

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>

MARCH 25, 2025

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM [MARCH 11, 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. COUNTY SERVICES COMMITTEE – RESOLUTION OF SUPPORT FOR THE LOCAL [BRIDGE PROGRAM FUNDING](#) APPLICATIONS FOR FISCAL YEAR 2028
 2. COUNTY SERVICES COMMITTEE – RESOLUTION TO AMEND RESOLUTION #15-459 AUTHORIZING STANDARDS OF CONDUCT FOR [INGHAM COUNTY VENDORS](#)
 3. COUNTY SERVICES COMMITTEE – RESOLUTION AUTHORIZING THE CHAIRPERSON OF THE BOARD OF COMMISSIONERS TO EXECUTE, ON BEHALF OF INGHAM COUNTY, [NO COST CONTRACT AMENDMENTS](#) IN CERTAIN SITUATIONS
 4. COUNTY SERVICES COMMITTEE – RESOLUTION [MAKING APPOINTMENTS](#) TO THE WOMEN’S COMMISSION
 5. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE \$50,000 IN 2024 HOUSING AND HOMELESS MILLAGE FUNDS TO THE INGHAM COUNTY LAND BANK TO ESTABLISH [HOUSING-RELATED TRAINING](#) SCHOLARSHIPS FOR LOCAL EMERGING DEVELOPERS

6. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A \$1,450,000 AGREEMENT WITH CAPITAL AREA HOUSING PARTNERSHIP FOR ESTABLISHING AND ADMINISTERING AN EXPANSION OF THE INGHAM COUNTY [DOWN PAYMENT ASSISTANCE PROGRAM](#) THROUGH THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY
7. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ADOPT MULTIFAMILY HOUSING [REDEVELOPMENT/DEVELOPMENT GRANT SCORING](#) PROCESS AND CALENDAR USING \$2,500,000 OF HOUSING AND HOMELESS MILLAGE FUNDS
8. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND THE [DRAIN COMMISSIONER’S FEE SCHEDULE](#) TO PROVIDE FOR A NEW “PERMIT BY NEIGHBORHOOD” DRAIN CROSSING FEE AND INSPECTION DEPOSIT FOR BROADBAND AND UTILITIES
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE CONTRACT FOR [PHONE SYSTEM UPGRADE](#) FROM SENTINEL
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE CONTRACT FOR [NETWORK SWITCHES](#) FROM SENTINEL
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR [ESRI ARCGIS SOFTWARE](#) AND SUBSEQUENT ANNUAL COSTS
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE [INSTALLATION OF DISPENSERS](#) FOR SANITARY PRODUCTS IN INGHAM COUNTY FACILITIES
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH [M & M MOVING AND STORAGE](#) FOR THE EXTENDED STORAGE OF OFFICE FURNITURE FOR THE OFFICE OF THE PUBLIC DEFENDER
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HEDRICK ASSOCIATES FOR [UNINTERRUPTIBLE POWER](#) SUPPLY SUPPORT
15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A PROFESSIONAL SERVICE AGREEMENT FOR THE [2025 WATERBORNE PAVEMENT](#) MARKING PROGRAM AND THE COLD PLASTIC COMMON TEXT & SYMBOL PAVEMENT MARKING PROGRAM
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [BUNKER HILL TOWNSHIP](#) FOR THE 2025 LOCAL ROAD PROGRAM
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR [CRACK SEAL AND MASTIC](#) USING GOVERNMENT CONTRACT PRICING FOR THE 2025-2030 FISCAL YEARS

18. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR [EQUIPMENT RENTALS](#) WITH OPTIONAL OPERATOR COSTS FOR THE 2025-2030 FISCAL YEARS
19. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [MERIDIAN TOWNSHIP](#) FOR THE 2025 LOCAL ROAD PROGRAM
20. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE [ORDER FOR ROAD SALT](#) USING GOVERNMENT CONTRACT PRICING FOR THE 2025-2030 FISCAL YEARS
21. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE AN ADJUSTMENT OF THE WAGE STRUCTURE FOR [PART-TIME CCLP LAW ENFORCEMENT AND PART-TIME CCLP CORRECTIONS DEPUTIES](#)
22. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING SUPPLEMENTING THE ICEA COUNTY PROFESSIONAL COLLECTIVE BARGAINING AGREEMENT REGARDING ON-CALL TIME FOR [IT DEPARTMENT NETWORK ADMINISTRATORS](#)
23. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE RECLASSIFICATION [REQUESTS FOR UAW TECHNICAL](#), OFFICE, PARAPROFESSIONAL AND SERVICE, ICEA COUNTY PROFESSIONALS UNIT, AND MANAGERIAL & CONFIDENTIAL EMPLOYEES
24. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND GENERAL FUND POSITION [HIRING FREEZE PROCESS](#)
25. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE MARKET [RATE EXCEPTION COMPENSATION](#) FOR THE POSITION OF HEALTH CENTER DEPUTY HEALTH OFFICER/EXECUTIVE DIRECTOR
26. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [JANIECE WILLIAMS](#), MEDICAL ASSISTANT
27. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE [FUNDING FOR THE REPAIRS](#) AT THE INGHAM COUNTY FAIRGROUNDS
28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [GRAPHIC SCIENCES, INC.](#) FOR THE TRANSPORT, STORAGE, AND RETRIEVAL OF HEALTH DEPARTMENT FILES
29. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR FY25-26 [AMERICORPS VISTA GRANT FUNDING](#)
30. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [DR. SAIF FATTEH](#) FOR DERMATOLOGY SERVICES

31. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #22-103 FOR [DENTAL SERVICE AGREEMENTS](#)
32. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A DENTAL SERVICES AGREEMENT WITH [DR. DANIEL SADLER, DDS](#)
33. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE PURCHASING NEW [DENTAL OPERATORY CHAIRS](#) FOR FOREST COMMUNITY HEALTH CENTER
34. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AGREEMENTS FOR THE [REGION 7 PERINATAL](#) QUALITY COLLABORATIVE WITH BARRY-EATON DISTRICT HEALTH DEPARTMENT AND MID-MICHIGAN DISTRICT HEALTH DEPARTMENT
35. LAW & COURTS COMMITTEE – RESOLUTION TO [HONOR TAYLOR WICKS](#), ASSISTANT PUBLIC DEFENDER, ON HER SELECTION FOR A “TOP FIVE UNDER 35” AWARD FROM THE INGHAM COUNTY BAR ASSOCIATION
36. LAW & COURTS, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A THREE-MONTH EXTENSION OF [THE LEASE AGREEMENT](#) FOR THE TEMPORARY PUBLIC DEFENDER’S OFFICE SPACE AT 300 SOUTH WASHINGTON SQUARE, SUITE 315
37. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF’S OFFICE TO SELL ONE [USED PATROL VEHICLE](#) TO THE INGHAM INTERMEDIATE SCHOOL DISTRICT
38. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO PURCHASE [THERMAL BINOCULARS](#) FOR THE SHERIFF’S OFFICE K-9 TEAM
39. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE PURCHASE AND ADDED EQUIPMENT COSTS OF [ONE FORD EXPLORER](#) FOR THE SHERIFF’S OFFICE TRAFFIC UNIT

- 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

MARCH 11, 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>

March 11, 2025

CALL TO ORDER

Chairperson Sebolt called the March 11, 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, and Willis.

Members Absent: Trubac.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Sebolt asked, Patricia Tremblay, 30th Circuit Court Judge, 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 Maiville moved to approve the minutes of the February 25, 2025 Meeting. Commissioner Grebner supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioner Trubac.

ADDITIONS TO THE AGENDA

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

13. RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI-COUNTY OFFICE ON AGING FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES
23. RESOLUTION TO AUTHORIZE AN AGREEMENT WITH BDP & ASSOCIATES AS A SOLE SOURCE VENDOR FOR THE EVALUATION OF INGHAM COUNTY HEALTH DEPARTMENT PROGRAMS
25. RESOLUTION TO AUTHORIZE AN EXTENDED AGREEMENT WITH MICHIGAN PUBLIC HEALTH INSTITUTE

MARCH 11, 2025 REGULAR MEETING

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 Lawrence moved to consider the following resolution:

RESOLUTION TO ADOPT AN AMENDED PERSONNEL POLICY NO. 107, SPECIAL PART-TIME, TEMPORARY, OR SEASONAL EMPLOYEE SICK LEAVE

Commissioner Maiville supported the motion.

The motion to allow the resolution to be considered immediately carried unanimously. Absent: Commissioner Trubac

Chairperson Sebolt stated the Resolution to Adopt an Amended Personnel Policy No. 107, Special Part-Time, Temporary, or Seasonal Employee Sick Leave would be added as Agenda Item No. 32.

PETITIONS AND COMMUNICATIONS

RESOLUTION 2025-02-023 FROM THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS IN SUPPORT OF LOCAL CONTROL AND CLAIM OF APPEAL AGAINST MICHIGAN PUBLIC SERVICE COMMISSION ORDER. Chairperson Sebolt stated this matter would be placed on file.

LIMITED PUBLIC COMMENT

Dr. Jeanne Kapenga, Addiction Medicine Specialist and Opioid Litigation Panel member, stated that the Opioid Litigation Panel had finished its first round of Request for Proposal (RFP) approvals and that almost all had been signed. Dr. Kapenga further stated it was an incredible and historic moment for the County and thanked Commissioners Tennis and Polsdofer and the Controller's Office staff for bringing them all together.

Dr. Kapenga stated they had brought some Narcan kits with them as there had been a recent a cluster overdose and ten years ago cluster overdoses were 180 to 250 people, so they knew it was a matter of when, not if, it happened again. Dr. Kapenga further stated that the Health Department had put out communications and they were thankful for that as they approached springtime, which was a time of high anxiety, especially with the current National news.

Dr. Kapenga stated that during the COVID-19 Pandemic, they saw increase of alcohol abuse and it became the number one cause for emergency room admissions. Dr. Kapenga further stated that young women were now eclipsing young men when it came to drug use and overdoses.

Shauna Dunnings, Chief Probate Judge, introduced Judge Tremblay and stated they had both Legislative and Executive branch government experience, they were fortunate to have them on the bench, and were looking forward to working with them.

Judge Tremblay stated they were eager to collaborate with the Commissioners and fortunate to get to work with such great judges.

Discussion.

MARCH 11, 2025 REGULAR MEETING

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. 13 and 26. Commissioner Tennis supported the motion.

Commissioner Maiville disclosed, under Agenda Item No. 9, that Gregg Todd, Controller, had a family member who worked for Spicer Group, Inc., which had been disclosed during committee meetings.

The motion carried unanimously. Absent: Commissioner Trubac.

Those agenda items that were on the consent agenda were approved via unanimous roll call vote. Absent: Commissioner Trubac.

Items voted on separately are so noted in the minutes.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 2**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING TREY MOULTON

RESOLUTION #25 – 099

WHEREAS, Trey Moulton has earned the highest rank attainable in Scouting, the Eagle Scout; and

WHEREAS, attaining the rank of Eagle Scout is an extraordinary milestone in the Boy Scouts of America; and

WHEREAS, approximately 6% of scouts across the nation achieve this high honor, making it one of the most respected and sought-after awards for youth in the United States; and

WHEREAS, the path to becoming an Eagle Scout requires a commitment to leadership, community service, and personal growth, with scouts completing a variety of merit badges, leadership roles within their troop, and a final service project that benefits their community; and

WHEREAS, Trey Moulton has fully embraced the values of the Boy Scouts, demonstrating exceptional leadership and character throughout his journey; and

WHEREAS, he has shown a commitment to excellence, both in his personal development and in his contribution to the community; and

WHEREAS, for his Eagle Scout service project, Trey led a project to support the Williamston community as he worked diligently to improve the local area through hands on service that was of great benefit to both the residents and the community as a whole; and

WHEREAS, his leadership, initiative and dedication to helping others embody the principles that the Eagle Scout rank stands for.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulate Trey Moulton for his outstanding accomplishments and for earning the rank of Eagle Scout.

BE IT FURTHER RESOLVED, that the Board extends its sincere appreciation to Trey for serving as a positive role model for the youth in our community.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 03/04/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECOGNIZE MARCH 2025 AS WOMEN'S HISTORY MONTH
IN INGHAM COUNTY**

RESOLUTION #25 – 100

WHEREAS, women of every race, religion, class, citizenship status, ability status, sexuality, and ethnic background have made historic contributions to the growth and strength of the United States in countless recorded and unrecorded ways; and

WHEREAS, American women served as early leaders in the forefront of every major progressive social change movement, securing their own rights of suffrage and equal opportunity; and

WHEREAS, Michigan women make up more than 50 percent of the population; and

WHEREAS, Michigan women have played and continue to play critical economic, cultural, and social roles to advance our state, helping to create a fair and more just society; and

WHEREAS, despite advances, the role of women in our history is still overlooked and undervalued in the literature, teaching, and study of American history; and

WHEREAS, there are many strong women in Ingham County who have and will continue to empower others, inspire fellow women, and create history right in our backyard; and

WHEREAS, women in Ingham County are not afraid to overcome challenges, become leaders, and break barriers; and

WHEREAS, we take this opportunity to honor the countless recorded and unrecorded achievements of Ingham County women as they, too, make history in seen and unseen ways each day.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners join the Ingham County Women's Commission in recognizing March 2025 as Women's History Month in Ingham County.

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

Nays: None

Absent: None

Approved 03/04/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 4**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #23-390 TO AMEND PROJECT BENCHMARKS AND AFFORDABILITY PROVISIONS IN THE \$1,230,000 SCATTERED SINGLE-FAMILY HOUSE AGREEMENT WITH INGHAM COUNTY LAND BANK USING AMERICAN RESCUE PLAN ACT FUNDS

RESOLUTION #25 – 101

WHEREAS, the Ingham County Board of Commissioners (the Board), through Resolution #22-211 allocated \$9,000,000 in American Rescue Plan Act (ARPA) funds for affordable housing opportunities through the Ingham County Housing Trust Fund; and

WHEREAS, in Resolution #23-047, the Board approved \$1,750,000 from the Housing Trust Fund for the Ingham County Land Bank (ICLB) Scattered Single Family Home projects, which was to include construction and rehab of up to 16 units on available ICLB parcels throughout Ingham County; and

WHEREAS, the Board authorized an amendment, through Resolution #23-390 to update the ICLB Scattered Single-Family agreement project plan to construct or rehab up to nine (9) units on available ICLB parcels, reducing the agreement amount to \$1,230,000, diverting \$520,000 for other housing projects and related activities; and

WHEREAS, housing constructed using ARPA funds must meet federal requirements to make all units available for households at or below 120% Area Median Income (AMI) at below-market rates, and secure unit affordability for a period of 20 years; and

WHEREAS, due to rising construction costs and the Land Bank's success securing other state and federal funds to leverage County ARPA dollars, the agreement should be updated to reflect an updated project plan to utilize County ARPA funds to construct or rehab no more than eight (8) single-family homes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract amendment with the Ingham County Land Bank for the construction or rehab of eight (8) scattered single family homes, and to add provisions to secure unit affordability for buyers at or below 120% AMI for a minimum of 20 years.

BE IT FURTHER RESOLVED that the authorized contract amount of \$1,230,000 with the Ingham County Land Bank for scattered single-family houses will not change with this amendment.

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

MARCH 11, 2025 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson 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 03/04/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 5**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE i3-IMAGESOFT ANNUAL SUPPORT

RESOLUTION #25 – 102

WHEREAS, OnBase is a comprehensive document imaging and workflow platform developed and supported by i3-ImageSoft that is heavily utilized by our courts and a few other departments; and

WHEREAS, utilization of the OnBase application by the County is key to our document management and several new projects will increase its streamlining of our processes; and

WHEREAS, the current support agreement with i3-ImageSoft expired on December 31st, 2024; and

WHEREAS, the annual contract amount of \$44,782 is in the approved 2025 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the OnBase annual support for 2025 from i3-ImageSoft by paying the invoice in the amount not to exceed \$44,782.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology’s Imaging Fund (636-25870-932050).

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

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 03/04/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 6**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE FIBER MAKE READY COSTS FROM CONSUMERS ENERGY

RESOLUTION #25 – 103

WHEREAS, Ingham County is working on a project for strengthening our County network in accordance with the American Rescue Plan Act (ARPA) funding requirements; and

WHEREAS, an additional location was identified that requires make ready costs for fiber broadband installation to the Ingham County Fairgrounds, which is currently served by a subpar connection; and

WHEREAS, the funds have been budgeted in the current fiscal year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the payment of the invoice for fiber make ready costs from Consumers Energy in the amount not to exceed \$8,100.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Ingham County Network Fund Contracted Services Account.

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

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 03/04/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #24-449 TO AUTHORIZE ADDITIONAL DENTAL CABINERY WORK AT FOREST COMMUNITY HEALTH CENTER

RESOLUTION #25 – 104

WHEREAS, the Ingham County Board of Commissioners previously authorized Resolution #24-449, approving renovations at the Forest Community Health Center to enhance patient privacy and improve dental care services; and

WHEREAS, additional cabinetry work has been identified as a necessary component of the renovation project to optimize functionality and enhance dental treatment areas; and

WHEREAS, the cost for the additional cabinetry work, including installation, amounts to \$108,864.12, as per the updated quote received from Patterson Dental; and

WHEREAS, the total project cost, including the base renovation cost and additional cabinetry work, will now not exceed \$612,147.11, which includes a 10% contingency for unforeseen expenses; and

WHEREAS, the budget line item has been updated to 51161520-528000-23F11 to properly reflect the funding source for this project; and

WHEREAS, the Facilities Director recommends proceeding with the additional cabinetry work to ensure the Forest Community Health Center continues to provide optimal services to the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #24-449 to include the additional cost of \$108,864.12 for cabinetry work.

BE IT FURTHER RESOLVED, that the total authorized project cost is now revised to not exceed \$612,147.11, which includes a 10% contingency to cover unforeseen expenses.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts or documents for the additional cabinetry work after review by the County Attorney.

