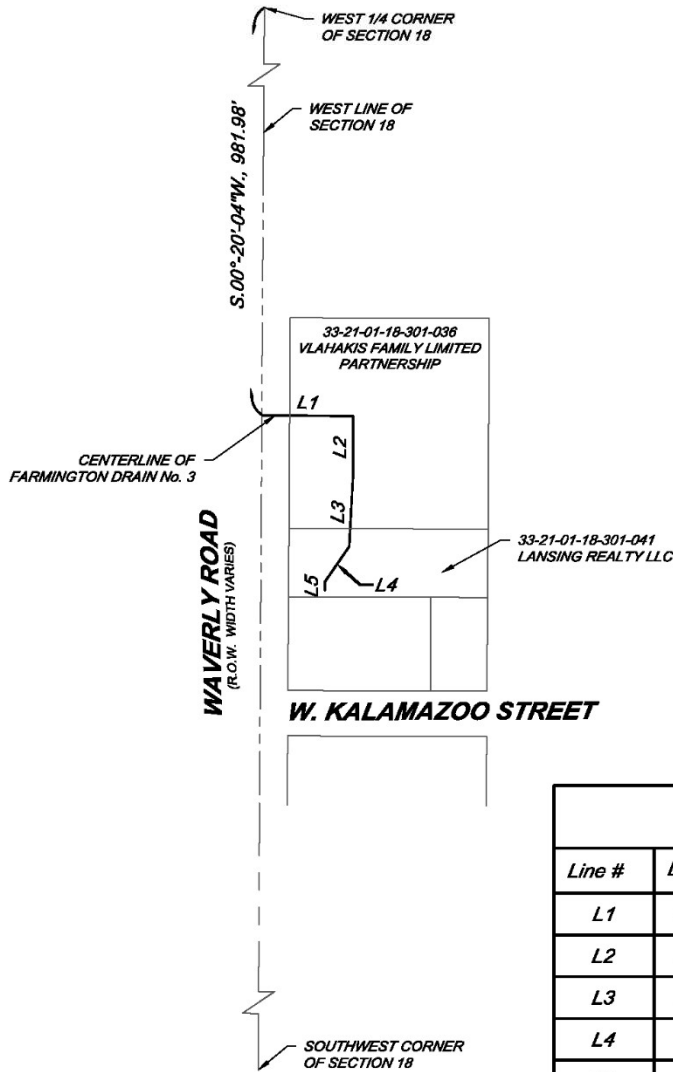
FARMINGTON DRAIN No.3
 ROUTE & COURSE

SCALE: 1" = 200'

SECTION 18, T.4 N. - R.2 W.
LANSING CHARTER TOWNSHIP
INGHAM COUNTY, MICHIGAN

DWG. NO.: A-29998-1

NOTE: BEARINGS ARE BASED
 ON INGHAM COUNTY SECTION
 LINE FRAME WORK PROVIDED
 BY INGHAM COUNTY.



Line Table		
Line #	Length	Direction
L1	133.12'	S.89°-27'-53"E
L2	91.27'	S.00°-19'-37"W
L3	99.31'	S.03°-05'-57"W
L4	62.34'	S.34°-36'-40"W
L5	12.08'	S.00°-00'-00"E

FOR ROUTE AND COURSE DESCRIPTION, SEE SHEET 2

DRAWN BY: MJT
 CHECKED BY: DMW

PLOT DATE: 01-23-2025
 SHEET 1 OF 2

JOB#: 132244SG2022
 DWG#: A-29998-1

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FARMINGTON DRAIN No.3

ROUTE & COURSE

DWG. NO.: A-29998-2

ROUTE & COURSE DESCRIPTION:

The Route and Course of the Farmington Drain No.3 is as follows: Commencing for outlet at a point in the Southwest 1/4 of Section 18 which is S.00°-20'-04"W., on the West line of said Section, 981.98 feet of the West 1/4 corner of Section 18, T.4 N.-R.2 W., Lansing Charter Township, Ingham County, Michigan; thence S.89°-27'-53"E., 133.12 feet; thence S.00°-19'-37"W., 91.27 feet; thence S.03°-05'-57"W., 99.31 feet; thence S.34°-36'-40"W., 62.34 feet; thence S.00°-00'-00"E., 12.08 feet and there end. The total length of the route and course of Farmington Drain No. 3 being 398.12 feet.

DRAWN BY: MJT
CHECKED BY: DMW

PLOT DATE: 01-23-2025
SHEET 2 OF 2

JOB#: 132244SG2022
DWG#: A-29998-2

RESOLUTION 25-04
RESOLUTION APPROVING THE RELINQUISHMENT OF THE
FARMINGTON DRAIN, FARMINGTON DRAIN NO.2, AND FARMINGTON DRAIN NO. 3
TO TOWNSHIP

At a regular meeting of the Township Board of the Charter Township of Lansing, Ingham County, Michigan, held at the township hall at 3209 W. Michigan Avenue, Lansing, Michigan 48971 in said Township on the 14th day of January 2025, at 6:00 p.m., local time.

Present: Henrietta Brewer, Tracie Harris, Cortney Lighthouse, Kathy Rodgers
Absent: Leslie Graham, Nate Ruiz, Maggie Sanders

The following resolution was offered by Treasurer Rodgers and supported by Clerk Lighthouse:

WHEREAS, the Farmington Drain, Farmington Drain No. 2, and Farmington Drain No. 3 (the "Drains") were established in accordance with the provisions of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.461 et seq., (the "Drain Code") and are under the jurisdiction of the Ingham County Drain Commissioner ("Drain Commissioner"); and

WHEREAS the Drains are located in the Charter Township of Lansing ("Township") the route and course of which is depicted in **Exhibit A**; and

WHEREAS, the Drains do not have any outstanding indebtedness or contract liability; and

WHEREAS, pursuant to Section 395 of the Drain Code the Drain Commissioner may relinquish jurisdiction and control over all or any part of a drain or drain project at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the township in which all or part of the drain or drain project is wholly located, if the township requests or consents to the relinquishment of jurisdiction and control by resolution duly adopted by its governing body; and

WHEREAS, pursuant to Section 395 of the Drain Code the Township desires and consents to the relinquishment of jurisdiction and control of the Drains from the Drain Commissioner to the Township until such time as the Drains are established as part of the Bank Intercounty Drain pursuant to Chapter 8 of the Drain Code; and

WHEREAS, to ensure continued and proper operation and maintenance of the Drains following the approval and relinquishment of the Drains to the Township by the Drain Commissioner, the Township and the Ingham County Drain Commissioner have agreed to enter into an agreement according to the terms and conditions, as set forth in **Exhibit B**.

NOW THEREFORE BE IT RESOLVED, pursuant to Section 395 of the Drain Code, MCL 280.478, the Township hereby consents to the relinquishment of jurisdiction and control of the Farmington Drain, Farmington Drain No. 2, and Farmington Drain No. 3 as set forth in **Exhibit A** from the Drain Commissioner to the Township.

BE IT FURTHER RESOLVED, the Township approves and authorizes the Supervisor and Clerk to execute a Relinquishment Agreement with the Ingham County Drain Commissioner in substantial form attached as **Exhibit B** in connection with the relinquishment of jurisdiction of the Farmington Drain, Farmington Drain No. 2, and Farmington Drain No. 3 Drain by the Ingham County Drain Commissioner.

BE IT FURTHER RESOLVED, all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be the same and hereby are rescinded.

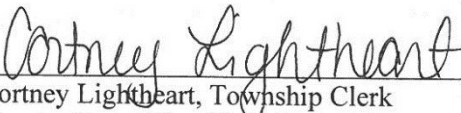
Roll Call Vote:

Ayes: Brewer, Harris, Lighthouse, Rodgers
Nays: None
Absent: Graham, Ruiz, Sanders

The foregoing Resolution was declared and adopted on the date.

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the Clerk of the Township Board of the Charter Township of Lansing, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 14th day of January 2025.



Cortney Lighthouse, Township Clerk
Charter Township of Lansing

RELIQUISHMENT AGREEMENT

**FARMINGTON DRAIN
FARMINGTON DRAIN NO. 2
FARMINGTON DRAIN NO. 3**

This Agreement (“Agreement”) is made and entered into on this 15 day of January, 2025, by and between the Ingham County Drain Commissioner (the “Drain Commissioner”), whose address is 707 Buhl St, Mason, MI 48854, and the Charter Township of Lansing (hereinafter, the “Township”), 3209 W. Michigan Avenue, Lansing, Michigan 48971. In this Agreement, the Drain Commissioner and Township may be referred to individually as “Party,” or collectively as “Parties”.