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

Nays: None

Absent: None

Approved 03/04/25

MARCH 11, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRANE U.S. INC. FOR THE
RECOMMISSIONING OF THE FOREST COMMUNITY HEALTH CENTER**

RESOLUTION #25 – 105

WHEREAS, the Building Automation System (BAS) at the Forest Community Health Center requires recommissioning to maintain optimal efficiency and ensure continued energy savings; and

WHEREAS, the Facilities Department has determined that recommissioning the BAS, including necessary adjustments and repairs, will enhance building automation performance and align with the County’s energy conservation initiatives; and

WHEREAS, Trane U.S. Inc. has submitted a proposal of \$17,220 for the recommissioning project, including all necessary labor, equipment and commissioning services; and

WHEREAS, funding for this project is available through the Community Energy Management Grant (Resolution #24-401) under Funding line 10122300 818000 CEMGP; 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, ensuring compliance with county purchasing policies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Trane U.S. Inc., 3350 Pine Tree Road, Lansing, MI 48911, for the recommissioning of the Forest Community Health Center BAS, for an amount not to exceed \$17,220.

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 and execute any related documents consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts and documents upon approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 03/04/25**

MARCH 11, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND AN ENGINEERING SERVICES AGREEMENT FOR
THE 2025 BRIDGE INSPECTION PROGRAM**

RESOLUTION #25 – 106

WHEREAS, by federal law each state is responsible for the inspection of all bridges within their borders, but allows states to transfer delegation to applicable local agencies; and

WHEREAS, historically, the Michigan Department of Transportation (MDOT) has delegated their authority to applicable local road agencies to inspect bridges under their jurisdiction and to annually submit results to MDOT; and

WHEREAS, MDOT compiles all bridge inspection data into a report that is submitted to the Federal Highway Administration, which ultimately is used to guide decisions about federal transportation funding levels and program requirements; and

WHEREAS, the Road Department does not have the staff or expertise to perform bridge inspections to meet National Bridge Inspection Standards; and

WHEREAS, in 2022, the Ingham County Purchasing Department received proposals for RFP #240-22 from MDOT prequalified and experienced engineering firms to provide bridge inspection services for 2023-2024; and

WHEREAS, the Ingham County Board of Commissioners passed Resolution #23-010 authorizing an agreement with Spicer Group, Inc.; and

WHEREAS, the current engineering services agreement for the Bridge Inspection Program expired at the end of 2024; and

WHEREAS, due to the potential risk of losing federal funding in the future, MDOT is planning to rescind delegation of bridge inspections from local agencies and oversee these responsibilities for all bridges within the state of Michigan, commencing at a date to be determined later this year; and

WHEREAS, the Director of the Purchasing Department and the Managing Director of the Road Department are in concurrence that an extension of this agreement (Clerk File #171-23) is in the best interest of the County; and

WHEREAS, Spicer Group, Inc has agreed to an extension of the contract terms and holding the unit prices as provided in the 2023-2024 engineering services agreement for the 2025 fiscal year; and

WHEREAS, the costs for the bridge inspection program are included in the annual Road Fund Budget.

MARCH 11, 2025 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the contract terms and holding the unit prices as provided in the 2023-2024 engineering services agreement with Spicer Group, Inc located at 1595 W. Lake Lansing Rd, Suite 200, East Lansing, MI 48823 for the 2025 Bridge Inspection Program.

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 03/04/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH ALAIEDON, AURELIUS, INGHAM,
LANSING, LEROY, LESLIE, LOCKE, ONONDAGA, STOCKBRIDGE, VEVAY, WHEATFIELD,
AND WILLIAMSTOWN TOWNSHIPS FOR THE 2025 LOCAL ROAD PROGRAM**

RESOLUTION #25 – 107

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as a township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department’s budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Alaiedon Township, Aurelius Township, Ingham Township, Lansing Township, Leroy Township, Leslie Township, Locke Township, Onondaga Township, Stockbridge Township, Vevay Township, Wheatfield Township, and Williamstown Township have coordinated with the Road Department to schedule work for the 2025 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2025 construction season; and

WHEREAS, the Road Department only charges for materials and vendor expenses in most circumstances, and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township; and

WHEREAS, the Road Department’s capped match contribution in the total amount of \$688,462.79 combined for these twelve townships is included in the adopted 2025 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with Alaiedon Township, Aurelius Township, Ingham Township, Lansing Township, Leroy Township, Leslie Township, Locke Township, Onondaga Township, Stockbridge Township, Vevay Township, Wheatfield Township, and Williamstown Township for the 2025 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the respective township projects up to the capped allocation amounts as shown in the attached table.

MARCH 11, 2025 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Road Department shall invoice each respective township for their portion of the project costs at the conclusion of the construction season.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign all necessary agreements 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 03/04/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

2025 Local Road Program (LRP)							
Township	Roll Over Balance Thru 2024	2025 ICRD Match Allocation	Total 2025 Match Available	Proposed 2025 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Alaiedon	\$0.00	\$45,000.00	\$45,000.00	HMA overlay on Lamb Road (Okemos Rd to Walline Rd), Chip seal and fog seal on Walline Road (Holt Rd to Lamb Rd) and Simmons Road (Holt Rd to Lamb Rd)	\$169,615.80	\$124,615.80	\$45,000.00
Aurelius	\$0.00	\$50,000.00	\$50,000.00	HMA overlays on Toles Road (Gale Rd to Onondaga Rd) and Curtice Road (Eifert Rd to Aurelius Rd)	\$234,657.50	\$184,657.50	\$50,000.00
Ingham	\$789.39	\$33,300.00	\$34,089.39	Gravel Reshaping on Jessop Road (Dexter Trail to M-36)	\$60,984.00	\$30,492.00	\$30,492.00
Lansing	\$61,970.36	\$60,000.00	\$121,970.36	Cold milling operations and asphalt overlay on Snow Glen Lane (Ravenswood Dr to Briarwood Rd), Springbrook Lane (Briarwood Rd to 890' West of Ravenswood Dr), and Briarwood Road (Willow St to 120' past Ravenswood Dr)	\$200,143.84	\$100,071.92	\$100,071.92
Leroy	\$0.00	\$45,000.00	\$45,000.00	HMA overlays on Meech Road (Holt Rd to Frost Rd in coordination with Wheatfield Township), Risch Road (Howell Rd to Dennis Rd), and O'Hanion Court (entire length).	\$230,739.16	\$185,739.16	\$45,000.00
Leslie	\$1,745.13	\$50,000.00	\$51,745.13	HMA overlay on Wright Road/Scofield Road (from Hawley Rd as far as possible to Covert Rd , for a budget of \$103,490.26)	\$103,490.26	\$51,745.13	\$51,745.13
Locke	\$21,893.11	\$45,000.00	\$66,893.11	HMA overlay on Dietz Road (Rowley Rd to Moyer Rd), Dietz Road (Bell Oak Rd to Sherwood Rd). Pulverizing and gravel reshaping on Pringle Road (Haslett Rd to Colby Rd) and Colby Road (M52 to Pringle Rd)	\$266,397.30	\$199,504.19	\$66,893.11
Onondaga	\$93,837.88	\$45,000.00	\$138,837.88	HMA overlay on Rossman Road (Waverly Rd to Baldwin Street).	\$233,772.00	\$116,886.00	\$116,886.00
Stockbridge	\$0.00	\$33,300.00	\$33,300.00	HMA Overlay on N. Main Street (City Limit to Dexter Trail); Pulverizing and Gravel Reshaping on Craig Road (Shepper Rd to Twp Line)	\$121,916.03	\$88,616.03	\$33,300.00
Vevay	\$4,853.13	\$55,000.00	\$59,853.13	HMA overlay on Hawley Road (Rolfe Rd to Dexter Trail) and Hawley Road (Barnes Rd to Rolfe Rd)	\$234,657.50	\$174,804.37	\$59,853.13
Wheatfield	\$0.00	\$33,300.00	\$33,300.00	HMA overlay on Meech Road (Holt Rd to Frost Rd in coordination with Leroy Township)	\$58,443.00	\$29,221.50	\$29,221.50
Williamstown	\$0.00	\$60,000.00	\$60,000.00	HMA overlays on Turner Road (Meridian Rd to Burkley Rd) and Barry Road (Shoeman Rd to Zimmer Rd)	\$292,215.00	\$232,215.00	\$60,000.00
Totals			\$739,989.00		\$2,207,031.39	\$1,518,568.60	\$688,462.79

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR REFLECTIVE SIGN FACES,
COMPLETE SIGNS, ALUMINUM SHEET SIGN PANELS, REFLECTIVE SHEETING MATERIAL,
AND SIGN POSTS FOR 2025**

RESOLUTION #25 – 108

WHEREAS, the Road Department annually purchases signs and posts of various sizes and specifications to replace damaged or outdated signs throughout Ingham County; and

WHEREAS, the Purchasing Department solicited bids (IFB #4-25) from experienced and qualified vendors for the purchase of reflective sign faces, complete signs, aluminum sheet sign panels, reflective sheeting material, and sign posts for the 2025 calendar year, with an option for a one-year renewal, receiving six bids; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the purchase of the reflective sign faces, complete signs, aluminum sheet sign panels, reflective sheeting material, and sign posts; 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 vendors for the purchase of reflective sign faces, complete signs, aluminum sheet sign panels, reflective sheeting material, and sign posts:

Dornbos Signs Inc. located at 619 W Harris St, Charlotte, MI 48813

Michigan State Industries located at 206 E. Michigan Ave, Lansing, MI 48933.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bids and authorizes purchase orders with Dornbos Signs Inc. located at 619 W Harris St, Charlotte, MI 48813 and Michigan State Industries located at 206 E. Michigan Ave, Lansing, MI 48933 for reflective sign faces, complete signs, aluminum sheet sign panels, reflective sheeting material, and sign posts on an as-needed, unit price basis for a one-year period, with an option for a one-year renewal, at the rates detailed in the bid response to Invitation for Bid #4-25.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute purchase orders with Dornbos Signs Inc. and Michigan State Industries 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.

MARCH 11, 2025 REGULAR MEETING

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 03/04/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 12**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING THE BUDGET CALENDAR FOR 2026

RESOLUTION #25 – 109

WHEREAS, Public Act 621 of 1978 provides that the Board of Commissioners establishes an appropriate time schedule for preparing the budget; and

WHEREAS, this Act requires that each elected official, department head, administrative office or employer of a budgetary center shall comply with the time schedule and requests for information from the Controller.

THEREFORE BE IT RESOLVED, that the attached budget calendar for the 2026 budget process be adopted.

BE IT FURTHER RESOLVED, that the County Clerk shall be directed to provide written notification of the attached budget calendar to all elected officials and department heads.

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

2026 BUDGET CALENDAR

March 5	Finance Committee recommends 2026 budget calendar.
March 11	Board of Commissioners approves 2026 budget calendar.
April 17 - 23	Committees review fees for various county services to make recommendations for any appropriate increases to be effective January 1, 2026.
May 1 – May 7	Committees may make recommendations for increases to fees for various county services to be effective January 1, 2026.
May 13	Board of Commissioners considers updates to fees for various county services to be effective January 1, 2026.
May 19	Department heads, elected officials and agencies, submit operating and capital budgets.
June 11 - 26	Controller holds budget meetings with departments.
July 31 (tentative)	Community agencies submit applications for 2026 funding.
August 14	Controller's Recommended Budget distributed to the Board of Commissioners.
August 21 – 27	Liaison Committees hold hearings on operating and capital budget recommendations.
September 10	Finance Committee holds hearing and makes operating and capital improvement budget recommendations.
October 28	Board holds public hearing on the General Fund Budget. Board adopts operating and capital budgets and mileages.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 13**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI-COUNTY OFFICE ON AGING FOR
ELDER SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION #25 – 110

WHEREAS, the growth of the 60 and over population throughout the country, including regional, state, and county areas, is impacting the services the Tri-County Office on Aging (TCOA) delivers; and

WHEREAS, more than 57,000 seniors (age 60+) live in Ingham County, and thousands lack the financial means to fully care for themselves; and

WHEREAS, many seniors in Ingham County have multiple chronic conditions that make everyday living difficult; and

WHEREAS, as of May 31, 2020, there were almost 200 older adults in Ingham County on wait lists to receive essential services such as assistance with bathing and other personal care, homemaking chores (including snow removal), and respite programs for caregivers; and

WHEREAS, the millage will help reduce waitlists that are expected to rise dramatically with the rapid growth of the older population; and

WHEREAS, in August 2024 the electorate authorized a continuation countywide elder services millage level of 30/100 (.30) of one mill for a period of four (4) years (2024-2027) to be used for the purpose of authorizing funding to eliminate wait lists and expanding critical services such as in-home care, meals on wheels and crisis services, and support for senior centers to support the growing population of persons age sixty (60) and older residing in Ingham County; and

WHEREAS, TCOA has submitted a proposal to Ingham County to use Elder Services Millage dollars to fund a comprehensive array of essential services to Ingham County residents age 60 and older; and

WHEREAS, funds from the Elder Services Millage are included 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 \$2,704,224 with Tri-County Office on Aging (TCOA) for services provided to Ingham County residents for the period of January 1, 2025 through December 31, 2025.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

MARCH 11, 2025 REGULAR MEETING

BE IT FURTHER RESOLVED, that funds will be utilized by TCOA for Elder 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.

HUMAN SERVICES: The Human Services Committee tabled the resolution 03/03/25

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

Nays: Tennis, Maiville **Absent:** Ruest **Approved 03/05/25**

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

Commissioner Morgan stated the purpose of the resolution and that the Finance Committee had voted to push it through so that the Tri-County Office on Aging (TCOA) would have clarity as they continued into the contract year.

Commissioner Maiville stated that it was typical of committees to respect when another committee tabled something and thought the full Board of Commissioners should respect the decision of the Human Services Committee.

Commissioner Maiville moved to table the resolution. Commissioner Schafer supported the motion.

The motion to table the resolution failed via roll call vote. **Yeas:** Grebner, Maiville, Ruest, Schafer, Tennis.

Nays: Cahill, Johnson, Lawrence, Morgan, Peña, Polsdofer, Pratt, Willis, Sebolt. **Absent:** Trubac.

Commissioner Peña stated they were thankful to TCOA for the services that they provided, including transportation for seniors and suitable housing.

Commissioner Schafer stated she supported tabling the resolution out of respect for the Chairperson of the Human Services Committee. Commissioner Schafer further stated they had a discussion at the March 3, 2025 Human Services Committee meeting and had tabled the resolution to get more answers from TCOA, not to change the amount that TCOA would receive, as they wanted to make sure they knew where the money was going as they went forward.

Commissioner Schafer stated she was disappointed that they did not respect decision of the Chairperson of the Human Services Committee.

Commissioner Willis asked if adopting the resolution prohibited the Human Services Committee from revisiting it.

Chairperson Sebolt stated they were not sure of the ins and outs of the contract, but were sure that there was some oversight they could exercise over TCOA, though the contract was only for one year and they could make changes in the following year.

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Commissioner Willis stated they understood the conflict around not honoring the decision of the Human Services Committee, but they were also in support of moving the resolution forward and continuing the conversation.

Commissioner Cahill stated they agreed with Commissioner Willis, that they did not want anyone to have any hard feelings, and going forward they had lots to learn.

Commissioner Maiville stated he would be voting in support of the resolution, as tabling it was a matter of principle since the Human Services Committee had tabled it. Commissioner Maiville further stated that it was ironic how three of the most senior members of the Board of Commissioners had voted to table the resolution.

Commissioner Johnson stated they knew that TCOA was present and that they would be giving a presentation and the next Human Services Committee meeting. Commissioner Johnson further suggested that TCOA should provide some sort of quarterly update to the Commissioners, as they would like to stay abreast of their progress and the impacts being made.

Discussion.

Commissioner Ruest stated they would be voting in support of the resolution, but hoped the discussion would continue, since they were told it would continue last year, and it never did.

Commissioner Pratt stated they planned to support the resolution since it was crucial for their constituents and they were not sure if there had been any delays in services in the two months that had passed since the first of the year. Commissioner Pratt further stated if it had been the intention of the previous Board of Commissioners to set a budget with the expectation of a certain amount of funds, it did not appear there was a meeting of the minds about where those funds were going and would think they would then carry on with the practice they previously had.

Commissioner Pratt stated they hoped there would be an opportunity for the Board of Commissioners to go back and reevaluate how the funds should be distributed and see if there was room to adjust.

Chairperson Sebolt stated, as they had previously mentioned, the contract had been budgeted during the budget process and that would have been wonderful time to pull it out and pick it apart if they wanted to do something different. Chairperson Sebolt further stated that some Commissioners were sticklers about doing things outside of the budget process, yet seemed very happy to do this outside of the budget process.

Commissioner Polsdofer stated they would support the resolution, but before they went too far into the fiscal year, they wanted to have a robust discussion on how to support senior centers within the County and what the appropriate level of funding would be, so that as fiscal years turned over, they would be able to accrue something that would allow them to assist in meaningful ways.

Discussion.

MARCH 11, 2025 REGULAR MEETING

Commissioner Lawrence stated that further conversations about the issue were incumbent on them as the Board of Commissioners. Commissioner Lawrence further stated that TCOA should not have their funding threatened because the Commissioners dropped the ball and did not have a conversation.

Commissioner Lawrence stated that Commissioner Johnson's idea regarding updates from TCOA would be a good idea to have at future Democratic Caucus meetings.

Chairperson Sebolt stated it could also be done at Board Leadership meetings.

Commissioner Tennis stated they appreciated the discussion and what they were hearing was that they wanted to make sure TCOA was funded, and though they did not think there was any intention to change the figure, there were some additional revenues from the Elder Services Millage that the Human Services Committee wanted to package into something, and to look at the Fund Balance to see if they could support other senior centers. Commissioner Tennis further stated that they understood that they wanted to support TCOA, though they also wanted to find money for senior centers, but they should not forget about the Probate Court positions, so as Human Services Chairperson, they would try to satisfy all the requests.

Commissioner Morgan stated that he and Commissioner Tennis had known each other for almost 20 years and they generally agreed, but in their field, they did not take things personally, so even when it looked like they did not get along, they did.

Commissioner Cahill stated that TCOA had a meeting on March 17, 2025 at 3:30 p.m. in the Human Services Building, and provided the dates for several other upcoming meetings. Commissioner Cahill further stated that their fellow Commissioners could look at the reports that were presented at those meetings.

Commissioner Willis stated, if all else failed, this would be good topic to discuss at a potential Board Retreat.

The motion to adopt the resolution carried unanimously. Absent: Commissioner Trubac.