WITNESSETH:

WHEREAS, the Farmington Drain, Farmington Drain No. 2, and Farmington Drain No. 3 (collectively, the “Drains”) are established drains under the Michigan Drain Code, MCL 280.1 *et seq.* (“Drain Code”), with drainage facilities located wholly within the boundaries of the Township and with no outstanding indebtedness or contract liability; and

WHEREAS, the Township wishes to obtain jurisdiction and control over the Drains, the route and course of which is each described and depicted in **Exhibit 1**; and

WHEREAS, the Township has adopted a Resolution, attached as **Exhibit 2**, authorizing the assumption of jurisdiction and control of the Drain as provided in Section 395; and

WHEREAS, the Ingham County Board of Commissioners has adopted a Resolution attached as **Exhibit 3** consenting to the relinquishment of the Drains from the Drain Commissioner to the Township.;

WHEREAS, on January 15, 2025 the Drain Commissioner issued an Order, attached hereto as **Exhibit 4**, stating his intent to relinquish jurisdiction and control of the Drains to the Township.

NOW THEREFORE IT IS AGREED:

1. Jurisdiction and control of the Drains shall be relinquished to the Township, which shall assume the jurisdiction, control, maintenance, operation of the Drains, and all costs attendant thereto until such time the Drains are established as part of the Bank Intercounty Drain pursuant to Chapter 8 of the Drain Code.
2. The Drain Commissioner shall hereby be relieved of the jurisdiction and control of the Drains.
3. It is the intent of the Parties that the Drains shall become part of the Bank Intercounty Drain.

4. This Agreement shall become effective upon its execution by all Parties and shall be binding upon the successors and assigns of each Party.
5. Each Party hereto represents and warrants to the other that it has full power and authority to enter into this Agreement.

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

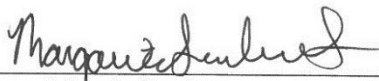
**FARMINGTON DRAIN DRAINAGE DISTRICT
FARMINGTON DRAIN NO. 2 DRAINAGE DISTRICT
FARMINGTON DRAIN NO. 3 DRAINAGE DISTRICT**

Date: _____, 2025

Patrick E. Lindemann
Ingham County Drain Commissioner

CHARTER TOWNSHIP OF LANSING

Date: January 15, 2025



By: Maggie Sanders
Its: Supervisor

Date: January 15, 2025



By: Cortney Lighthouse
Its: Clerk

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AWARD A CONTRACT FOR MONUMENTATION AND
REMONUMENTATION PROJECT REPRESENTATIVE**

RESOLUTION #25 –

WHEREAS, Public Acts 345 and 346 of 1990, as revised, state that each County in the State of Michigan shall prepare a County Monumentation and Remonumentation Plan; and

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

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

WHEREAS, Gil Barish, PS, CFedS, was selected through a competitive bid process to be the Ingham County Representative and will be an integral part of the implementation of the Ingham County Monumentation and Remonumentation Plan.

THEREFORE BE IT RESOLVED, that, upon the respectful recommendation of the Ingham County Grant Administrator and the Ingham County Purchasing Department, the Ingham County Board of Commissioners appoint Gil Barish, PS, CFedS, as Ingham County Representative Surveyor.

BE IT FURTHER RESOLVED, that upon approval of the 2025 Grant Application by the State Monumentation and Remonumentation Commission, that the Ingham County Board of Commissioners contract with Gil Barish.

BE IT FURTHER RESOLVED, that the contract is to be funded by Survey and Remonumentation grant funds authorized under Public Act 345 of 1990, for the period of one year, January 1, 2025 through December 31, 2025 in an amount not to exceed \$13,960.

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 and upon acceptance of the remonumentation grant by the County.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO AUTOCLEAR LLC FOR X-RAY
MACHINES AT THE VETERANS MEMORIAL COURTHOUSE**

RESOLUTION #25 –

WHEREAS, the current X-ray machines at the Veterans Memorial Courthouse have outlived their useful life and require replacement; and

WHEREAS, the Facilities Department has determined that two Autoclear 5333DVS-160 X-ray machines are the best replacement option; and

WHEREAS, Autoclear LLC, through the Cooperative Purchasing Connection (CPC), a cooperative purchasing program based in Minnesota, has submitted a proposal for the replacement machines at a total cost of \$51,985.36; and

WHEREAS, purchases made through a cooperative contract satisfy competitive bidding requirements, eliminating the need to obtain three separate quotes; and

WHEREAS, funding is available in 245-60199-976000-25F04 for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Autoclear LLC, 18 Carlisle Road, Hawthorn Woods, IL 60047, for the replacement of X-ray machines at the Veterans Memorial Courthouse for an amount not to exceed \$51,985.36, under the Cooperative Purchasing Connection (CPC) contract.