MARCH 11, 2025 REGULAR MEETING

YEAR 2025

II.SERVICES TO BE PROVIDED BY THE CONTRACTOR. The Contractor shall provide a comprehensive array of critical services to Ingham County residents age 60 and older including:

- a) Managing and operating Home Delivered Meals (commonly known as Meals on Wheels), Carryout Meals and Congregate (Senior) Dining Sites, providing meals to address food insecurity and meet the nutritional and social needs of the growing population of older adults. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act.
- b) Providing individuals with In-Home Services and supports depending on the need, designed to provide or enhance their independence and avoid the need for residential/skilled nursing living arrangements. Supports can include personal care (such as assistance with bathing and dressing) homemaking services, grocery shopping assistance, and respite support for persons caring for older adults. Priority will be given to individuals currently on TCOA's wait lists and others who may not meet the nursing facility level of care determination but are at risk of health decline or lack of independence without support. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act.
- c) Supplying Chore Services such as snow removal and yard work to enhance safety and enable older adults to remain living in a safe independent environment.
- d) Supporting Healthy Aging and Wellness Activities such as healthy living classes for persons with diabetes and other chronic conditions, caregiver workshops, and other opportunities to engage older adults in the community to promote socialization and prevent isolation, depression and worsening chronic conditions. Community agencies and senior centers are encouraged to complete the simple grant application available from TCOA for qualified activities.
- e) Providing Crisis Services and gap filling supports through financial or other assistance in addressing utility shut offs and safe housing-related expenses (emergency shelter, fumigation, eviction prevention, property tax assistance, etc.) and other immediate needs such as bus passes for low-income seniors in imminent danger of losing independence. Assistance may be available for caregivers to meet one-time, emerging needs in support of the older adult.
- f) Supplying gap-filling support to meet the Non-Covered Medical needs of low-income older adults to prevent serious health crises. Expenses may include prescription medications, dental/oral health care, durable medical equipment (i.e. walkers, shower benches), and hearing aids that are not covered through Medicare or other means. Non-emergency medical transport can be arranged for those awaiting approval for transportation services through Medicaid or Medicare.
- g) Managing and operating Information & Assistance Services to community members with questions about available programs and services, or those who otherwise do not know where to turn. These community members may be seniors, adults with disabilities or the family and friends that support them.

The questions or circumstances may be straight forward and result in a simple referral or exchange of information, or they may be more complex, requiring significant time and follow-up. Services may include the support of a Community Resource Navigator who has specific training, knowledge of community resources, and background in working with older adults who have chronic health and emotional needs who are not connected to any other supports and have immediate needs.

MARCH 11, 2025 REGULAR MEETING

- h) Connecting low income and underserved individuals and their families to Legal Services to provide legal protection, advocacy and representation in the areas of elder abuse, public benefits, senior justice and elder rights. Services also include the Long-Term Care Ombudsman who advocates for the health, safety and rights of persons in nursing and other care facilities and may also include the education of local law enforcement and other key organizations and community partners on elder abuse.
- i) Ten percent of the funds received under this agreement shall be used to pay for the staffing, overhead and other associated costs for the additional administration of the millage.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 14**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING WITH MERIDIAN TOWNSHIP FOR A PRESCRIBED BURN AND STEWARDSHIP PROGRAM AT LAKE LANSING PARK NORTH

RESOLUTION #25 – 111

WHEREAS, the Ingham County Parks Department periodically works with the Meridian Land Preservation Board to conduct prescribed burns; and

WHEREAS, Meridian Township desires to implement a stewardship plan with the Ingham County Parks Department; and

WHEREAS, the prescribed burns and stewardship activities would be coordinated with the Park Manager on specific dates to be determined at Lake Lansing Park North.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Memorandum of Understanding (MOU) with the Meridian Land Preservation Board for conducting prescribed burns and stewardship activities at Lake Lansing Park North.

BE IT FURTHER RESOLVED, that the Ingham County Parks will collaborate with the County's legal team to review and develop the necessary Memorandum of Understanding language prior to implementation, outlining the specific details of this agreement.

BE IT FURTHER RESOLVED, that the term of the agreement for the burn management and stewardship scheduling will be established by staff, legal counsel, and Meridian Land Preservation Board/Meridian Township for a term of 5 years.

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, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 15**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION IN SUPPORT OF STATE DESIGNATION FOR THE
RED CEDAR RIVER WATER TRAIL**

RESOLUTION #25 – 112

WHEREAS, the Red Cedar River Water Trail is a canoe/kayak trail along the Red Cedar River in Ingham County that runs from Williamston and merges with the Grand River in downtown Lansing; and

WHEREAS, the Red Cedar River has been an underutilized resource, while the river is one of the most significant natural features in Ingham County, for a variety of reasons, until recently, it was rarely used for recreation; and

WHEREAS, over the past few years there has been a broad-based community effort to bring attention to the river, to bring recreation back and to develop the Red Cedar River Water Trail which involved removal of log jams to allow navigation, launch sites have been enhanced, information kiosks have been installed, litter and trash has been removed, and an annual River Day Celebration has been organized; and

WHEREAS, where the Red Cedar River connects with the Grand River, the water trail merges with the Middle Grand River Water Trail, paddlers continuing downstream will reach the Lower Grand River Water Trail, which ends in Grand Haven providing a unique opportunity to paddle from Williamston to Lake Michigan on these connected water trails; and

WHEREAS, to bring the Red Cedar River Water Trail to its full potential it is necessary to seek state designation, the Middle Grand and Lower Grand water trails were previously designated as state water trails and with the addition of the Red Cedar, this will be the longest network of water trails in the state; and

WHEREAS, state designation of the Red Cedar River Water Trail will celebrate the Red Cedar River as one of the most important natural features in Mid-Michigan; recognize the Red Cedar River Water Trail as a significant water trail in the state, one which is exemplary of the diverse landscapes of Mid-Michigan; expand river-based recreational opportunities for residents and visitors to Mid-Michigan; offer canoe and kayak trips of varying distances for paddlers and segments that are appropriate for all skill levels and expand fishing and wildlife viewing opportunities; and

WHEREAS, state designation of the Red Cedar River Water Trail will also recognize Native American history associated with the Red Cedar River; highlight the Red Cedar River's importance to the development of Mid-Michigan communities and provide economic development opportunities for river-based businesses; contribute to the longest water trail network in the state by connecting with the Middle Grand River Water Trail and the Lower Grand River Water Trail and enhance aesthetics, quality of life, livability, and vibrancy of Red Cedar River communities.

MARCH 11, 2025 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby support state designation of the Red Cedar River Water Trail and recognize the benefits and opportunities it will bring to the Mid-Michigan area and the residents of Ingham County.

BE IT FURTHER RESOLVED, that the Board applauds the efforts of the Middle Grand River Organization of Watersheds (MGROW), the Tri-County Regional Planning Commission, the Lansing Oar and Paddle Club, area Rotary Clubs, and a variety of other interest groups for their work and commitment to achieving their goal of state designation of the Red Cedar River Water Trail.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 16**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING AN APPOINTMENT TO THE MATERIALS MANAGEMENT PLANNING
COMMITTEE**

RESOLUTION #25 – 113

WHEREAS, pursuant to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115) the Ingham County Solid Waste Planning Committee was established by the Board of Commissioners; and

WHEREAS, recent amendments to Part 115 went into effect on March 29, 2023 and require that all counties prepare a Materials Management Plan (MMP), which, after approved, will replace the Solid Waste Management Plan; and

WHEREAS, the amendments to Part 115 require that a Materials Management Planning Committee be appointed with representatives from specific sectors; and

WHEREAS, applicants were received for the specific seats on the Materials Management Planning Committee and were interviewed by the Human Services Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby waive the residency requirement and appoint

Michael Gray, 312 Eureka Ave SE, Grand Rapids, 49506

to the Materials Management Planning Committee to a term that expires July 31, 2029 as the representative of a business that generates a managed material.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 17**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADJUST THE 2025 INGHAM COUNTY FAIR BUDGET

RESOLUTION #25 – 114

WHEREAS, Resolution #24-603 authorized the purchase of Jack O’ Lanterns Unleashed from Debbi Katz Productions; and

WHEREAS, budget adjustments are necessary to account for the expenses and revenues associated with the event; and

WHEREAS, the Fair Board has reviewed the proposed budget adjustments prepared by the Fairgrounds Events Director and have voted to approve the adjustments.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the Fair Fund as described below:

Expenses:

Line Item	Line Item Number	Approved Budget	Adjustment	Revised Budget
Contractual Services	56176013 818000	32000	39000	71000
Supplies	56176013 726010	8000	49960	57960
Salaries & wages temp	56176013 705000	5000	45000	50000
Gas Grease & Oil	56176013 747000	12000	2000	14000

Revenues:

Line Item	Line Item Number	Approved Budget	Adjustment	Revised Budget
Advanced Admissions	56176013 651020	0	115000	115,000
Food Concessions	56176013 667030	5000	35000	40,000
Misc. Revenue	56176013 688220	250	9750	10000
Sponsorship	56176013 675400	6000	6000	12000

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

Nays: None

Absent: Morgan

Approved 03/03/25

MARCH 11, 2025 REGULAR MEETING

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 18**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE IVERSON ELECTRIC, LLC TO COMPLETE ELECTRICAL UPGRADES TO THE NORTH END CAMPING AT THE INGHAM COUNTY FAIRGROUNDS

RESOLUTION #25 – 115

WHEREAS, the north end camping at the Fairgrounds has insufficient electrical distribution; and

WHEREAS, the Fairgrounds is under contract with Iverson Electric, LLC for electrical services; and

WHEREAS, Iverson Electric, LLC provided an estimate not to exceed \$21,432 to upgrade the electrical service on the north end of the Fairgrounds; and

WHEREAS, the Fair Board voted to authorize \$21,432 from hotel/motel funds be spent to pay for this project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve Iverson Electric to complete the needed electrical upgrades to the north end camping for an amount not to exceed \$21,432.

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, Willis, Ruest, Schafer

Nays: None

Absent: Morgan

Approved 03/03/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 19**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH SAFFIRE, LLC FOR AN ONLINE TICKETING SYSTEM

RESOLUTION #25 – 116

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors for the purpose of entering into a contract to provide a turnkey online ticketing company for the Fair; and

WHEREAS, an online ticketing system will allow for tickets to be sold for events at the Fairgrounds; and

WHEREAS, an online ticketing system will continue to streamline operations and efficiency; and

WHEREAS, after careful review and evaluation of the proposal received, the Fair Board and Fairgrounds Events Director recommends that a contract be awarded to Saffire, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approve entering into a contract with Saffire, LLC. for a term of three years with an option to renew for an additional 2-year period.

BE IT FURTHER RESOLVED, that fees are indicated below:

Online Ticket Sales	
Ticket Price	Fee/Ticket Sold
\$.01-\$10	\$1.00 per ticket
\$10.01+	10% of ticket price up to \$2.99
	Processing Fee of 4% if using Saffire's Merchant Account
Pre-Printed Tickets	
Ticket Type	Fee/Ticket Sold
Paid Pre-Printed	\$0.35
Comp Pre-Printed	\$0
Box Office	
Ticket Type	Fee
General Admission – Paid	\$0.35
General Admission – Comp	\$0

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Reserved Seat – Paid	\$0.35
Reserved Seat – Comp	\$0
Parking Tickets	\$0.10
Device Rentals	
Equipment	Fee
Laser Scanner	\$90 per device per week
Printer	\$90 per device per week
Point of Sale Mobile or Laptop	\$150 per device per week
Contactless Kiosk	\$300 per setup per week
Additional Services	
Saffire Commerce	\$0.50 per item sold for items that do not need to be scanned

BE IT FURTHER RESOLVED, any fees associated with the ticket sales or equipment rentals will be taken out of the remittance.

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, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 20**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #24-500 WITH MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY FOR THE FY 2024-2025
AMERICORPS STATE GRANT FUNDING**

RESOLUTION #25 – 117

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #24-500 with the Michigan Department of Labor and Economic Opportunity (MDLEO) for the FY 24/25 AmeriCorps State grant funding, effective October 1, 2024 through August 31, 2025 in an amount not to exceed \$269,985; and

WHEREAS, Resolution #24-500 authorized the acceptance of grant funding from MDLEO to continue the AmeriCorps State Program effective September 1, 2024 through August 31, 2025; and

WHEREAS, ICHD wishes to amend Resolution #24-500 to correctly match the beginning date of October 1, 2024; and

WHEREAS, throughout the agreement, the date of October 1, 2024 shall be referred to as the begin date and no activity will be performed, no costs incurred to the state, or cost shares prior to the amended effective date of the agreement; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize amending Resolution #24-500 with MDLEO for the FY 24/25 AmeriCorps State grant funding program, effective October 1, 2024 to August 31, 2025 in an amount not to exceed \$269,985.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #24-500 with MDLEO for the FY 24/25 AmeriCorps State grant funding program, effective October 1, 2024 to August 31, 2025 in an amount not to exceed \$269,985.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #24-500 shall remain the same.

BE IT FURTHER RESOLVED, that the Medical Health Officer is authorized to submit the 2024-2025 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement.

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the Memorandum of Agreement is final.

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BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents and any budget amendments so long as they do not exceed the amount listed above, consistent with this resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 21**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS TO ACCEPT THE 2025
MICHIGAN MARIHUANA OPERATION AND OVERSIGHT GRANT**

RESOLUTION #25 – 118

WHEREAS, Ingham County Health Department (ICHD) wishes to accept a grant from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) for education, communication, and outreach regarding the Michigan Marihuana Act in an amount totaling \$31,077 effective January 1, 2025, through September 15, 2025; and

WHEREAS, the Michigan Legislature has appropriated funds for the Marihuana Operation and Oversight Grant in the Michigan Medical Marihuana Act, 2008 IL 1, MCL 333.26426, and the Michigan Regulation and Taxation of Marihuana Act, 2018, IL 1, MCL 333.27951 to 333.27967; and

WHEREAS, Public Act 87 of 2021 section 901 directs funds appropriated for grants to education, communication, and outreach regarding the Michigan Marihuana Act; and

WHEREAS, grants available to counties are distributed proportionally based on the number of registry identification cards issued to or renewed for the residents of each county; and

WHEREAS, grants may not be used for law enforcement purposes; and

WHEREAS, ICHD previously received this Marihuana Operation and Oversight Grant in 2019, 2020, 2021, 2022, and 2023 through Resolutions #19-115, #20-070, #21-128, #22-143, #23-109, and #24-057; and

WHEREAS, ICHD seeks to engage in activities such as providing education to adolescents, patients, caregivers, and community members through targeted advertising/marketing and to communicate harm reduction strategies such as safe storage and avoidance of impaired driving to the general public; and

WHEREAS, the aforementioned activities will contribute to the following objectives:

- Educate marihuana users and others about safe storage and provide lock bags to those who have need
- Educate marihuana users and others about the dangers of driving while under the influence of cannabis
- Educate pregnant women and others about the risks associated with marihuana use during pregnancy and breastfeeding
- Increase perception of risk for adolescent marihuana use
- Measure the self-reported use of marihuana; and

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WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting a grant agreement with LARA for education, communication, and outreach regarding the Michigan Medical Marihuana Act effective January 1, 2025 through September 15, 2025 in an amount not to exceed \$31,077.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting a grant agreement with LARA for education, communication, and outreach regarding the Michigan Medical Marihuana Act effective January 1, 2025 through September 15, 2025 in an amount not to exceed \$31,077.

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 upon approval as to form by the County Attorney.

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

Nays: None

Absent: Morgan

Approved 03/03/25

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

Nays: None

Absent: Ruest

Approved 03/05/25

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 22**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #2 TO THE 2024 – 2025 EMERGING THREATS
MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN
SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER
AGREEMENT**

RESOLUTION #25 – 119

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and Ingham County have entered into a 2024 – 2025 Emerging Threats Agreement authorized through Resolution #24-451; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize Amendment #2 with MDHHS for the delivery of Emerging Threats services under the Comprehensive Agreement Process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #2 with MDHHS for the delivery of Emerging Threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2024 through September 30, 2025

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that the total amount of the Emerging Threats Comprehensive Agreement shall increase from \$530,872 to \$566,586, for a total increase of \$35,714.

BE IT FURTHER RESOLVED, that the increase in funds consists of the following specific changes to the budget:

COVID-19 Mobile Testing: increase of \$35,714 from \$125,000 to \$160,714

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2025 Budget in order to implement this resolution.

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BE IT FURTHER RESOLVED, that the Health Officer, Adenike Shoyinka, or her designee, is authorized to submit the 2024-2025 Emerging Threats Comprehensive Agreement Amendment #2 electronically through the Mi-E Grants system after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 23**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH BDP & ASSOCIATES AS A SOLE
SOURCE VENDOR FOR THE EVALUATION OF INGHAM COUNTY HEALTH DEPARTMENT
PROGRAMS**

RESOLUTION #25 – 120

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with BDP & Associates in an amount not to exceed \$24,800 to develop a comprehensive evaluation plan designed to enhance understanding of ICHDs' programs & interventions, foster innovation, and advance practice-based and community-driven solutions; and

WHEREAS, the Evaluation Project will enhance capacity to inform opportunities for change and improvement, identify & set strategic direction, measure impact/outcomes related to deployment of resources, and advance equity to effectively and efficiently improve the health of the population; and

WHEREAS, BDP & Associates is a sole source vendor and additional quotes were requested; and

WHEREAS, BDP & Associates will provide an evaluator who will develop a systematic overarching evaluation plan that will enhance capacity to inform opportunities for change and improvement; and

WHEREAS, this agreement will be effective March 1, 2025 through September 30, 2025; and

WHEREAS, funding for the Evaluation Plan framework will be provided by the Public Health Infrastructure Grant (PHIG) Grant Fund #22160060-01041; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with BDP & Associates, effective March 1, 2025 through September 30, 2025 in an amount not to exceed \$24,800.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with BDP and Associates, effective March 1, 2025 through September 30, 2025 in an amount not to exceed \$24,800.