BE IT FURTHER RESOLVED, that purchases made under the Cooperative Purchasing Connection (CPC) meet all necessary procurement requirements, and the county is not required to obtain three quotes for this purchase.

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH KNIGHT WATCH FOR THE
ACCESS CONTROL UPGRADE AT INGHAM COUNTY ANIMAL CONTROL**

RESOLUTION #25 –

WHEREAS, Ingham County Animal Control relies on an access control system to ensure security and operational efficiency; and

WHEREAS, the current Bosch system has reached the end of its useful life and requires replacement; and

WHEREAS, Knight Watch is the sole source provider of the Galaxy Control System, ensuring compatibility with existing security infrastructure; and

WHEREAS, purchases made under a sole source agreement satisfy competitive bidding requirements, eliminating the need to obtain three separate quotes; and

WHEREAS, Knight Watch has submitted a proposal totaling \$49,138.97 for the replacement of the Bosch system with a Galaxy Control System, which includes adding access control to four additional doors; and

WHEREAS, funding is available in line item 664-42199-978000-25F05.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a service agreement with Knight Watch for the access control upgrade at Ingham County Animal Control at a total cost of \$49,138.97, under a sole source procurement agreement for the Galaxy Control System.

BE IT FURTHER RESOLVED, that purchases made under this sole source agreement meet all necessary procurement requirements, and the county is not required to obtain three quotes for this purchase.

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

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH KNIGHT WATCH FOR THE
SWIPE CARD READER ADDITIONS AT THE HUMAN SERVICES BUILDING**

RESOLUTION #25 –

WHEREAS, the Human Services Building (HSB) requires additional swipe card readers to improve security and access control across 15 doors; and

WHEREAS, these security enhancements will provide better-controlled access, increased safety, and compliance with security standards; and

WHEREAS, Knight Watch is the sole source provider for the security access control system, ensuring compatibility with existing security infrastructure; and

WHEREAS, purchases made under a sole source agreement satisfy competitive bidding requirements, eliminating the need to obtain three separate quotes; and

WHEREAS, Knight Watch has submitted a proposal totaling \$67,177 for the necessary equipment and installation, including card readers, electric strikes, controllers, motion sensors, and power supplies; and

WHEREAS, a 10% contingency (\$6,717.70) is included to cover unforeseen expenses, bringing the total not-to-exceed project cost to \$73,894.70; and

WHEREAS, funding is available in budget line item 245-60199-976000-25F03.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a service agreement with Knight Watch for the swipe card reader additions at the Human Services Building, at a total project cost not to exceed \$73,894.70, under a sole source procurement agreement.

BE IT FURTHER RESOLVED, that purchases made under this sole source agreement meet all necessary procurement requirements, and the county is not required to obtain three quotes for this purchase.

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

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: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO TRANE U.S. INC., FOR THE
REPLACEMENT OF THE CHILLER AT THE HUMAN SERVICES BUILDING**

RESOLUTION #25 –

WHEREAS, the existing chiller at the Human Services Building has exceeded its useful life expectancy and requires replacement; and

WHEREAS, the Facilities Department has determined that a 130-ton air-cooled scroll chiller is the best replacement option; and

WHEREAS, Trane U.S. Inc. is an approved vendor under the Omnia cooperative purchasing agreement, which satisfies competitive bidding requirements and eliminates the need to obtain three separate quotes; and

WHEREAS, Trane U.S. Inc. has submitted a proposal for the replacement chiller, including removal of the existing unit, installation, necessary modifications, and integration into the existing control system, at a total cost of \$338,400; and

WHEREAS, funding is available in Fund 24560199-976000-25F02 for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Trane U.S. Inc., 3350 Pine Tree Road, Lansing, Michigan 48911, for the replacement of the chiller at the Human Services Building for an amount not to exceed \$338,400, under the Omnia cooperative purchasing agreement.

BE IT FURTHER RESOLVED, that purchases made under this cooperative contract meet all necessary procurement requirements, and the county is not required to obtain three quotes for this purchase.