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 Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

MARCH 11, 2025 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Cahill, Trubac, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENDED AGREEMENT WITH THE
U.S. DEPARTMENT OF JUSTICE FOR THE BYRNE JUSTICE ASSISTANCE PROJECT**

RESOLUTION #25 – 121

WHEREAS, Ingham County Health Department (ICHD) wishes to authorize an extension of funding from the Department of Justice (DOJ) accepted through Resolution #23-411, effective July 1, 2023 through February 28, 2026 in an amount not to exceed \$500,000; and

WHEREAS, Resolution #23-411 authorized a 2023-2025 BJA project designated as funding under the Consolidated Appropriations Act, 2023 (Public Law 117-328) to support the Advance Peace Initiative effective through February 28, 2025; and

WHEREAS, this one-year extension is requested due to delays in the hiring process per the grant project, and will allow ICHD additional time to achieve outcomes listed in the proposal; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize extending the agreement with the DOJ accepted through Resolution #23-411, effective July 1, 2023 through February 28, 2026 in an amount not to exceed \$500,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the agreement with the DOJ accepted through Resolution #23-411, effective July 1, 2023 through February 28, 2026 in an amount not to exceed \$500,000.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby 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, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENDED AGREEMENT WITH
MICHIGAN PUBLIC HEALTH INSTITUTE**

RESOLUTION #25 – 122

WHEREAS, Ingham County Health Department (ICHD) wishes to authorize an extension of funding from the Michigan Public Health Institute (MPHI) accepted through Resolution #23-548, effective October 1, 2023 through September 30, 2025 in an amount not to exceed \$35,406; and

WHEREAS, Resolution #23-548 authorized the local implementation of the Lansing/Ingham Peacemaker Fellowship; and

WHEREAS, this extension through September 30, 2025 is requested due to grant project delays and will allow ICHD additional time to achieve outcomes listed in the proposal; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an extension of the agreement with MPHI accepted through Resolution #23-548, effective October 1, 2023 through September 30, 2025 with no change in the agreement amount which will remain at not to exceed \$35,406.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an extension of the agreement with the MPHI accepted through Resolution #23-548, effective October 1, 2023 through September 30, 2025 with the amount remaining at not to exceed \$35,406.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby 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, Willis, Ruest, Schafer
Nays: None **Absent:** Morgan **Approved 03/03/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 26**

Introduced by the Law & Courts Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR RADIO SYSTEM ADMINISTRATOR BRYCE ALFORD
OF THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH**

RESOLUTION #25 – 123

WHEREAS, Bryce Alford was hired by the Ingham County Sheriff's Office as a deputy in July of 1983; and

WHEREAS, Bryce Alford continued his employment with the Sheriff's Office achieving the rank of Lieutenant, retiring in June of 2008; and

WHEREAS, Mr. Alford then decided to continue serving the citizens of Ingham County by accepting the position of 9-1-1 Radio Administrator in September of 2008; and

WHEREAS, Bryce received many awards in his career with Ingham County including being named Michigan APCO 2019 Radio Frequency Technologist of the Year; and

WHEREAS, throughout his career, Bryce Alford has demonstrated exemplary service and a robust knowledge of our radio systems; he is well respected by his peers, our public safety partners, and administration; and

WHEREAS, after over 41 years of dedicated service to the citizens of Ingham County, Bryce Alford is retiring on March 7, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors 9-1-1 Radio Administrator Bryce Alford, for his 41+ years of dedicated service to the citizens of Ingham County and wishes him continued success in all of his future endeavors.

LAW & COURTS: Yeas: Johnson, Trubac, Peña, Pratt, Schafer

Nays: None

Absent: Willis, Polsdofer, Lawrence

Approved 02/27/25

Commissioner Johnson moved to adopt the resolution. Commissioner Maiville supported the motion.

The motion to adopt the resolution carried unanimously. Absent: Commissioner Trubac.

Commissioner Johnson presented the resolution to Lieutenant Bryce Alford, former Ingham County Sheriff's Office Deputy and 9-1-1 Radio Administrator.

Lieutenant Alford thanked the Board of Commissioners, stated that it had been a journey, and that two days into retirement, they would recommend it to anyone. Lieutenant Alford further stated that the County was set up well for communications, it had been a pleasure working with everyone, and their replacement was doing great.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 27**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF THE PROPERTY AT
826 W. SAGINAW ST., LANSING, MICHIGAN, TO THE INGHAM COUNTY LAND BANK**

RESOLUTION #25 – 124

WHEREAS, in 2011, the Ingham County Treasurer as Foreclosing Governmental Unit acquired fee title to the property at 826 W. Saginaw St., Lansing, Michigan, in the tax foreclosure process, and thereafter conveyed the property to the County, which then conveyed the property to the Ingham County Land Bank Fast Track Authority; and

WHEREAS, the Land Bank leased the property to the County for use as an outreach center for Ingham County Animal Control; and

WHEREAS, in 2021, the Land Bank conveyed the property back to the County; and

WHEREAS, Animal Control has no further use of the property, and has vacated the property; and

WHEREAS, the County Treasurer has recommended that the property be conveyed back to the Land Bank.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of the County's fee title interest in the real property located at 826 W. Saginaw St., Lansing, Michigan, to the Ingham County Land Bank Fast Track Authority, by quitclaim deed, for the nominal consideration of \$1.00.

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

LAW & COURTS: Yeas: Johnson, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Willis, Polsdofer, Lawrence **Approved 02/27/25**

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** None **Approved 03/04/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

QUITCLAIM DEED

The **County of Ingham**, a political subdivision of the State of Michigan, of 341 S. Jefferson St., Mason, Michigan 48854 (“Grantor”), quitclaims to the **Ingham County Land Bank Fast Track Authority**, a Michigan public authority, of 3024 N. Turner St., Lansing, Michigan 48906 (“Grantee”), the following described premises situated in the City of Lansing, County of Ingham, and State of Michigan, to-wit:

The South 100 ft. of Lot 19, Englewood Park Addition,

Commonly known as 826 W. Saginaw St., Lansing, MI 48915
Tax Parcel ID No. 33-01-01-08-486-011

subject to easements and restrictions of record, for the sum of One Dollar (\$1.00).

This conveyance is exempt from transfer taxes pursuant to MCL 207.505(a) and (h)(i), and MCL 207.526(a) and (h)(i).

COUNTY OF INGHAM

Dated: _____, 2025

Ryan Sebolt, Chairperson
Ingham County Board of Commissioners

STATE OF MICHIGAN)
COUNTY OF INGHAM)

Acknowledged before me, a Notary Public, this ____ day of _____, 2025, by Ryan Sebolt, Chairperson, Ingham County Board of Commissioners, on behalf of the County of Ingham, as Grantor.

, Notary Public
Ingham County, Michigan
Acting in Ingham County, Michigan
My commission expires:

Instrument Drafted by:
Timothy M. Perrone (P37940)
Business Address:
601 N. Capitol Avenue, Lansing, MI 48933

When recorded return to: Grantee

MARCH 11, 2025 REGULAR MEETING

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF’S OFFICE
TO CONTINUE THE EMPLOYEE FIREARMS PURCHASE PROGRAM**

RESOLUTION #25 – 125

WHEREAS, on four previous occasions, the Ingham County Sheriff’s Office, hereafter Sheriff, in conjunction with Financial Services, has managed a Firearms Purchase Program for specified staff; and

WHEREAS, the Sheriff does not have the financial means to provide each licensed deputy, and other specified staff with a sufficient industry standard of firearms and associated equipment; and

WHEREAS, this program is structured similar to numerous other law enforcement agencies’ purchase programs and is consistent with what we have practiced since Resolution #17-638 and #21-214; and

WHEREAS, this program is mutually beneficial for the Sheriff and staff for procurement efficiencies, ownership and maintenance, and cost savings; and

WHEREAS, the Ingham County Sheriff’s Office Firearms Purchase Program would run from July 2025 through July 2027 totaling up to 145 personnel and a program cap of \$725,000; and

WHEREAS, each specified Sheriff Member shall pay back, via payroll deductions, the cost of selected equipment over a two-year period (52 paychecks); and

WHEREAS, this program supports the objectives of the County’s strategic plan by providing deputies the necessary equipment to provide public safety services, thereby promoting the wellbeing and quality of life of Ingham County residents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Sheriff to purchase firearms and related equipment through the Firearms Purchase Program for specified staff, who provide public safety services for the residents of Ingham County.

BE IT FURTHER RESOLVED, that the Firearms Purchase Program would run from July 2025 through July 2027 totaling up to 145 Staff with a cost cap of \$725,000.

BE IT FURTHER RESOLVED, that this program will be funded upfront by the employee benefit fund to be reimbursed by employees.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Sheriff’s Office 2025-2027 budgets.

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BE IT FURTHER RESOLVED, that the Sheriff's Office is authorized to establish an agreement with the unions representing employees that will participate in the program to clarify the voluntary nature of the program and potential forfeiture of funds if not paid in full or if an employee does not remain employed for the full two-year period.

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, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Willis, Polsdofer, Lawrence **Approved 02/27/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 29**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR REPRESENTATION OF INDIGENT PARTIES FACING CHARGES IN PERSONAL PROTECTION ORDER CASES AND EMERGENCY RISK PROTECTION CASES

RESOLUTION #25 – 126

WHEREAS, the Circuit Court must provide legal counsel to indigent parties facing contempt charges in certain matters; and

WHEREAS, historically the Circuit Court has maintained a roster that identifies attorneys who are available to provide legal representation and compensates them on a voucher basis; and

WHEREAS, at this time, the roster has been depleted as the majority of attorneys who previously provided legal services have since taken positions that offer consistent work and known compensation elsewhere; and

WHEREAS, the Circuit Court, to ensure legal counsel is available and to provide fair compensation, seeks to enter into a contract with an individual attorney for the bifurcated work; and

WHEREAS, the attorneys are selected by the judiciary based on meeting qualifications including good standing with the State Bar of Michigan, familiarity with relevant law, and the ability to provide sound representation for their clients; and

WHEREAS, Attorney Jack Rucker has agreed to accept a contract to provide legal representation for indigent defendants for Personal Protection Order and Emergency Risk Protection Order contempt proceedings in the amount of \$9,500 per year, paid by the General Trial Division; and

WHEREAS, if authorized, the Circuit Court would compensate Attorney Jack Rucker \$250/flat rate for each Emergency Risk Protection Order Contempt case he provides legal representation for; and

WHEREAS, the 2025 General Trial Division budget approved by the Board of Commissioners is sufficient to fund such contract.

THEREFORE BE IT RESOLVED, that effective February 1, 2025, the Ingham County Board of Commissioners authorizes the Circuit Court to enter into a contract with Attorney Jack Rucker to provide representation of indigent parties for Personal Protection Order Contempt cases and Emergency Risk Protection Order contempt cases, in the amount of \$9,500 per year and an additional \$250/flat rate for each Emergency Risk Protection Order Contempt case he provides legal representation for.

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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.

BE IT FURTHER RESOLVED, that the Budget Office of Ingham County be given the authorization to amend the 2024 budget accordingly.

LAW & COURTS: Yeas: Johnson, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Willis, Polsdofer, Lawrence **Approved 02/27/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 30**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE UPGRADE THE AUDIO PROCESSOR AND OTHER
COURTROOM TECHNOLOGY IN COURTROOM 2**

RESOLUTION #25 – 127

WHEREAS, the Circuit Court has an interconnected system of courtroom technology reliant on compatible hardware and software; and

WHEREAS, Smart Home/Smart Office is the current vendor servicing courtrooms at the Veterans Memorial Courthouse; and

WHEREAS, Smart Home/Smart Office is on the MiDEAL Extended Purchasing Program for Conference Room/Training Room Audio Visual Equipment and Installation, Contract #190000001422 expiring on 8/31/2027; and

WHEREAS, Smart Home/Smart Office has submitted a proposal to upgrade the audio processor in Courtroom 2 to improve the functionality of recording technology; and

WHEREAS, Smart Home/Smart Office, in their scope of work, will replace multiple microphones, provide a new assistive listening system and transmitters, tune microphones to support For the Record (FTR) recording audio and visual software, install cameras, and other items as needed; and

WHEREAS, Smart Home/Smart Office, in their scope of work, will reposition or replace failing microphones in Courtrooms 2; and

WHEREAS, the technology is vital to efficient court processing and preserving a clear record of proceedings; and

WHEREAS, Capital Improvement Project funds are available to support the project: 66414899-979000 (courtroom technology updates) and 66414899-978000 (FTR updates).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into an agreement with Smart Home/Smart Office for the work identified in their scope of work in an amount not to exceed \$29,079.65 to be paid from line items 66414899-979000 and 66414899-978000.

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 Board of Commissioners is hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

MARCH 11, 2025 REGULAR MEETING

LAW & COURTS: Yeas: Johnson, Trubac, Peña, Pratt, Schafer
Nays: None **Absent:** Willis, Polsdofer, Lawrence **Approved 02/27/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 31**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #24-568

RESOLUTION #25 – 128

WHEREAS, the Circuit Court has an interconnected system of courtroom technology reliant on compatible hardware and software; and

WHEREAS, Smart Home/Smart Office is the current vendor servicing courtrooms at the Veterans Memorial Courthouse; and

WHEREAS, Smart Home/Smart Office is on the MiDEAL Extended Purchasing Program for Conference Room/Training Room Audio Visual Equipment and Installation, Contract #190000001422 expiring on August 31, 2027; and

WHEREAS, Smart Home/Smart Office has submitted a proposal to supply and install four (4) cameras in Courtroom 7; and

WHEREAS, Smart Home/Smart Office had installed a new audio switcher in Courtroom 8, which now needs to be replaced; and

WHEREAS, courtroom technology is critical for efficient judicial processing and maintaining accurate records of proceedings; and

WHEREAS, funding for this project is available through the Capital Improvement Project (664-13099-735100) for courtroom technology updates.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amending Resolution #24-568 to approve amendments to the agreement with Smart Home/Smart Office for the additional purchases and installation identified in their scope of work in an amount not to exceed \$4,808.82 to be paid from line item 664-13099-735100.

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 Board of Commissioners is hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

LAW & COURTS: Yeas: Johnson, Trubac, Peña, Pratt, Schafer

Nays: None

Absent: Willis, Polsdofer, Lawrence

Approved 02/27/25

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FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville
Nays: None **Absent:** Ruest **Approved 03/05/25**

Adopted as a part of the consent agenda.

MARCH 11, 2025 REGULAR MEETING

**ADOPTED – MARCH 11, 2025
AGENDA ITEM NO. 32**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT AN AMENDED PERSONNEL POLICY NO. 107, SPECIAL PART-TIME,
TEMPORARY, OR SEASONAL EMPLOYEE SICK LEAVE**

RESOLUTION #25 – 129

WHEREAS, the Michigan Legislature recently passed the Earned Sick Time Act, which was signed into law by Governor Gretchen Whitmer on February 21, 2025; and

WHEREAS, the Earned Sick Time Act became effective on February 21, 2025; and

WHEREAS, the Earned Sick Time Act requires that sick time policies be published to employees in accordance with its provisions within thirty (30) calendar days of its effective date; and

WHEREAS, Ingham County Corporate Counsel has reviewed, revised and recommends adoption of the attached, amended Personnel Policy No. 107, Special Part-Time, Temporary, or Seasonal Employee Sick Leave in order to be in timely compliance with the provisions of the Earned Sick Time Act.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached, amended Personnel Policy No. 107, Special Part-Time, Temporary, or Seasonal Employee Sick Leave.

BE IT FURTHER RESOLVED, that the Ingham County Human Resources Director is authorized to publish to employees and otherwise implement the provisions of the attached, amended Personnel Policy No. 107, Special Part-Time, Temporary, or Seasonal Employee Sick Leave.

Adopted as a part of the consent agenda.

Personnel
Policy No. 107

Special Part-Time, Temporary or Seasonal Employee Sick Leave

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

A. Purpose and Applicability

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

B. Definitions

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

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

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

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

C. Procedure

1. Paid Sick Leave:
Effective on the first pay period following approval of this policy or upon hire, employees covered by this policy will be provided one (1) hour of sick leave for every

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thirty (30) hours worked up to a maximum accumulation of seventy-two (72) hours in a calendar year, under the following terms and conditions:

- a. Effective upon the date of hire, eligible employees, who have reportable hours in the pay period, will be provided one (1) hour of sick leave for every thirty (30) hours worked each pay period up to the maximum of seventy-two (72) hours in a calendar year.
- b. Balances of credited sick leave will be maintained for each calendar year and a maximum of seventy-two (72) hours will be carried over to the next calendar year.
- c. Eligible employees under this policy that receive promotions into positions represented by a collective bargaining agreement or employee manual will carry over sick leave balances provided under this program to the new position.
- d. Under no circumstances are eligible employees under this policy entitled to any payout for unused sick leave.

2. Use of Paid Sick Leave:

- a. Current employees shall be entitled to the use of paid sick leave as it accrues. Employees hired after February 21, 2025 may not begin using their accrued time until one hundred twenty (120) calendar days after commencing their employment.
- b. In order to use paid sick leave, an employee must comply with the Notification requirements provided for in Section 5 and the Documentation requirements provided for in Section 6 of this Policy
- c. Paid sick leave must be taken in no less than one (1) hour increments.
- d. A maximum of seventy-two (72) hours of paid sick leave may be used by the last reportable pay period in the calendar year.

3. Pay Rate for Sick Leave:

Sick leave will be paid at the employee's normal hourly rate at the time the leave is taken and the hours used shall not be included in the computation of overtime.

4. Reasons for Use of Paid Sick Leave:

Eligible Employees may only use paid sick leave for the following reasons:

- a. when time off of work is needed for personal or a family member's illness, injury or health condition;

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- b. for various reasons in the event the employee or employee's family member is a victim of domestic violence or sexual abuse (*i.e.*, counseling, attendance at criminal proceedings, to relocate);
- c. for meetings at a child's school or place of care related to the child's health, disability or effects of domestic violence or sexual assault on the child; or
- d. in cases of public health emergency where a public health official has:
 - closed Employer's office;
 - closed the school of the employee's child who needs home care; or
 - determined that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

A family member includes:

- a biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner or a child to whom the employee stands in loco parentis;
- a biological parent, foster parent, stepparent or adoptive parent or legal guardian of an employee or an employee's spouse or domestic partner or a person who stood in loco parentis when the employee was a minor child;
- a person to whom the employee is legally married under the laws of any state or domestic partner;
- a grandparent;
- a grandchild;
- a biological, foster or adopted sibling; and
- any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

5. Notification:

The eligible employee or designee shall notify her/his supervisor either verbally or in writing as soon as s/he knows that paid sick leave is needed. If the reason for the paid sick leave is foreseeable, the employee must provide at least seven (7) days advance notice to their supervisor, or if the leave is not foreseeable, the employee must provide as much notice as is practicable.