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

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR PROCESSED ROAD GRAVELS,
VARIOUS CRUSHED AGGREGATES, CLASS 2 SAND,
AND WINTER MAINTENANCE SAND FOR 2025**

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 30,000 tons of various gravels, aggregates, and sand for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #1-25) from experienced and qualified vendors for the purchase of Processed Road Gravels, Various Crushed Aggregates, Class 2 Sand, and Winter Maintenance Sand for the 2025 calendar year, receiving eight bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the various aggregates; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for the purchase of Processed Road Gravels, Various Crushed Aggregates, Class 2 Sand, and Winter Maintenance Sand:

Sunrise Aggregates LLC located at 2100 Swan Rd, Dansville, MI 48819

Rison Transport LLC located at 5565 Duncan Lake Rd, Middleville, MI 49333

Carrick Trucking & Gravel Inc located at PO Box 638, 7535 West Emry Road, Houghton Lake, MI 48629

Stoneco of Michigan located at 2575 S. Haggerty Rd, Suite 100, Canton, MI 48188

Crandell Bros. Trucking Inc located at 800 Island Highway, Charlotte, MI 48813.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes a purchase orders with Sunrise Aggregates LLC located at 2100 Swan Rd, Dansville, MI 48819; Rison Transport LLC located at 5565 Duncan Lake Rd, Middleville, MI 49333; Carrick Trucking & Gravel Inc located at PO Box 638, 7535 West Emry Road, Houghton Lake, MI 48629; Stoneco of Michigan located at 2575 S. Haggerty Rd, Suite 100, Canton, MI 48188; and Crandell Bros. Trucking Inc located at 800 Island Highway, Charlotte, MI 48813 for Processed Road Gravels, Various Crushed Aggregates, Class 2 Sand, and Winter Maintenance Sand on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #1-25.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Sunrise Aggregates LLC., Rison Transport LLC., Carrick Trucking & Gravel Inc., Stoneco of Michigan, and Crandell Bros. Trucking Inc. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

Nays: None

Absent: None

Approved 02/04/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER
FOR HELICALLY CORRUGATED STEEL PIPE FOR 2025**

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 2,000 feet of corrugated steel pipe for use as drainage culverts and storm sewer construction; and

WHEREAS, the Purchasing Department solicited bids (IFB #2-25) from experienced and qualified vendors for the purchase of helically corrugated steel pipe for the 2025 calendar year, receiving five bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the cost associated with the purchase of the helically corrugated steel pipe; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to execute a purchase order with the following for the purchase of helically corrugated steel pipe:

Cadillac Culvert Inc. located at 5305 M-115, Cadillac, MI 49601

Contech Engineered Solutions, LLC located at 661 Jerico Drive, Mason, MI 48854

St. Regis Culvert, Inc. located at 202 Morrell Street, Charlotte, MI 48813.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes purchase orders with Cadillac Culvert Inc. located at 5305 M-115, Cadillac, MI 49601; Contech Engineered Solutions, LLC located at 661 Jerico Drive, Mason, MI 48854; and St. Regis Culvert, Inc. located at 202 Morrell Street, Charlotte, MI 48813 for helically corrugated steel pipe on an as-needed, unit price basis for a one-year period, at the rates detailed in the bid response to Invitation for Bid #2-25.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Cadillac Culvert Inc.; Contech Engineered Solutions, LLC; and St. Regis Culvert, Inc. to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR CS-T TRAP ROCK, 34CS TRAP ROCK, 29A CRUSHED NATURAL, 29A CRUSHED LIMESTONE, H1 LIMESTONE, AND OHIO #9 AGGREGATES FOR 2025

RESOLUTION #25 –

WHEREAS, the Road Department annually purchases approximately 10,000 tons of various aggregates for use during maintenance and construction operations; and

WHEREAS, the Purchasing Department solicited bids (IFB #263-24) from experienced and qualified vendors for the purchase of CS-T Trap Rock, 34CS Trap Rock, 29A Crushed Natural, 29A Crushed Limestone, H1 Limestone, and Ohio #9 Aggregates for the 2025 calendar year, receiving three bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the various aggregates; and

WHEREAS, bids were evaluated by Purchasing and Road Department staff, and it is their joint recommendation to accept bids from Yellow Rose Transport Inc. and Sunrise Aggregates LLC; and

WHEREAS, the Road Department recommends a purchase order with Yellow Rose Transport Inc. for CS-T Trap Rock, 34CS Trap Rock, 29A Crushed Limestone, H1 Limestone, and Ohio #9 Aggregates; and

WHEREAS, the Road Department recommends a purchase order with Sunrise Aggregates LLC for 29A Crushed Natural.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid and authorizes the purchase of CS-T Trap Rock, 34CS Trap Rock, 29A Crushed Natural, 29A Crushed Limestone, H1 Limestone, and Ohio #9 Aggregates from the following:

Yellow Rose Transport Inc. located at 16861 120th Ave, Nunica, MI 49448 for CS-T Trap Rock, 34CS Trap Rock, 29A Crushed Limestone, H1 Limestone and Ohio #9 Aggregates