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6. Documentation:

For earned paid sick leave time of more than three (3) consecutive days, the Employer may require reasonable documentation demonstrating that the earned paid sick leave time has been used for an above-stated purpose. Upon request, an employee shall provide the documentation to the Employer in a timely manner within fifteen (15) days of the request. Documentation signed by a health care professional indicating that earned sick time is necessary is reasonable documentation for purposes of this subsection. Documentation providing details of the nature of the illness is not required.

In cases of domestic violence or sexual assault, one of the following types of documentation selected by the employee shall be considered reasonable documentation: (a) a police report indicating that the employee or the employee's family member was a victim of domestic violence or sexual assault; (b) a signed statement from a victim and witness advocate affirming that the employee or employee's family member is receiving services from a victim services organization; or (c) a court document indicating that the employee or employee's family member is involved in legal action related to domestic violence or sexual assault. The Employer shall not require documentation explaining the details of the violence.

In cases where documentation is requested, the Employer shall pay any out-of-pocket costs incurred by the employee in obtaining the documentation. All documentation received by the Employer pursuant to this Policy shall be kept confidential and shall not be disclosed except to the employee or with the employee's permission.

7. Enforcement:

Any employee found to use sick leave for a purpose other than a purpose allowed in this policy will be subject to disciplinary action.

8. Termination:

Payment will not be made for unused sick leave time upon an employee's separation from employment with the Employer for any reason. However, if an employee separates from their employment with Employer and is rehired by the Employer within two (2) months of separation, the employee's accrued but unused earned paid sick leave time shall be reinstated in full and the employee shall begin accruing paid sick leave time as set forth in this Policy.

9. Retaliation:

Retaliatory actions against an employee for requesting or using paid sick leave time is prohibited. If an employee believes that the Employer has violated this Policy, that employee may file a complaint with the Michigan Department of Labor & Economic Opportunity.

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SPECIAL ORDERS OF THE DAY

None.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Morgan stated he received a notice that the Farm Bureau Project Rural Education Day (RED) was coming up on March 18, 2025 from 9:00 a.m. to 12:30 p.m., that it was a mad house full of third graders from all over the area, but it was fun and educational. Commissioner Morgan further encouraged his fellow Commissioners to go out and volunteer at the event.

Commissioner Cahill stated that the Health Department was hosting Recycle Rama on April 26, 2025 from 9:00 a.m. to 2:00 p.m. in the east parking lot of the Human Services Building. Commissioner Cahill further stated that Arbor Week was April 20th through 26th and that folks should water or plant a tree.

Commissioner Schafer thanked her fellow Commissioners for the Resolution Honoring Trey Moulton, as they were an Eagle Scout and only a sophomore in high school, so they should be proud that such high-ranking Scouts were coming out of the Williamston area. Commissioner Schafer further stated she would be presenting the resolution in a few weeks.

Commissioner Maiville stated that the Fair Foundation was hoping to bring back fireworks to Mason for the Fourth of July that year, so they were hosting some fundraising events including a Pancake Breakfast on Sunday, March 16, 2025 from 9:00 a.m. to 12:00 p.m. and a Baked Potato Dinner on April 23, 2025. Commissioner Maiville further stated the Fair Foundation had also hosted Glow Bingo over the past weekend, it had been a successful event, and that during one of the last rounds of bingo former Commissioner Robin Naeyaert won the prize.

Commissioner Schafer thanked Becky Bennett, Board of Commissioners Director, for the Resolution Honoring Trey Moulton.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Grebner moved to pay the claims in the amount of \$23,199,993.52. Commissioner Morgan supported the motion.

The motion carried unanimously. Absent: Commissioner Trubac.

ADJOURNMENT

The meeting was adjourned at 7:04 p.m.

Introduced by the County Services of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF SUPPORT FOR THE LOCAL BRIDGE PROGRAM FUNDING APPLICATIONS
FOR FISCAL YEAR 2028**

RESOLUTION #25 –

WHEREAS, the Michigan Department of Transportation (MDOT) is currently soliciting applications for federal and/or state funding through the Local Bridge Program for Fiscal Year 2028; and

WHEREAS, the available funding categories through the Local Bridge Program include full bridge replacement, bridge rehabilitation, and preventative maintenance work for bridges measuring at least 20-ft long when measured along the roadway centerline; and

WHEREAS, the Local Bridge Program is allowing each road agency to submit up to three bridge funding applications this year; and

WHEREAS, upon reviewing the County bridge needs, the Road Department recommends submitting funding applications to address the replacement needs for the following bridges:

1. Replacement of the Noble Road Bridge over Deer Creek, Wheatfield Township (SN 3921)
2. Replacement of the Dennis Road Bridge over West Cedar Drain, Leroy Township (SN 3898)
3. Replacement of the Hagadorn Road Bridge over Mud Creek, Alaiedon Township (SN 3876); and

WHEREAS, the Local Bridge Program requires a current resolution from the road agency's governing Board in support of the proposed funding applications.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners supports the Road Department in the submittal of funding applications for the bridges listed above in an effort to receive Local Bridge Program funding for Fiscal Year 2028.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #15-459 AUTHORIZING STANDARDS OF CONDUCT
FOR INGHAM COUNTY VENDORS**

RESOLUTION #25 –

WHEREAS, the Ingham County Board of Commissioners (“Board”) purchases goods and services from a multitude of vendors and contractors; and

WHEREAS, through the passage of Resolution #15-459 authorizing *Standards of Conduct for Ingham County Vendors*, the Board committed to ensuring impartiality, transparency, professionalism, equal treatment, and the highest standards of conduct with respect to its relationships with all current and potential County vendors; and

WHEREAS, some vendors may have internal Standards of Conduct that adequately meet the requirements contained in the County’s *Standards of Conduct for Ingham County Vendors* and may wish to utilize those standards as opposed to agreeing to the County’s; and

WHEREAS, to address this issue, the following language is proposed to be added to the *Standards of Conduct for Ingham County Vendors*:

A vendor may submit their own standards of conduct for review if they choose not to accept the County’s. The vendor’s standards of conduct shall be reviewed by the County to determine if they adequately meet the requirements contained in the County’s *Standards of Conduct for Ingham County Vendors* policy. The acceptance of the vendor’s Standards of Conduct as a substitute for the County’s Standards of Conduct shall be at the sole discretion of the County. If the vendor’s standards of conduct are accepted, the vendor shall notify the Ingham County Purchasing Department in writing of any changes to the vendor’s standards of conduct policies and provide the County’s Purchasing Department with a copy of vendor’s revised standards of conduct for review by the County and a determination as to their acceptability. Failure by the vendor to notify the County of changes in its standards of conduct policies may be a breach of any agreement the vendor may have with the County and subject to termination.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #15-459 to adopt the changes proposed to the attached *Standards of Conduct for Ingham County Vendors*.

BE IT FURTHER RESOLVED, that upon effective passage of this resolution, the Board directs the Purchasing Department to issue to all County departments and offices and legal counsel a copy of this resolution.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

Standards of Conduct for Ingham County Vendors

The County of Ingham conducts business with businesses, vendors and contractors under a set of rules to ensure that all County officials and employees discharge their duties in a manner designed to promote public trust and confidence in our County. The County wants you to be aware of the rules that you and its employees are required to follow. A violation of state or federal statutes may occur if these rules are broken. It is hoped that by providing these rules for you, your experience in dealing with the County will be both rewarding and satisfactory.

Providing Gifts or Gratuities:

Providing gifts or gratuities to employees in consideration for the performance of their duties, or as an appreciation for their performance, is strictly prohibited.

- Do not offer employees any gifts or loans.
- Employees may not receive any fee or compensation for their services from any source other than the County, so do not offer them.
- Buying meals for employees is only permissible during a working lunch or dinner where business is discussed and you are a current contractor (no alcohol). Employees may accept coffee, tea, soft drinks, snacks, etc. when attending meetings in your office.
- Letters to supervisors recognizing exceptional service by County employees are always welcome.

Conflicts of Interest:

- Do not ask employees for any special favor or consideration that is not available to every other citizen.
- Do not ask employees to disclose any information that is not available to every other citizen through normal public information channels unless necessary for the business you are hired for.
- Do not offer to compensate employees by offering to hire, or to do business with any business entity of the employees or their immediate family members.
- Do not ask employees to represent you or your company other than as part of their official duties with the County.
- Do not ask employees to endorse the products or services of your company.
- Do not ask employees to hand out or post advertising materials.

Vendor shall report if the following occurs:

Solicitation by County Employees:

Employees may not solicit gifts, loans, or any other items of value from people doing County business that will be used by them personally.

- If you are asked to pay a fee for services that you believe are improper or illegal, contact the County Controller/Administrator at (517) 676-7203 or the Director, Board of Commissioners Office at (517) 676-7200. Employees are prohibited from taking retaliatory action against you for failing to comply with any request unless the request is within the scope of the employee's official duties for the County.

Use of County Equipment, Facilities and Resources:

Use of County equipment, facilities and resources is authorized only for County purposes.

- Do not ask employees to use County equipment to run errands or perform tasks for your benefit.

Your Rights and Expectations:

When dealing with employees of the County you have the right to honest, fair and impartial treatment. You may expect prompt, courteous and professional service from our employees who are expected to understand and practice good customer service skills. Employees are tasked to uphold the public trust through the ethical performance of their duties. We understand that the enforcement of regulatory guidelines and codes may sometimes be a cause for concern; however, you may rest assured that we are responsible to all of the citizens of Ingham and our goal is to serve them to the best of our ability. Should you have any concerns or questions concerning this information or the conduct of any of our employees, contact the County Controller/Administrator at (517) 676-7203 or the Director, Board of Commissioners Office at (517) 676-7200.

Exception

A vendor may submit their own standards of conduct for review if they choose not to accept the County's. The vendor's standards of conduct shall be reviewed by the County to determine if they adequately meet the requirements contained in the County's Standards of Conduct for Ingham County Vendors policy. The acceptance of the vendor's Standards of Conduct as a substitute for the County's Standards of Conduct shall be at the sole discretion of the County. If the vendor's standards of conduct are accepted, the vendor shall notify the Ingham County Purchasing Department in writing of any changes to the vendor's standards of conduct policies and provide the County's Purchasing Department with a copy of vendor's revised standards of conduct for review by the County and a determination as to their acceptability. Failure by the vendor to notify the County of changes in its standards of conduct policies may be a breach of any agreement the vendor may have with the County and subject to termination.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE CHAIRPERSON OF THE BOARD OF COMMISSIONERS TO EXECUTE, ON BEHALF OF INGHAM COUNTY, NO COST CONTRACT AMENDMENTS IN CERTAIN SITUATIONS

RESOLUTION #25 –

WHEREAS, at times additional funding becomes available for Ingham County departments through current grants and agreements; and

WHEREAS, situations arise where departments are offered additional services under a current agreement, at no cost, which may result in increased revenue for the County; and

WHEREAS, immediate action is often necessary to take advantage of these opportunities; and

WHEREAS, the normal approval process of amending an agreement to increase funding or services may result in the loss of the additional funding or services; and

WHEREAS, the Board of Commissioners is interested in streamlining the process in certain situations to take full advantage of these opportunities when presented.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorize the Chairperson of the Board of Commissioners to execute, on behalf of the County, contract amendments modifying agreements to accept additional funding, services or generate revenue at no cost to the County.

BE IT FURTHER RESOLVED, that the original contract must have been previously approved by the Board of Commissioners and is currently in effect.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendments after approval as to form by the County Attorney and that Ingham County's contract policy will be followed to secure appropriate signatures on the amendment.

BE IT FURTHER RESOLVED, that this procedure will only be used when immediate action is required to prevent the loss of additional funds or no cost services for Ingham County and a resolution shall be brought before the Board quarterly to ratify amendments executed on the authority of this resolution.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING APPOINTMENTS TO THE WOMEN'S COMMISSION

RESOLUTION #25 –

WHEREAS, several vacancies exist on the Women's Commission; and

WHEREAS, the County Services Committee has interviewed applicants interested in serving on the Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Kristen Brown, 725 Merrill Street, Lansing, 48912
Molly Nevins, 6216 Porter Avenue, East Lansing, 48823

to the Ingham County Women's Commission to terms expiring December 31, 2027.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE \$50,000 IN 2024 HOUSING AND HOMELESS MILLAGE FUNDS
TO THE INGHAM COUNTY LAND BANK TO ESTABLISH HOUSING-RELATED TRAINING
SCHOLARSHIPS FOR LOCAL EMERGING DEVELOPERS**

RESOLUTION #25 –

WHEREAS, a Housing and Homeless Services Millage was approved by the voters of Ingham County in November of 2024 for the purpose of funding the purchase, acquisition, construction, maintenance, operation, improvement, extension, or repair of housing facilities and the elimination of detrimental housing conditions, and funding other housing programs; and

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish a training scholarship fund to support local real estate businesses and entrepreneurs that help build the local economy while increasing housing units available for Ingham County residents, and to reserve 2024 Housing Millage funds in the amount of \$50,000 for this purpose; and

WHEREAS, the Ingham County Land Bank has hired an Emerging Developer Outreach Coordinator who is organizing a network of emerging developers, builders, and contractors to increase access to housing-related networking and educational resources; and

WHEREAS, an application process for funds will be established by the Ingham County Land Bank and will limit scholarship eligibility to housing-related conference and training registration costs and will not include travel and lodging expenses for scholarship recipients.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the use of \$50,000 of 2024 Housing and Homeless Services Millage funds for the Ingham County Land Bank to establish scholarships for emerging developers to attend housing-related conferences and training opportunities.

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 all applications, attachments, grant agreements, and all amendments, after approval as to form by the County Attorney.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A \$1,450,000 AGREEMENT WITH CAPITAL AREA HOUSING PARTNERSHIP FOR ESTABLISHING AND ADMINISTERING AN EXPANSION OF THE INGHAM COUNTY DOWN PAYMENT ASSISTANCE PROGRAM THROUGH THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY ENHANCEMENT GRANT TO INGHAM COUNTY

RESOLUTION #25 –

WHEREAS, Resolution #24-467 authorized Ingham County to enter into a \$15,000,000 Michigan State Housing Development Authority (MSHDA) Enhancement Grant for eligible programs and projects including \$1,450,000 for direct down payment assistance and program administration for and expansion of the Ingham County Down Payment Assistance Program; and

WHEREAS, Capital Area Housing Partnership (CAHP) is a nonprofit organization that has served as the qualifying entity processing applications for Ingham County Down Payment Assistance Program supported by Ingham County American Rescue Plan Act (ARPA) funds authorized by the Board of Commissioners in Resolutions #23-494 and #24-040; and

WHEREAS, the Ingham County Housing Trust Fund Committee has approved a request for CAHP to serve the third-party administrator for the Ingham County Down Payment Assistance Program, designating \$1,300,000 in MSHDA Enhancement Grant funds for direct homebuyer assistance, and \$150,000 in program administration costs for two years (\$75,000 per year).

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves an amount of \$1,450,000 to be committed to CAHP to oversee and implement the expanded Down Payment Assistance Program for households earning less than 120% the Area Median Income.

BE IT FURTHER RESOLVED, that the agreement will include specific terms consistent with the 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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT MULTIFAMILY HOUSING REDEVELOPMENT/DEVELOPMENT
GRANT SCORING PROCESS AND CALENDAR USING \$2,500,000 OF HOUSING AND HOMELESS
MILLAGE FUNDS**

RESOLUTION #25 –

WHEREAS, a Housing and Homeless Services Millage was approved by the voters of Ingham County in November of 2024 for the purpose of funding the purchase, acquisition, construction, maintenance, operation, improvement, extension, or repair of housing facilities and the elimination of detrimental housing conditions, and funding other housing programs; and

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a resolution to establish a Multifamily Housing Redevelopment/Development Grant process and to reserve 2024 Housing Millage funds in the amount of \$2,500,000 for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Housing Millage Multifamily Housing Redevelopment/Development Grant scoring process to be implemented by the Housing Trust Fund Committee.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

2024 HOUSING MILLAGE FUND FOR MULTIFAMILY DEVELOPMENT GRANT PROCESS

March 25, 2025	The Board of Commissioners adopts the 2025 Housing Millage Fund for Multifamily Development Grants scoring process
March 27, 2025	A press release is prepared announcing the availability of Housing and Homeless Millage Funds and invites applicants to submit a pre-application describing the project.
March 28 – April 11, 2025	The Treasurer’s Office coordinates follow up and optional application overviews, technical assistance office hours, and consultation meetings with interested applicants.
Wednesday, April 2, 2025	RFP and Application Released. The application deadline is Friday May 2, 2025.
May 5, 2025	The Treasurer’s Office forwards scoring matrix and applications for review by the Housing Trust Fund Committee, and prepares a summary of the applicants for the County Attorney’s Office to ensure that the proposals are legal under Michigan Law and comply with the intent of the Housing Millage.
May 15, 2025	Deadline for HTF Committee to complete scoring
May 20, 2025	The HTF Committee reviews the applications during the regular public meeting and makes recommendations for funding. Applicants are invited to attend the HTF Committee meeting. The HTF Committee makes their recommendations by resolution to the County Services and Finance Committee.
June 3-4, 2025	The County Services & Finance Committee approves the resolution for Housing Millage Multifamily Development funding to the Board of Commissioners.
June 10, 2025	The Board of Commissioners authorizes a resolution for the 2025 Multifamily Development Housing Millage grant awards.
June 13, 2025	The applications recommended for 2025 Multifamily Development Housing Millage grant awards are sent to the County Attorney’s Office for contract preparation.
June 13, 2025	Applicants are notified of the County award and that a County contract will be forthcoming in August
August 2025	Contracts are received from the County Attorney’s Office and Authorizing Official signatures are obtained. Grantees must complete County vendor registration, provide certificates of required insurances, schedule pre-construction meeting to establish prevailing wage monitoring, and must provide a revised Scope of Services if the grant award is different than the original requested amount.
September 2025	Fifty percent of the grant award is sent to the grantees upon receipt of the signed contract and the appropriate documentation as listed above.
March 2026	Grantees send in their first six-month report to the Treasurer’s Office and upon review by staff, a check for the remaining portion of the grant is sent.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE DRAIN COMMISSIONER’S FEE SCHEDULE TO PROVIDE FOR
A NEW “PERMIT BY NEIGHBORHOOD” DRAIN CROSSING FEE AND INSPECTION DEPOSIT
FOR BROADBAND AND UTILITIES**