Sunrise Aggregates LLC located at 2100 Swan Rd, Dansville, MI 48819 for 29A Crushed Natural

on an as-needed, unit price basis for a one-year period, at the rates detailed in the proposal responses to Invitation for Bid #263-24.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Yellow Rose Transport Inc. and Sunrise Aggregates LLC to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 02/04/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-014 TO AUTHORIZE A CONTRACT AMENDMENT
WITH SHERIDAN LAND CONSULTING FOR CONSULTING SERVICES TO THE INGHAM
COUNTY FARMLAND AND OPEN SPACE PRESERVATION BOARD**

RESOLUTION #25 –

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

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004 and the Ingham County Open Space Purchase of Development Rights Ordinance in October 2009; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinances authorizes the Ingham County Farmland and Open Space Preservation Board to oversee the implementation of the Farmland and Open Space Preservation Program; and

WHEREAS, through Resolution #19-914, the Ingham County Board of Commissioners is under contract with Sheridan Land Consulting for technical assistance for the implementation of the Farmland and Open Space Purchase of Development Rights Ordinance through December 2028; and

WHEREAS, from time to time it has become necessary for Sheridan Land Consulting to attend conferences and participate in other professional development activities in support of the Ingham County Farmland and Open Space Preservation program; and

WHEREAS, the Farmland and Open Space Preservation Board has recommended approval of a contract amendment with Sheridan Land Consulting to provide reimbursement for the above stated activities; and

WHEREAS, funding for this contract amendment will be derived from the Farmland and Open Space Preservation Millage dollars.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract amendment with Sheridan Land Consulting to increase the contract for technical assistance by an amount not to exceed \$10,000 annually, effective upon execution, to allow for professional development expenses, including all costs associated with registration and travel reimbursement for in-state and out-of-state conferences, memberships, subscriptions, and trainings.

BE IT FURTHER RESOLVED, that this contract is to be funded solely from Farmland and Open Space Preservation Millage dollars, and any unused funds for this purpose shall remain with the Farmland and Open Space Preservation Board fund.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #19-014 remain unchanged.

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.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 01/21/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR FOOD SERVICE ITEMS FROM
GORDON FOOD SERVICE**

RESOLUTION #25 –

WHEREAS, Ingham County is responsible for the operation of the Potter Park Zoo concessions including the Savanna Grill; and

WHEREAS, the revenue made from the sale of food items is necessary revenue for zoo operations as well as an expected component of zoo visitor experience; and

WHEREAS, Ingham County Purchasing Policies do not require three bids for cooperative agreements; and

WHEREAS, Gordon Food Service is part of the nationwide HPS cooperative agreements, #15 (Rev #22), #39 (Rev #25), #51 (Rev #23), and #54 (Rev #22); and

WHEREAS, budgeted funds are available in Zoo line item #25869200 726010 31500 for the cost of the food service items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a blanket purchase order to Gordon Food Service in an amount not to exceed \$100,000 annually through 2027 for the purchase of food service items for Potter Park Zoo concessions.

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

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Morgan, Willis, Ruest
Nays: None **Absent:** Schafer **Approved 02/03/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY FOR F Y 2024-2025**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs; and

WHEREAS, EGLE will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environment, Great Lakes, and Energy; and

WHEREAS, EGLE proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from the Ingham County Health Department (ICHHD); and

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; and

WHEREAS, the Medical Health Officer recommends that the Board of Commissioners authorize an agreement with EGLE.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE for Non-Community Programs.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED that EGLE shall reimburse ICHHD up to \$92,387 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program (Type II public) – up to \$19,834
- General Fund – up to \$52,873
- Drinking Water Long-Term Monitoring – up to \$700
- Campground Requirements – up to \$800
- Public Swimming Pools – up to \$18,180

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, Cahill, Trubac, Morgan, Willis, Ruest
Nays: None **Absent:** Schafer **Approved 02/03/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING APPOINTMENTS TO THE
INGHAM COUNTY FAMILY CENTER ADVISORY BOARD**

RESOLUTION #25 –

WHEREAS, several vacancies exist on the Ingham County Family Center Advisory Board; and

WHEREAS, the Law & Courts Committee interviewed those interested in serving on this Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints:

Joseph Beaman, 2912 Trappers Cove Trail, #2a, Lansing 48910

as a community representative on the Ingham County Family Center Advisory Board for a term expiring December 31, 2027.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer

Nays: None

Absent: Lawrence

Approved 01/30/25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE FIREARMS AND EQUIPMENT