RESOLUTION #25 –

WHEREAS, the Rules of the Ingham County Drain Commissioner, effective October 21, 2005, as amended and/or supplemented, (the “Rules”), and the provisions of Public Act 40 of 1956, as amended, provide that any crossing of a drain or drain easement requires a permit from the Drain Commissioner pursuant to the standards contained in the Rules; and

WHEREAS, the COVID-19 pandemic and the need for supporting remote working, high-speed internet Broadband is in widespread expansion here in Ingham County, as it is elsewhere; and

WHEREAS, all levels of government have responded to support this expansion; and

WHEREAS, Ingham County established a Broadband Task Force in 2021 and Federal funding has been made available to build up the United States internet infrastructure deployment, with \$1.559 billion of these funds being allocated to Michigan; and

WHEREAS, Ingham County may be seeking to receive Broadband Equity Access and Deployment program funding and this, too, will further facilitate and encourage expansion; and

WHEREAS, this Broadband expansion has resulted in a significant increase in drain crossing permit requests, increasing steadily by year, representing a ten-fold increase in permitting demands; and

WHEREAS, the Drain Commissioner has initiated a “Permit by Neighborhood” pilot program in collaboration with Broadband partners, as well as with Utility partners who have been replacing and expanding aging infrastructure networks, as a way of improving the permit review process to deal with the increase in permit requests; and

WHEREAS, the Drain Commissioner’s Schedule of Fees, effective January 1, 2025, includes fees for single drain crossing permits and single permit inspection deposits which are approved by the Ingham County Board of Commissioners upon recommendations from the Drain Commissioner (the “Schedule of Fees”); and

WHEREAS, the Drain Commissioner has recommended a new “Permit by Neighborhood” permit category and inspection deposit as a means of efficiently and cost effectively processing Broadband and Utility improvements and expansion that require drain crossings; and

WHEREAS, the Drain Commissioner has analyzed the cost and time required to process and inspect a “Permit by Neighborhood” drain crossing, and has recommended that a new fee be established that is more

commensurate with the cost and time required to process and inspect these drain crossing permits than what is authorized by the current Schedule of Fees; and

WHEREAS, the Drain Commissioner has recommended that the first drain crossing fee for a “Permit by Neighborhood” be set at \$550 for 2025, consistent with the established single drain crossing permit fee, and that all additional constructed crossings within the neighborhood and drainage district be established at one-half that rate or \$275 for 2025; and

WHEREAS, the Drain Commissioner has also recommended that the first drain crossing inspection deposit for a “Permit by Neighborhood” be set at \$1,500 for 2025, consistent with the established single drain crossing inspection deposit, and that all additional proposed crossings within the neighborhood and drainage district be established at one-third that rate or \$500 for 2025, with the understanding that unspent balances will be refunded and overages will be invoiced.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the Drain Commissioner’s Schedule of Fees as recommended by the Drain Commissioner to provide for a new “Permit by Neighborhood” Drain Crossing Fee and Inspection Deposit for Broadband and Utilities.

BE IT FURTHER RESOLVED, that these changes to the Drain Commissioner’s Schedule of Fees shall take immediate effect upon approval of this resolution.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE CONTRACT FOR PHONE SYSTEM UPGRADE FROM
SENTINEL**

RESOLUTION #25 –

WHEREAS, Ingham County currently utilizes Cisco for our phone system; and

WHEREAS, the current version is older and needs to be updated in order to ensure our system operates at peak efficiency, provides us with the most secure and feature rich experience possible, and complies with the E911 location requirements; and

WHEREAS, the Innovation & Technology Department (IT) requests assistance from a vendor to ensure the upgrade goes smoothly and the E911 portion operates properly; and

WHEREAS, the contract amount proposed by Sentinel Technologies is \$18,882 plus travel.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contract for support from Sentinel Technologies in the amount not to exceed \$20,000.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Network Consulting Fund (636-25810-802000).

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE CONTRACT FOR NETWORK SWITCHES FROM SENTINEL

RESOLUTION #25 –

WHEREAS, Ingham County has a robust network infrastructure consisting of numerous switches which were purchased a few years ago; and

WHEREAS, the current configuration has consumed our spare switches which would prevent extended downtime upon failure of any one area; and

WHEREAS, the Innovation & Technology Department (IT) requests to purchase a small quantity of spare switches to ensure that downtime is minimized to ensure our departments can continue to serve the public; and

WHEREAS, the contract amount proposed by Sentinel Technologies is \$47,667.48.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contract for network switches from Sentinel Technologies in the amount not to exceed \$47,667.48.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Network Hardware Fund (636-25810-932032).

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR ESRI ARCGIS
SOFTWARE AND SUBSEQUENT ANNUAL COSTS**

RESOLUTION #25 –

WHEREAS, the Road Department is responsible for maintaining accurate data on assets, including but not limited to roads, signs, signals, bridges, and other infrastructure to ensure proper asset management and data reporting; and

WHEREAS, the Road Department seeks to purchase Environmental Systems Research Institute Arc Geographic Information System (ESRI ArcGIS) software using government contract pricing for the 2025 fiscal year, acknowledging this software will require an annual subscription for subsequent years; and

WHEREAS, the 2025 subscription cost is \$5,355 for the ESRI ArcGIS software, with future license needs to be determined by the Road Department and subsequent subscription costs determined through ESRI's annual government contract pricing; and

WHEREAS, the Road Department 2025 budget includes sufficient funds to cover the costs associated with the software purchase and future annual subscription costs will be factored into the budget each year; and

WHEREAS, two other County departments, the Equalization Department and the Drain Commissioner, currently have ESRI ArcGIS licenses and do not have contract authorization for these contracts; and

WHEREAS, approval of this resolution will authorize the Equalization Department and the Drain Commissioner to enter into contracts with ESRI ArcGIS for \$1,000 per year and \$5,050 respectively.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an as-needed annual purchase order for the procurement of ESRI ArcGIS software for use by the Road Department commencing in 2025 for \$5,355, and subsequent annual subscriptions fees for existing and future licenses deemed necessary by the Road Department.

BE IF FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes contracts with ESRI ArcGIS for the Equalization Department in an annual amount of \$1,000 and the Drain Commissioner in the annual amount of \$5,050.

BE IT FURTHER RESOLVED, that the total annual expenditure under this purchase order shall not exceed the amount allocated in the Road Department's annual budget for subscriptions.

BE IT FURTHER RESOLVED, that the Purchasing Department is authorized to approve purchase orders annually for the Road Department in accordance with the pricing and terms established through government contract pricing sources.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Maiville
Nays: None **Absent:** Peña, Johnson **Approved 03/18/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE INSTALLATION OF DISPENSERS FOR SANITARY PRODUCTS IN INGHAM COUNTY FACILITIES

RESOLUTION #25 –

WHEREAS, the Ingham County Board of Commissioners previously adopted Resolution #24-520, requiring the provision of free sanitary products in county-owned public restrooms to promote accessibility, hygiene, and public welfare; and

WHEREAS, ensuring access to these products requires the installation of appropriate dispensers in designated public restrooms across county facilities; and

WHEREAS, the Facilities Department has evaluated restroom locations and determined the optimal placement of dispensers to ensure accessibility and ease of use; and

WHEREAS, the estimated cost for purchasing and installing dispensers is \$13,162, with funding to be provided from the appropriate 931100 maintenance contractual line items; and

WHEREAS, the Facilities Department recommends awarding the contract for the purchase and installation of dispensers to Hospeco Brands, which has provided a competitive quote and meets all county procurement requirements; and

WHEREAS, this initiative aligns with Ingham County's commitment to equity, inclusion, and public health by ensuring consistent access to essential hygiene products.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the installation of Comfort Plus® Courtesy Dispensers for menstrual care products in designated public restrooms across county-owned facilities in alignment with Resolution #24-520.

BE IT FURTHER RESOLVED, that the Board authorizes an expenditure not to exceed \$14,478.20, which includes a 10% contingency for the purchase and installation of dispensers, with funding to be provided from the appropriate 931100 maintenance contractual line items.

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

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

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH M & M MOVING AND STORAGE FOR THE EXTENDED STORAGE OF OFFICE FURNITURE FOR THE OFFICE OF THE PUBLIC DEFENDER

RESOLUTION #25 –

WHEREAS, the Ingham County Office of the Public Defender has entered into a lease with Vlahakis for office space at 2025 S. Washington Street; and

WHEREAS, unforeseen delays in the construction of the new office space have necessitated an extension of the storage period for the Office of the Public Defender's furniture and equipment; and

WHEREAS, M & M Moving and Storage has been identified as the preferred vendor for this storage; and

WHEREAS, the current agreement for storage needs to be extended through the end of July 2025, at a cost of \$3,150, with an option to extend for an additional three months if necessary, at an additional cost of \$3,150; and

WHEREAS, the cost of the total six-month storage period, as reflected in Invoice #2139 dated February 28, 2025, is \$6,300, and any further extension shall be subject to the same monthly rental rate; and

WHEREAS, funds are available through the 2024-2025 MIDC grant and have been allocated for this expenditure.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to M & M Moving and Storage, 800 E. St. Joseph St., Lansing, MI 48912, to continue storing the Office of the Public Defender's furniture and equipment through the end of July 2025 at a cost of \$3,150, with an option to extend for an additional three months if necessary, at an additional cost of \$3,150.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson 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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HEDRICK ASSOCIATES FOR
UNINTERRUPTIBLE POWER SUPPLY SUPPORT**

RESOLUTION #25 –

WHEREAS, an Uninterruptible Power Supply (UPS) is a critical component to the Ingham County Network and is located at multiple County facilities, including the 9-1-1 Call Center, Justice Complex, Courthouse, and other locations; and

WHEREAS, the UPS provides power to all computers and equipment in these facilities in the case of a power failure, ensuring continued operations and public safety; and

WHEREAS, Ingham County has selected Hedrick Associates to provide these critical services through a new five-year agreement; and

WHEREAS, the County has obtained pricing through the State of Michigan MiDeal contract (#171-180000001133) for UPS support services from Hedrick Associates; and

WHEREAS, the total contract amount for these services is \$138,405 over five years, covering essential 8x5 maintenance for various UPS units and sealed battery replacements at multiple sites, including the 9-1-1 Call Center, Justice Complex, and Courthouse; and

WHEREAS, funds are available in the Maintenance Contractual 931100 line item to cover this expense.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize contracting with Hedrick Associates for five years of UPS support services, with a total amount not to exceed \$138,405, with funds available in the Maintenance Contractual 931100 line item.

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

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PROFESSIONAL SERVICE AGREEMENT FOR THE 2025 WATERBORNE PAVEMENT MARKING PROGRAM AND THE COLD PLASTIC COMMON TEXT & SYMBOL PAVEMENT MARKING PROGRAM

RESOLUTION #25 –

WHEREAS, the Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program; and

WHEREAS, the Purchasing Department solicited proposals (RFP #23-25) from vendors to provide pavement markings for the countywide 2025 Waterborne Pavement Marking & Cold Plastic Common Text & Symbol Pavement Marking, with the option to extend the term for one year, 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, the Road Department budget includes sufficient funds for this contract for the 2025 calendar year; and

WHEREAS, it is the recommendation of the Road Department to execute a professional services agreement with M & M Pavement Marking, Inc. located at P.O. Box 530, Grand Blanc, MI 48480.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into professional services agreement with M & M Pavement Marking, Inc. located at P.O. Box 530, Grand Blanc, MI 48480, to provide pavement markings for the countywide 2025 Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program at rates not to exceed those stated in their proposal to RFP #23-25, with an option to extend the term for one year.

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH BUNKER HILL TOWNSHIP FOR THE
2025 LOCAL ROAD PROGRAM**

RESOLUTION #25 –

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as a township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Bunker Hill Township has coordinated with the Road Department to schedule work for the 2025 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2025 construction season; and

WHEREAS, the Road Department only charges for materials and vendor expenses in most circumstances, and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the township; and

WHEREAS, the Road Department's capped match contribution in the total amount of \$33,300 for Bunker Hill Township is included in the adopted 2025 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Bunker Hill Township for the 2025 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the Bunker Hill Township project up to the capped allocation amount as shown in the attached table.

BE IT FURTHER RESOLVED, that project costs exceeding the Road Department's capped funding match are the full financial responsibility of Bunker Hill Township.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Bunker Hill Township for their portion of the project costs at the conclusion of the construction season.

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

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Township	Roll Over Balance Thru 2024	2025 ICRD Match Allocation	Total 2025 Match Available	Proposed 2025 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Bunker Hill	\$0.00	\$33,300.00	\$33,300.00	HMA overlay on Nims Road (Fitchburg Rd to Vicary Rd).	\$127,290.63	\$93,990.63	\$33,300.00

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR CRACK SEAL AND MASTIC USING GOVERNMENT CONTRACT PRICING FOR THE 2025-2030 FISCAL YEARS

RESOLUTION #25 –

WHEREAS, the Road Department performs annual road maintenance, including the application of crack seal and mastic to extend the lifespan of roadways; and

WHEREAS, the Road Department seeks to procure these materials and equipment using government contract pricing available through various sources such as MiDeal, Sourcewell, and OMNIA Partners, ensuring competitive pricing and cost efficiency; and

WHEREAS, the unit prices for crack seal and mastic product and equipment will be determined annually based on the current pricing provided through the vendor's government contract; and

WHEREAS, the Ingham County Board of Commissioners approved \$130,000 in the 2025 Road Department budget for the purchase and application of crack seal and mastic, with the understanding that each year the budget amount will be adjusted based on operational needs and the funding available; and

WHEREAS, the current vendors offering government contract pricing include National Highway Maintenance Systems and Sherwin Industries; however, the specific vendors participating in the programs may change during the fiscal years covered by this resolution; and

WHEREAS, vendors will be selected on an as-needed basis according to product availability and associated costs, to ensure the most efficient and cost-effective procurement through government contract pricing; and

WHEREAS, an as-needed purchase order for the 2025-2030 fiscal years will provide stability in procurement, streamline the purchasing process, and support effective road maintenance operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an as-needed purchase order for the 2025-2030 fiscal years for the purchase of crack seal and mastic products and equipment using government contract pricing as provided through sources such as MiDeal, Sourcewell, and OMNIA Partners, with vendors and unit prices to be determined annually based on current government contract pricing participation.

BE IT FURTHER RESOLVED, that the total annual expenditure under this purchase order shall not exceed the amount allocated in the Road Department's annual budget for crack seal and mastic.

BE IT FURTHER RESOLVED, that the Purchasing Department is authorized to approve purchase orders annually for the Road Department in accordance with the pricing and terms established through government contract pricing sources.

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Maiville
Nays: None **Absent:** Peña, Johnson **Approved 03/18/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR EQUIPMENT RENTALS WITH OPTIONAL OPERATOR COSTS FOR THE 2025-2030 FISCAL YEARS

RESOLUTION #25 –

WHEREAS, the Road Department utilizes equipment rentals, with optional operator costs, to support road maintenance and construction activities as needed; and

WHEREAS, the Road Department seeks to procure these services using written quotes or government contract pricing available through various sources such as MiDeal, Sourcewell, and OMNIA Partners, ensuring competitive pricing and cost efficiency; and

WHEREAS, the unit prices for equipment rentals and operator costs will be determined annually based on the current pricing provided through the vendor's government contract or through written quotes; and

WHEREAS, the Ingham County Board of Commissioners approved \$50,000 in the 2025 Road Department budget for the purchase of equipment rentals, with the understanding that each year the budget amount will be adjusted based on operational needs and the funding available; and

WHEREAS, the current vendors offering government contract pricing include Alta Equipment Group, AIS Construction Equipment, Corp., Herc Rentals, Inc, MacAllister Machinery Co. dba Michigan CAT, Sunbelt Rentals, Versa-Lift Midwest, LLC, Altec Industries, Inc., Bell Equipment Company, Doosan Bobcat North America, Deere & Company, and United Rentals (North America), Inc.; however, the specific vendors participating in the programs may change during the fiscal years covered by this resolution; and

WHEREAS, vendors will be selected on an as-needed basis according to equipment availability and associated costs, to ensure the most efficient and cost-effective procurement through written quotes or government contract pricing; and

WHEREAS, an as-needed purchase order for the 2025-2030 fiscal years will provide stability in procurement, streamline the purchasing process, and support effective road maintenance operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an as-needed purchase order for the 2025-2030 fiscal years for the purchase of equipment rentals with optional operator costs using written quotes or government contract pricing as provided through sources such as MiDeal, Sourcewell, and OMNIA Partners, with vendors and unit prices to be determined annually based on current rates and/or government contract pricing participation.

BE IT FURTHER RESOLVED, that the total annual expenditure under this purchase order shall not exceed the amount allocated in the Road Department's annual budget for equipment rentals.

BE IT FURTHER RESOLVED, that the Purchasing Department is authorized to approve purchase orders annually for the Road Department in accordance with the pricing and terms established through written quotes or government contract pricing sources.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE 2025
LOCAL ROAD PROGRAM**

RESOLUTION #25 –

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as a township, millage, or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department only charges for materials and vendor expenses in most circumstances and will pay 50% of the project costs up to the capped allocation for each township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department become the full financial responsibility of the township; and

WHEREAS, Meridian Township has scheduled local road improvements for 2025 and will complete these projects using their own contractors and Township millage funds; and

WHEREAS, the Road Department coordinated with Meridian Township to determine the priority of additional road projects to be performed by the Road Department as part of the 2025 Local Road Program; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2025 construction season as outlined in the attached table; and

WHEREAS, the Road Department's capped allocation in the total amount of \$335,000 for Meridian Township is included in the adopted 2025 Road Fund Budget; and

WHEREAS, upon final accounting of the work included in the Road Department's 2025 Local Road Program, any remaining capped allocation funds will be provided to Meridian Township as a contribution to their millage work on local roads.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Meridian Township for the 2025 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the Meridian Township projects up to the capped allocation amount as shown in the attached table.

BE IT FURTHER RESOLVED, that upon final accounting of the work included in the Road Department's 2025 Local Road Program, any remaining portion of Meridian Township's capped allocation amount shall be provided to Meridian Township as a contribution towards local road projects completed by their own contractors.