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office has deputies who are required to carry and be proficient with handguns for the protection of the public they serve; and

WHEREAS, the Sheriff's Office would like to purchase 45 Glock model 45 handgun packages, 45 Safariland holsters, 45 Streamlight lights, 59 Mounting Plates, 14 AmeriGlo sights, and 14 Trijicon red dot sights to fully equip all deputies who have law enforcement responsibilities; and

WHEREAS, the handguns and equipment will be purchased from CMP Distributors Inc. 16753 Industrial Parkway, Lansing, MI 48906; and

WHEREAS, funds from the 2025 General Fund budget Z-List were approved for this purchase and are in the Sheriff's Office Admin Equipment Repair & Maintenance budget; and

WHEREAS, CMP is a Lansing area vendor and they will allow for trade-in of the old handguns for credit toward the purchase of ammunition needed to train with this new platform.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of Glock model 45 handguns, red dot sights, and other equipment from CMP Distributors in an amount not to exceed \$69,746.95 using Sheriff's Office Admin Equipment Repair & Maintenance #10130101-932000.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Lawrence **Approved 01/30/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE HONOR GUARD UNIFORMS

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office has deputies who are required to wear a specific style of uniform while representing the County of Ingham at events, funerals, and memorials; and

WHEREAS, the current uniforms have been in service for more than a decade and have reached their service life; and

WHEREAS, the Sheriff's Office would like to purchase 16 honor guard jackets, 16 honor guard pants, 16 honor guard hats, as well as badges, insignia, and nameplates to fully equip Honor Guard deputies that have been tasked with the responsibilities of representing the County of Ingham; and

WHEREAS, the uniforms will be purchased from J Higgins, 10559 Lackman Rd. Lenexa, KS 66219 and the name plates, badges, and insignia will be purchased through Lansing Uniform, 5310 S. Pennsylvania Ave. Lansing, MI 48911; and

WHEREAS, Lansing Uniform Company is a Lansing area vendor and J Higgins is an Ingham County purchasing approved vendor; and

WHEREAS, funds from the 2025 General Fund budget Z-List were approved for this purchase and are in the Sheriff's Office Special Units/Uniform & Accessories budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of Honor Guard uniforms from J Higgins, LTD for Honor Guard jackets, pants, and hats; furthermore, the badges and insignia will be purchased through Lansing Uniform Company in an amount not exceed \$12,170.24 using Sheriff's Office Special Units/Uniform & Accessories #10130110-74500.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Lawrence **Approved 01/30/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT GRANT FUNDS FROM THE DEPARTMENT OF STATE POLICE –
NATIONAL CRIMINAL HISTORY IMPROVEMENT PROGRAM**

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office (ICSO) Corrections Division is responsible for maintaining a Criminal History on incarcerated individuals; and

WHEREAS, ICSO shares a criminal justice partnership with the Michigan Department of State Police (MSP); and

WHEREAS, the MSP Grant and Community Services Division was awarded a grant from the U.S. Department of Justice, Office of Justice Programs to improve the Nations' safety and security by enhancing the quality, completeness, and accessibility of the criminal history record information; and

WHEREAS, the Ingham County Correctional Facility was selected by MSP to participate; and

WHEREAS, Ingham County – MSP partnership will result in a \$26,040 reimbursement grant for specified technology to achieve above; and

WHEREAS, Ingham County will purchase technology devices and software upfront using the Sheriff's Office inmate Stores Account #595-30110726010 to cover the total expense of \$26,040.

THEREFORE BE IT RESOLVED, Ingham County Board of Commissioners accepts the MSP's 2024 National Criminal History Improvement Program grant of \$26,040.

BE IT FURTHER RESOLVED, that the funds shall be used for purchase fingerprinting hardware and software to utilized within the Ingham County Sheriff's Office Facility.

BE IT FURTHER RESOLVED, that once the purchase has been made, the funds will be reimbursed through the grant award.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Lawrence **Approved 01/30/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR
LAWYER GUARDIAN AD LITEM REPRESENTATION AND TO AMEND RESOLUTION #24-306**

RESOLUTION #25 –

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide Lawyer Guardian Ad Litem representation for children in neglect and abuse cases; and

WHEREAS, the Circuit Court Juvenile Division, to reduce cost for attorney fees and provide consistent and efficient legal services for children, has contracted with specialized Lawyers Guardian Ad Litem; and

WHEREAS, the 2025 Budget approved by the Board of Commissioners, authorizes funds to contract with specialized attorneys to provide legal representation; and