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

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Meridian Township 2025 Local Road Program

Road Name	Segment of Road	Scope of work	ESTIMATED Cost of Project
Cornell Road	Grand River to Haslett Rd	The scope of work includes a double chip seal, and fog seal	\$104,208.43
Tihart Road	Twinging Rd to Cornell Rd	The scope of work includes a double chip seal, and fog seal	\$19,293.13
Tihart Road	Marsh Rd to Twinging Rd	The scope of work includes a single chip seal, and fog seal	\$21,303.14
Cornell Road	Grand River to Haslett Rd	The scope of work includes HMA Skip Paving.	\$13,800
TOTAL ESTIMATED COST OF DESIGNATED PROJECTS:			\$158,604.70
TOTAL ICRD ALLOCATION FOR 2025			\$335,000
ESTIMATED ICRD FUNDS CONTRIBUTION TO DESIGNATED PROJECTS:			\$79,302.35
TOTAL ESTIMATED COST FOR TOWNSHIP FOR DESIGNATED PROJECTS:			\$79,302.35
ESTIMATED ADDITIONAL ICRD CONTRIBUTION TO MERIDIAN TWP LOCAL ROAD PROGRAM:			\$255,697.65

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR ROAD SALT USING
GOVERNMENT CONTRACT PRICING FOR THE 2025-2030 FISCAL YEARS**

RESOLUTION #25 –

WHEREAS, the Road Department performs annual winter maintenance, including the application of road salt, to improve safety and maintain drivability during snow and ice conditions; and

WHEREAS, the Road Department seeks to procure these materials using government contract pricing available through various sources such as MiDeal, Sourcewell, and OMNIA Partners, ensuring competitive pricing and cost efficiency; and

WHEREAS, the unit prices for road salt will be determined annually based on the current pricing provided through the vendor's government contract; and

WHEREAS, the Ingham County Board of Commissioners approved \$800,000 in the 2025 Road Department budget for the purchase of road salt, with the understanding that each year the budget amount will be adjusted based on operational needs and the funding available; and

WHEREAS, the current vendor offering government contract pricing for the Ingham County area is Detroit Salt; however, the specific vendors participating in the programs may change during the fiscal years covered by this resolution; and

WHEREAS, vendors will be selected on an as-needed basis according to product availability and associated costs, to ensure the most efficient and cost-effective procurement through government contract pricing; and

WHEREAS, an as-needed purchase order for the 2025-2030 fiscal years will provide stability in procurement, streamline the purchasing process, and support effective road maintenance operations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an as-needed purchase order for the 2025-2030 fiscal years for the purchase of road salt using government contract pricing as provided through sources such as MiDeal, Sourcewell, and OMNIA Partners, with vendors and unit prices to be determined annually based on current government contract pricing participation.

BE IT FURTHER RESOLVED, that the total annual expenditure under this purchase order shall not exceed the amount allocated in the Road Department's annual budget for salt.

BE IT FURTHER RESOLVED, that the Purchasing Department is authorized to approve purchase orders annually for the Road Department in accordance with the pricing and terms established through government contract pricing sources.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN ADJUSTMENT OF THE WAGE STRUCTURE FOR PART-TIME
CCLP LAW ENFORCEMENT AND PART-TIME CCLP CORRECTIONS DEPUTIES**

RESOLUTION #25 –

WHEREAS, the County of Ingham and the Ingham County Sheriff (hereinafter collectively “Employer”) and the Ingham County Sheriff’s Office Law Enforcement and Corrections Bargaining Units of the Capitol City Labor Program (“CCLP”) (hereinafter “Union”) are parties to collective bargaining agreements for the period of January 1, 2025 through December 31, 2027, which govern the terms and conditions of part-time employees in the bargaining units; and

WHEREAS, the Employer and the Union acknowledge the importance of maintaining a competitive wage structure for all employees, including part-time employees, to support the recruitment and retention of highly qualified deputies; and

WHEREAS, the parties have engaged in discussions regarding the hourly wages of part-time employees and mutually agree to an adjustment of the wage structure for part-time employees.

THEREFORE BE IT RESOLVED, that effective the first full pay period immediately following the execution of this Agreement, the Ingham County Board of Commissioners approves the amendment of Article 1, Section 2 of the Law Enforcement collective bargaining agreement to specify that part-time deputies shall be compensated at Step 3 of the wage schedule for a full-time Law Enforcement deputy.

BE IT FURTHER RESOLVED, that effective the first full pay period immediately following the execution of this agreement, the Ingham County Board of Commissioners approves the amendment of Article 45, Section 2 of the Corrections collective bargaining agreement to specify that part-time deputies shall be compensated at Step 3 of the wage schedule for a full-time Corrections deputy.

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING SUPPLEMENTING THE ICEA COUNTY PROFESSIONAL COLLECTIVE BARGAINING AGREEMENT REGARDING ON-CALL TIME FOR IT DEPARTMENT NETWORK ADMINISTRATORS

RESOLUTION #25 –

WHEREAS, the County of Ingham, (hereinafter referred to as the “Employer”) and the Ingham County Employees’ Association (hereinafter referred to as the “Union”) are parties to a collective bargaining agreement (hereinafter referred to as the “CBA”) for the County Professional Employees’ Unit with a term of January 1, 2025, through December 31, 2027; and

WHEREAS, the bargaining unit includes employees employed as Network Administrators in the Employer’s IT Department; and

WHEREAS, the Parties wish to supplement the contract regarding on-call time for Network Administrators only; and

WHEREAS, the Parties have agreed to the following terms:

1. Each Network Administrator shall have weekly on-call status, on a rotating basis with the other Network Administrators.
2. On-call coverage shall be from 5:30 PM through 7:30 AM for weekdays and the entire weekend (48 hours).
3. Network Administrators who are on-call shall carry the cell phone issued by the Employer.
4. Network Administrators shall respond to on-call requests within one hour of the initial call.
5. Network Administrators shall be able to return to the Innovation and Technology Department within one hour after determining onsite work is required.
6. The Network Administrator going on call shall be responsible for changing and testing the system prior to on-call start time.
7. The Network Administrators shall be paid on-call time at the rate of three (3) hours’ straight time pay for each work weekday.
8. The Network Administrators shall be paid three (3) hours’ straight time pay for holidays during the work week and weekend days in addition to the three (3) hours’ evening straight time pay.
9. Typically, a work week total of twenty-seven (27) hours’ straight time pay.
10. On-call pay for a full day Suspension of Operations shall be at the rate of four (4) hours’ straight time pay, in addition to any regular compensation. On-call pay will be pro-rated to the amount of time suspended.
11. If an on-call Network Administrator is called in to work, that Network Administrator shall receive a minimum of three (3) hours’ pay at the rate of time and one half as per the Parties’ labor contract’s call-back provision (Article 10, Section 6). This shall be in addition to on-call pay.

12. If an on-call Network Administrator works without being called in to work and works over ten (10) minutes, that Network Administrator shall receive the minimum of one (1) hours' pay at the rate of time and one half or actual time worked at time and one half per incident. If a non on-call Network Administrator works without being called in to work and works over ten (10) minutes, that Network Administrator shall receive a minimum of one (1) hours' pay at the rate of time and one half or actual time worked at time and one half per incident.
13. All the other terms and conditions specified in the Parties' collective bargaining agreement shall remain in full force and effect, except as stated above.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves each Network Administrator to have weekly on-call status, on a rotating basis with the other Network Administrators; on-call coverage shall be from 5:30 PM through 7:30 AM for weekdays and the entire weekend (48 hours); Network Administrators who are on-call shall carry the cell phone issued by the Employer; Network Administrators shall respond to on-call requests within one hour of the initial call; Network Administrators shall be able to return to the Innovation and Technology Department within one hour after determining onsite work is required; and the Network Administrator going on call shall be responsible for changing and testing the system prior to on-call start time.

BE IT FURTHER RESOLVED, that the Network Administrators shall be paid on-call time at the rate of three (3) hours' straight time pay for each work weekday; the Network Administrators shall be paid three (3) hours' straight time pay for holidays during the work week and weekend days in addition to the three (3) hours' evening straight time pay; and, typically, a work week total of twenty-seven (27) hours' straight time pay.

BE IT FURTHER RESOLVED, that on-call pay for a full day Suspension of Operations shall be at the rate of four (4) hours' straight time pay, in addition to any regular compensation, and the on-call pay will be pro-rated to the amount of time suspended; if an on-call Network Administrator is called in to work, that Network Administrator shall receive a minimum of three (3) hours' pay at the rate of time and one half as per the Parties' labor contract's call-back provision (Article 10, Section 6), in addition to on-call pay; if an on-call Network Administrator works without being called in to work and works over ten (10) minutes, that Network Administrator shall receive the minimum of one (1) hours' pay at the rate of time and one half or actual time worked at time and one half per incident; if a non on-call Network Administrator works without being called in to work and works over ten (10) minutes, that Network Administrator shall receive a minimum of one (1) hours' pay at the rate of time and one half or actual time worked at time and one half per incident; and, all the other terms and conditions specified in the Parties' collective bargaining agreement shall remain in full force and effect, except as stated herein.

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.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to implement the terms of the Letter of Understanding for On-Call Network Administrators.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RECLASSIFICATION REQUESTS FOR UAW TECHNICAL, OFFICE, PARA-PROFESSIONAL AND SERVICE, ICEA COUNTY PROFESSIONALS UNIT, AND MANAGERIAL & CONFIDENTIAL EMPLOYEES

RESOLUTION #25 –

WHEREAS, the UAW Technical, Office, Para-Professional and Service, and ICEA County Professionals Unit collective bargaining agreements and the Managerial & Confidential Employee Personnel Manual effective January 1, 2022 through December 31, 2024, provided 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.

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>
225003	Secretary Equalization to Real Property Analyst	Move from UAW F to UAW G
140048	Court Officer - Family Court	Move from UAW G to UAW J
421012	Office Coordinator	Move from UAW G to UAW J
229121	Adult & Juvenile Legal Assistant	Move from UAW J to UAW K
229122	Adult & Juvenile Legal Assistant	Move from UAW J to UAW K
601532	Clinical Data Analyst	Move from ICEA Pro 7 to ICEA Pro 8
958027	Security Analyst to Information Security Officer	Move from ICEA Pro 8 to ICEA Pro 10
601324	Land & Water Program Supervisor	Move from ICEA Pro 9 to ICEA Pro 10
253002	Chief Deputy Treasurer	Move from MC 12 to MC 14

<u>Position Title</u>	<u>2025</u> <u>Current Grade, Step 5</u>	<u>2025</u> <u>Proposed Grade, Step 5</u>	<u>Difference</u>
Real Property Analyst	UAW F: 52,164.59	UAW G: 55,189.66	3,025.07
Court Officer – Family Court	UAW G: 55,189.66	UAW J: 65,412.94	10,223.28
Office Coordinator	UAW G: 55,189.66	UAW J: 65,412.94	10,223.28
Adult & Juvenile Legal Assistant	UAW J: 65,412.94	UAW K: 69,165.54	3,752.60
Adult & Juvenile Legal Assistant	UAW J: 65,412.94	UAW K: 69,165.54	3,752.60
Clinical Data Analyst	ICEA Pro 7: 75,222.34	ICEA Pro 8: 82,047.11	6,824.77
Information Security Officer	ICEA Pro 8: 82,047.11	ICEA Pro 10: 96,913.05	14,865.94
Land & Water Program Supv.	ICEA Pro 9: 89,732.78	ICEA Pro 10: 96,913.05	7,180.27
Chief Deputy Treasurer	MC 12: 104,136.53	MC 14: 120,027.14	15,890.61
TOTAL:			\$ 75,738.42

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, Maiville

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND GENERAL FUND POSITION HIRING FREEZE PROCESS

RESOLUTION #25 –

WHEREAS, the 2025 Ingham County General Fund budget was balanced through freezing 14 General Fund positions; and

WHEREAS, all other General Fund positions that have, or will become vacant in 2025 require an exemption from the County Services and Finance Committees; and

WHEREAS, the exemption process requires the department to submit a position request to the Department of Finance & Budget, which will have payroll and benefit costs allocated to it and forwarded to the Controller's Office for submittal to both committees; and

WHEREAS, the exemption memo has typically been added to the consent agenda of both County Services and Finance Committees; and

WHEREAS, instituting a four-week delay between a position vacancy and the posting for the vacancy will have a similar fiscal impact of saving vacant position funding as the exemption process, while eliminating the work flow described above; and

WHEREAS, this amendment to the hiring freeze process will not affect the processes implemented to the Ingham County Health Department's Community Health Centers through the passage of Resolution #24-601.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners approves amending the current hiring freeze process to eliminate the General Fund position exemption request and replace it with a four-week hold on vacant positions before they are advertised to be filled.

BE IT FURTHER RESOLVED, that the Human Resources Department will not advertise for any vacant General Fund positions until four-weeks after the position have been vacated.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE MARKET RATE EXCEPTION COMPENSATION FOR THE POSITION OF HEALTH CENTER DEPUTY HEALTH OFFICER/EXECUTIVE DIRECTOR

RESOLUTION #25 –

WHEREAS, the Ingham Community Health Centers (ICHC) board, in conjunction with the County of Ingham, is seeking proposals from Executive Recruiting firms to conduct a search for the Health Center Deputy Health Officer/Executive Director position; and

WHEREAS, the search for this position will be a joint effort between ICHC, the Ingham County Health Officer and the professional(s) selected; and

WHEREAS, feedback from two potential firms who declined to submit proposals indicates they did not submit proposals based upon the level of compensation currently paid to the position; and

WHEREAS, the position is currently at a MC Grade 16 (116,583.11 – 139,977.07); and

WHEREAS, a compensation study performed in 2023 on behalf of the Michigan Primary Care Association by ElementOne Consulting reflects that this position should be compensated at least at \$190,000.00 per year to be competitive; and

WHEREAS, approval of a market rate exception for compensation for this position is requested as follows:

Step 1: 190,000.00 Step 2: 199,500.00 Step 3: 209,475 Step 4: 219,948.75 Step 5: 230,946.19

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves market rate exception compensation for the position of Health Center Deputy Health Officer/Executive Director as follows:

Step 1: 190,000.00 Step 2: 199,500.00 Step 3: 209,475 Step 4: 219,948.75 Step 5: 230,946.19

BE IT FURTHER RESOLVED, that the total compensation cost for this position, including fringe benefits, is 376,998.98 at Step 5.

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized to make any necessary budget transfers to fund the market rate exception compensation for the position of Health Center Deputy Health Officer/Executive Director.

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JANIECE WILLIAMS, MEDICAL ASSISTANT

RESOLUTION #25 –

WHEREAS, after a span of 30 years of dedicated service to Ingham County Health Department and the Ingham Community Health Centers, Janiece Williams retired on January 31, 2025; and

WHEREAS, Janiece began her career at Ingham County Health Department in September of 1989 as a temporary Peer Educator, providing individual contact with patients to identify and develop client-directed treatment plan goals, and monitor ongoing achievement of goals; and

WHEREAS, in May of 1989, Janiece was hired full time in the role of Maternal Infant Outreach Advocate where she performed outreach services to at-risk pregnant women and families with children under the age of three; and

WHEREAS, Janiece resigned in September of 2000 as the Maternal Infant Outreach Advocate to pursue other interests; and

WHEREAS, Janiece came back to work at Ingham County Health Department and was hired in January of 2004 as a Clinic Assistant Tech 1 and served by rooming patients, taking vitals, completing medication reconciliation, and discharging patients; and

WHEREAS, Janiece was hired as a full time Medical Assistant in April of 2006, working at various Community Health Centers including Cedar Women's Health Center, River Oak Community Health Center, and Forest Community Health Center; and

WHEREAS, Janiece exemplified outstanding customer service while making patients feel at ease when they were concerned or faced difficult health challenges; and

WHEREAS, Janiece assisted patients with scheduling, rescheduling appointments, problem solving patient barriers, referrals to Community Health Workers, and assistance with healthcare resources; and

WHEREAS, Janiece was kind, respectful and provided a listening ear to those who were struggling; and

WHEREAS, Janiece has been a loyal, dedicated, knowledgeable and professional employee and has 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 Janiece Williams for her 30 years of dedicated service to Ingham County Health Department and for her exemplified 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: Cahill, Trubac, Morgan, Willis, Ruest, Schafer

Nays: None

Absent: Tennis

Approved 03/17/25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDING FOR THE REPAIRS AT THE INGHAM COUNTY
FAIRGROUNDS**

RESOLUTION #25 –

WHEREAS, a vehicle recently struck and damaged a steel column and surrounding masonry at Main Arena located at the Ingham County Fairgrounds; and

WHEREAS, an assessment of the damage was conducted, and a proposal from Laux Construction was received to complete the necessary repairs, including structural reinforcements, metal siding replacement, painting, and flooring restoration; and

WHEREAS, the total cost for the repairs has been estimated at \$48,138.50; and

WHEREAS, the insurance company for the driver of the vehicle that struck the building, Nationwide, will cover \$48,138.50 of the repair costs; and

WHEREAS, Laux Construction holds a cooperative purchasing contract through the State of Michigan's MiDeal Program, allowing the County to utilize competitively bid pricing for construction services, ensuring cost-effective and timely project completion; and

WHEREAS, it is in the best interest of Ingham County to move forward with these repairs promptly to ensure the safety, structural integrity, and continued use of the fairground's facility.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding for the Ingham County Fairgrounds Building Damage Repairs in an amount not to exceed \$48,138.50, with \$48,138.50 covered by Nationwide insurance.

BE IT FURTHER RESOLVED, that Ingham County will contract with Laux Construction through the MiDeal cooperative purchasing agreement to complete the necessary repairs.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments and process any required financial transactions related to this project.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts, purchase orders, or agreements, after review by the County Attorney, to proceed with the repairs in a timely manner.