WHEREAS, Resolution #24-306 established 2025 Lawyer Guardian Ad Litem pay rates for attorneys, and the Circuit Court Juvenile Division would like to amend that resolution to increase the pay rates for Attorney Shaneika Walker and Attorney Janet McDuffey; and

WHEREAS, the specialized attorneys are selected by the judiciary based on exceptional qualifications, such as good standing with the State Bar of Michigan, familiarity with this specific area of law and a well-known reputation for zealously advocating for their clients; and

WHEREAS, the Circuit Court Family Division caseloads are weighted as follows: Courtroom One .1, Courtroom Two .3, Courtroom Three .3, and Courtroom Four .3 of the Family Division docket; and

WHEREAS, it is recommended that Attorney Michael Van Huysse shall begin providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Courtroom One at rate not to exceed \$24,593.40 for the twelve-month period in calendar year 2025; and

WHEREAS, it is recommended that Resolution #24-306 be amended that Attorney Shaneika Walker shall continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Courtroom Two at a rate not to exceed \$57,384.84 for the twelve-month period in calendar year 2025; and

WHEREAS, it is recommended that Attorney Michael Staake shall begin providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Courtroom Three at a rate not to exceed \$57,384.84 for the twelve-month period in calendar year 2025; and

WHEREAS, it is recommended that Resolution #24-306 be amended that Attorney Janet McDuffey shall continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Courtroom Two at a rate not to exceed \$57,384.84 for the twelve-month period in calendar year 2025; and

WHEREAS, the Circuit Court Juvenile Division received a grant from the Michigan Department of Health and Human Services to increase the quality of legal representation for neglect and abuse cases; and

WHEREAS, the grant from the Michigan Department of Health and Human Services allows the Circuit Court Juvenile Division to distribute funds to a Lawyer Guardian Ad Litem for training, legal research, and collateral and vertical case representation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Van Huysse for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Courtroom One at a rate of \$2,049.45 a month, not to exceed \$24,593.40 for the twelve-month period in calendar year 2025.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to amend the contract with Attorney Shaneika Walker authorized through Resolution #24-306 for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Courtroom Two at a rate of \$4,782.07 a month, not to exceed \$57,384.84 for the twelve-month period in calendar year 2025.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Staake for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Courtroom Three at a rate of \$4,782.07 a month, not to exceed \$57,384.84 for the twelve-month period in calendar year 2025.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to amend the contract with Attorney Janet McDuffey authorized through Resolution #24-306 for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Courtroom Four at a rate of \$4,782.07 a month, not to exceed \$57,384.84 for the twelve-month period in calendar year 2025.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide web based legal research and court rules at a rate not to exceed \$2,000 per attorney per calendar year as budgeted in the Michigan Department of Health and Human Services grant.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide additional payments to Attorney Michael Van Huysse, Attorney Shaneika Walker, Attorney Michael Staake, and Attorney Janet McDuffey, which collectively shall not exceed \$139,262.00 for calendar year 2025, for vertical and collateral case representation on neglect and abuse cases as budgeted in the Michigan Department of Health and Human Services grant.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer

Nays: None

Absent: Lawrence

Approved 01/30/25

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest

Nays: None

Absent: Tennis, Cahill

Approved 02/05/25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE RENEWAL OF SOFTWARE SUPPORT AGREEMENT WITH
CENTRAL SQUARE TECHNOLOGIES FOR THE COMPUTER AIDED DISPATCH SYSTEM**

RESOLUTION #25 –

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the acquisition of a TriTech Computer Aided Dispatch System (CAD) for the Ingham County 9-1-1 Center under Resolution #14-081; and

WHEREAS, Trittech has since merged with two other companies to become Central Square Technologies; and

WHEREAS, the 9-1-1 Center needs to continue to contract with Central Square for the ongoing maintenance and support of the Ingham County 9-1-1 CAD system; and

WHEREAS, the 9-1-1 Director recommends continuing the use of the Central Square CAD system, and renewal of the support agreement, which has been budgeted for in the 9-1-1 Center's 2025 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025/26 Central Square Renewal of Software Support Agreement between Central Square Technologies and Ingham County 9-1-1 Center for the Computer Aided Dispatch System from April 14, 2025, through April 13, 2026, at a cost of \$186,868.15.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Lawrence **Approved 01/30/25**

FINANCE: Yeas: Morgan, Grebner, Sebolt, Polsdofer, Maiville, Ruest
Nays: None **Absent:** Tennis, Cahill **Approved 02/05/25**