HUMAN SERVICES: Yeas: Cahill, Trubac, Morgan, Willis, Ruest, Schafer
Nays: None **Absent:** Tennis **Approved 03/17/25**

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

Nays: None

Absent: Peña, Johnson

Approved 03/18/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRAPHIC SCIENCES, INC. FOR THE
TRANSPORT, STORAGE, AND RETRIEVAL OF HEALTH DEPARTMENT FILES**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to extend its agreement with Graphic Sciences, Inc. for the transport, storage, and retrieval of ICHD files effective January 27, 2025 through January 26, 2026 for an amount not to exceed \$49,000; and

WHEREAS, ICHD has a current agreement with Graphic Sciences, Inc. for the transport, storage and retrieval of Health Department files and has been satisfied with the services which ended January 26, 2025; and

WHEREAS, Graphic Sciences, Inc. is a current vendor through the State of Michigan MiDeal Extended Purchasing program for digital imaging, microfilming, and storage; and

WHEREAS, the Ingham County Purchasing Director has confirmed that Graphic Sciences, Inc. is exempt from the County's purchasing policy requiring a RFP or other competitive bidding; and

WHEREAS, Graphic Sciences, Inc. has estimated the costs to store files will be approximately \$2,200 per month and file retrieval at \$6.95 per file requested; and

WHEREAS, as a part of the \$49,000 in total costs, Graphic Science, Inc. has estimated an additional, one-time cost of approximately \$18,000 to remove, transport, and catalog the files; and

WHEREAS, the costs for the storage of documents is included in the FY 25 ICHD budget; and

WHEREAS, Graphic Science, Inc. has estimated an additional one-time cost of approximately \$18,000 (included in the total \$49,000) to remove, transport and catalog the files; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a one year contract with Graphic Sciences, Inc. for the transport, storage, and retrieval of files effective January 27, 2025 through January 26, 2026 in an amount not to exceed \$49,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year contract with Graphic Sciences, Inc. for the transport, storage and retrieval of files effective January 27, 2025 through January 26, 2026 in an amount not to exceed \$49,000.

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

HUMAN SERVICES: Yeas: Cahill, Trubac, Morgan, Willis, Ruest, Schafer
Nays: None **Absent:** Tennis **Approved 03/17/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR FY25-26 AMERICORPS VISTA GRANT FUNDING

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with the Corporation for National and Community Services (CNCS) for a year of funding to support of the AmeriCorps VISTA Project effective July 27, 2025 through July 25, 2026 in an amount not to exceed \$31,000; and

WHEREAS, ICHD was the recipient of grant funds for the AmeriCorps VISTA Program twelfth funding cycle in the 2024-20245 FY, which was authorized through Resolution #24-210; and

WHEREAS, CNCS has provided Ingham County a twelfth year of funding for the 2025-2026 FY to support up to twelve (12) AmeriCorps VISTA members who will perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related problems; and

WHEREAS, this funding is effective July 27, 2025 through July 25, 2026 in an amount not to exceed \$31,000; and

WHEREAS, the grant award is included in the Health Department's operating budget; and

WHEREAS, out of a total of 12 FTE AmeriCorps VISTA members placed in host sites selected through an application process; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with CNCS to accept FY25-26 grant funding to support the AmeriCorps VISTA Project, effective July 27, 2025 through July 25, 2026 in an amount not to exceed \$31,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with CNCS to accept FY25-26 grant funding to support the AmeriCorps VISTA Project, effective July 27, 2025 through July 25, 2026 in an amount not to exceed \$31,000.

BE IT FURTHER RESOLVED, that the Medical Health Officer, or her designee, is authorized to submit the 2025-2026 budget electronically through the CNCS eGrants system, tentatively electronically approve the Memorandum of Agreement, and any eGrants system updates or amendments.

BE IT FURTHER RESOLVED, that after approval as to form by the County Attorney, the Memorandum of Agreement (MOA) is final.

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

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

Nays: None

Absent: Tennis

Approved 03/17/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DR. SAIF FATTEH FOR
DERMATOLOGY SERVICES**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into an agreement with Dr. Saif Fatteh to provide dermatology services for a two-year term effective May 1, 2025 through April 30, 2027; and

WHEREAS, Dr. Saif Fatteh will provide will dermatology services within ICHD's CHCs, four (4) hours per week; and

WHEREAS, the total cost of securing Dr. Saif Fatteh's services will not exceed \$63,336 and will be covered using a portion of HRSA funding authorized through Resolution #21-240; and

WHEREAS, the CHC Board of Directors and Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Dr. Saif Fatteh for dermatology services, effective May 1, 2025 through April 30, 2027, in an amount not to exceed \$63,336.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Dr. Saif Fatteh for dermatology services, effective May 1, 2025 through April 30, 2027 in an amount not to exceed \$63,336.

BE IT FURTHER RESOLVED, that the total cost of securing Dr. Saif Fatteh's services will not exceed \$63,336 and will be covered using a portion of the Health Resources and Services Administration (HRSA) funding authorized through Resolution #21-240.

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 Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

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

Nays: None

Absent: Tennis

Approved 03/17/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #22-103 FOR DENTAL SERVICE AGREEMENTS

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to amend Resolution #22-103 by increasing the pay rate from \$83.75 per hour to \$100.00 per hour to provide licensed Dental services effective upon approval through December 31, 2030; and

WHEREAS, ICHD's CHCs provide dental services through the Forest Dental CHC location; and

WHEREAS, the CHCs have not been able to successfully recruit contractual dentists through staff or contractual positions, and thus the 1.5 FTE dentist position remains vacant; and

WHEREAS, the current Cross-Country Locum Tenens Agreement for a Dentist is for \$200.00 per hour; and

WHEREAS, the Michigan Primary Care Association (MPCA) Michigan Federally Qualified Health Center's (FQHC) annual compensation survey reported a mean hourly salary for a Dentist at \$100.00 per hour; and

WHEREAS, the rate of pay will increase from \$83.75 per hour to \$100.00 per hour, and will be covered by billable services; and

WHEREAS, the Ingham Community Health Center Board of Directors and Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #22-103, by increasing the rate of pay from \$83.75 per hour to \$100.00 per hour, and by extending the agreement through December 31, 2030.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #22-103, by increasing the rate of pay from \$83.75 per hour to \$100.00 per hour, and by extending the agreement through December 31, 2030.

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: Cahill, Trubac, Morgan, Willis, Ruest, Schafer
Nays: None **Absent:** Tennis **Approved 03/17/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A DENTAL SERVICES AGREEMENT WITH DR. DANIEL
SADLER, DDS**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to enter into a Dental Services Agreement with Daniel Sadler, DDS for an hourly rate of \$100, effective upon approval through April 1, 2027; and

WHEREAS, ICHD's CHCs provide dental services through the Forest Dental CHC location; and

WHEREAS, the CHCs have not been able to successfully recruit contractual dentists through staff or contractual positions, and thus the 1.5 FTE dentist position remains vacant; and

WHEREAS, the current Cross-Country Locum Tenens Agreement for a Dentist is for \$200.00 per hour; and

WHEREAS, the Michigan Primary Care Association (MPCA) Michigan Federally Qualified Health Center's (FQHC) annual compensation survey reported a mean hourly salary for a Dentist at \$100 per hour; and

WHEREAS, the rate of pay at \$100 per hour will be covered by billable services; and

WHEREAS, the Ingham Community Health Center Board of Directors and Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into a Dental Services Agreement with Daniel Sadler, DDS at \$100 per hour, effective upon approval through April 1, 2027.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Dental Services Agreement with Daniel Sadler, DDS at \$100 per hour, effective upon approval through April 1, 2027

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

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

Nays: None

Absent: Tennis

Approved 03/17/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASING NEW DENTAL OPERATORY CHAIRS FOR
FOREST COMMUNITY HEALTH CENTER**

RESOLUTION #25 –

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to purchase New Dental Operatory Chairs effective upon approval in an amount not to exceed \$110,325.36; and

WHEREAS, the purchase of these chairs will be covered by Delta Dental Foundation funds approved through Resolution #24-055; and

WHEREAS, the additional cost of \$10,325.36 will be covered by Ryan White D 340 B funds, account #51161551 01192; and

WHEREAS, the remodel configurations of the dental operatories do not lend to the current chairs being suitable for the space; and

WHEREAS, the dental site sees HIV patients and therefore, Ryan White D 340 B funds will be utilized for the remaining amount; and

WHEREAS, if we do not purchase new dental operatory chairs, the dental chairs we currently have will not fit the design and configuration of the six operatories being remodeled, and the current dental chairs are no longer in production and parts will not be available; and

WHEREAS, Delta Dental Foundation has donated \$100,000 through Resolution #24-055, (account #51161520-976000-23F11) towards the purchase of the new dental operatory chairs and Ryan White D 340 B funds (account #51161551 01192) will be used to cover the remaining amount not to exceed \$10,325.36; and

WHEREAS, the CHC Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize purchasing new dental operatory chairs, in an amount not to exceed \$110,325.36, effective upon approval of this resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes purchasing new dental operatory chairs, in an amount not to exceed \$110,325.36, effective upon approval of this resolution.

BE IT FURTHER RESOLVED, that the purchase of these chairs will be covered by Delta Dental Foundation funds approved through Resolution #24-055, (account #51161520-976000-23F11) and the additional cost of \$10,325.36 will be covered by Ryan White D 340 B funds, (account #51161551-01192).

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

HUMAN SERVICES: Yeas: Cahill, Trubac, Morgan, Willis, Ruest, Schafer
Nays: None **Absent:** Tennis **Approved 03/17/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

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 WITH BARRY-EATON DISTRICT HEALTH DEPARTMENT AND MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

RESOLUTION #25 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into agreements with Barry-Eaton District Health Department (BEDHD) and Mid-Michigan District Health Department (MMDHD) to enable these Health Departments to implement community-led projects designed to improve disparate birthing outcomes and ensure healthy births, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$47,962; and

WHEREAS, ICHD has partnered with the Michigan Department of Health and Human Services (MDHHS) to be the fiduciary for the Region 7 Perinatal Quality Collaborative; and

WHEREAS, this regional collaborative focuses on reducing infant and maternal mortality rates in Ingham, Eaton, and Clinton Counties through BEDHD and MMDHD; and

WHEREAS, in order to fund this collaborative work, MDHHS has given ICHD funds through the FY 24-25 Comprehensive Agreement authorized by Resolution #24-452; and

WHEREAS, both BEDHD and MMDHD will be paid \$23,981 each, for a total amount not to exceed \$47,962; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize agreements with BEDHD and MMDHD, to enable these organizations to implement community-led projects designed to improve disparate birthing outcomes and ensure healthy births, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$47,962.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with BEDHD and MMDHD, to enable these organizations to implement community-led projects designed to improve disparate birthing outcomes and ensure healthy births, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$47,962.

BE IT FURTHER RESOLVED, that in order to fund this collaborative work, MDHHS has given ICHD funds through the FY 24-25 Comprehensive Agreement authorized by Resolution #24-452.

BE IT FURTHER RESOLVED, that both BEDHD and MMDHD will be paid \$23,981 each, for a total amount not to exceed \$47,962.

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: Cahill, Trubac, Morgan, Willis, Ruest, Schafer

Nays: None

Absent: Tennis

Approved 03/17/25

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

Nays: None

Absent: None

Approved 03/19/25

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR TAYLOR WICKS, ASSISTANT PUBLIC DEFENDER, ON HER
SELECTION FOR A “TOP FIVE UNDER 35” AWARD FROM THE INGHAM COUNTY BAR
ASSOCIATION**

RESOLUTION #25 –

WHEREAS, Taylor Wicks has been with the Ingham County Office of the Public Defender since she began her practice of law in January, 2021; and

WHEREAS, Ms. Wicks has distinguished herself by showing exemplary character, integrity, judgment, and legal scholarship; service to the profession and bar; service to the community; and a reputation for or the advancement of the highest legal standard and professional responsibility; and

WHEREAS, Ms. Wicks has become an invaluable resource for the indigent accused in Ingham County by providing zealous advocacy for her clients; and

WHEREAS, Ms. Wicks has earned the respect of judges and prosecutors for her zealous representation and professional excellence; and

WHEREAS, Ms. Wicks serves as the defense attorney for the Domestic Violence Specialty Court before the Honorable Cynthia Ward making sure the rights of the participants are protected; and

WHEREAS, Ms. Wicks’ commitment to the community goes far beyond the Office of the Public Defender through her volunteer work; and

WHEREAS, Ms. Wicks is a valuable asset to the Office of the Public Defender and Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners honors Taylor Wicks on her selection for the “Top Five Under 35” Award from the Ingham County Bar Association.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners congratulates Taylor Wicks on her selection for this award.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Schafer
Nays: None **Absent:** Pratt **Approved 03/13/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A THREE-MONTH EXTENSION OF THE LEASE AGREEMENT FOR THE TEMPORARY PUBLIC DEFENDER'S OFFICE SPACE AT 300 SOUTH WASHINGTON SQUARE, SUITE 315

RESOLUTION #25 –

WHEREAS, the Ingham County Public Defender's Office requires continued temporary office space while awaiting completion of its permanent location; and

WHEREAS, the County previously entered into a six-month lease agreement with Eyde Knapp Development, LLC for Suite 315 at 300 South Washington Square, Lansing, Michigan; and

WHEREAS, the lease term is set to expire in April 2025, but an additional three-month extension is available under the agreement; and

WHEREAS, the County seeks to extend the lease through July 2025 to ensure uninterrupted operations for the Public Defender's Office; and

WHEREAS, the monthly rent shall remain at \$7,500, and all other terms of the lease shall remain unchanged.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-month lease extension with Eyde Knapp Development, LLC for Suite 315 at 300 South Washington Square, Lansing, MI through July 2025 for \$7,500 per month.

BE IT FURTHER RESOLVED, that all payments for this lease agreement will be made to Eyde Knapp Development, LLC, with funds available through the Michigan Indigent Defense Commission (MIDC) grant for the fiscal year 2024-2025.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Schafer
Nays: None **Absent:** Pratt **Approved 03/13/25**

COUNTY SERVICES: Yeas: Lawrence, Pratt, Grebner, Sebolt, Maiville
Nays: None **Absent:** Peña, Johnson **Approved 03/18/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE TO SELL ONE
USED PATROL VEHICLE TO THE INGHAM INTERMEDIATE SCHOOL DISTRICT**

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office participates in many formal and informal training events involving our county youth; and

WHEREAS, the Ingham Intermediate School District, specifically the Wilson Talent Center, has requested the purchase of a transitioned patrol car from local police agencies to help facilitate their Law Enforcement program; and

WHEREAS, the Ingham Intermediate School District's Law Enforcement Program serves the needs of high school students who wish to enter the law enforcement profession throughout the County's school districts; and

WHEREAS, the Ingham County Sheriff's Office serves on the Law Enforcement Programs Board; and

WHEREAS, the Ingham County Sheriff's Office vehicle that is being proposed for sale to the Ingham Intermediate School District will be a vehicle that is currently being taken out of service and otherwise subject to auction; and

WHEREAS, the exact vehicle has an estimated auction value of \$3,500 and is identified as a 2016 Ford Explorer, VIN 1FM5K8AR1GGD16659, with 100,312 miles; and

WHEREAS, the Ingham County Sheriff's Office will sell the vehicle for \$1.00 and other valuable consideration in "as is" condition, making no promise or guarantee about the condition or mechanical functionality of the vehicle, and the County will not be responsible for any maintenance or future repairs; and

WHEREAS, the vehicle sold to the Ingham Intermediate School District's Law Enforcement Program will be used exclusively for their training program and will remain the property of the Ingham Intermediate School District for the duration of the training program; and

WHEREAS, the vehicle sold to the Ingham Intermediate School District's Law Enforcement Program will be marked and identified specifically as an Ingham Intermediate School District's law Enforcement program vehicle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to sell one used and retired Ingham County Patrol Vehicle for the purposes set forth in this resolution for \$1.00 and other valuable consideration.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Schafer
Nays: None **Absent:** Pratt **Approved 03/13/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE THERMAL BINOCULARS FOR THE SHERIFF'S OFFICE K-9 TEAM

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office has had, during Sheriff Scott Wriggelsworth's tenure as the Sheriff, K-9 Teams responsible for assisting in various law enforcement operations, including search and rescue, suspect tracking, and evidence recovery; and

WHEREAS, the K-9 Team requires specialized equipment to effectively conduct operations in low-light and no-light conditions; and

WHEREAS, the Sheriff's Office would like to purchase a pair of thermal binoculars from the provided vendor included in the attached quote; and

WHEREAS, the cost of the thermal binoculars totals \$4,250 which will be paid for out of the Ingham County Sheriff's Office K-9 donation account 797-363020; and

WHEREAS, the purchased equipment will enhance the K-9 Team's operational efficiency, which may reduce overtime costs associated with extended search operations; and

WHEREAS, the thermal binoculars will be purchased from Sellmark Corporation, 2201 Heritage Pkwy Mansfield, TX.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the purchase of thermal binoculars from Sellmark Corp. with a do not exceed amount of \$4,250.

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.

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Schafer
Nays: None **Absent:** Pratt **Approved 03/13/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE AND ADDED EQUIPMENT COSTS OF ONE
FORD EXPLORER FOR THE SHERIFF'S OFFICE TRAFFIC UNIT**

RESOLUTION #25 –

WHEREAS, the Ingham County Sheriff's Office has a partially grant-funded Traffic Unit with three (3) deputies and a sergeant that provides traffic enforcement and accident investigation throughout Ingham County; and

WHEREAS, the services provided require safe, reliable vehicles; and

WHEREAS, adding a third traffic car will ensure vehicle availability for each deputy and crash investigation equipment; and

WHEREAS, the additional vehicle will extend the life of the other traffic vehicles by distributing the miles; and

WHEREAS, the Sheriff's Office received one-time additional funds from the Michigan State 416 Secondary Road Patrol Grant that will cover the cost of this purchase and the equipment; and

WHEREAS, when the vehicle is retired and auctioned the proceeds must be directed back towards Secondary Road Patrol expenses; and

WHEREAS, Lunghamer Ford, 1690 E. Main St. Owosso, 48867 is an authorized dealership and vendor able to provide the vehicle at state contract pricing of one Ford Explorer Interceptor; and

WHEREAS, Mid-Michigan Emergency Equipment, 2237 Aurelius Rd. Holt, MI 48842 is a vendor able to build and equip the vehicle with the necessary emergency equipment; and

WHEREAS, the Sheriff's Office uses Mid-Michigan Emergency Equipment, a Delhi Township business to build all vehicles ensuring the quality and consistency needed for safety.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of one Ford Explorer from Lunghamer Ford for an amount not to exceed \$50,005 and the emergency equipment and build from Mid-Michigan Emergency Equipment in an amount not to exceed \$17,334.45, both items will be paid for out of Machinery – Cars & Trucks 10133315978010.

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

LAW & COURTS: Yeas: Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Schafer
Nays: None **Absent:** Pratt **Approved 03/13/25**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Polsdofer, Cahill, Maiville, Ruest
Nays: None **Absent:** None **Approved 03/19/25**