

CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON  
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM  
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE  
ROBERT PEÑA, CHAIR  
VICTOR CELENTINO  
MARK GREBNER  
RYAN SEBOLT  
SIMAR PAWAR  
KARLA RUEST  
MONICA SCHAFER

**INGHAM COUNTY BOARD OF COMMISSIONERS**  
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON WEDNESDAY, AUGUST 28, 2024 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/87805478336>.

Agenda

Call to Order

Approval of the [August 20, 2024 Minutes](#)

Additions to the Agenda

Limited Public Comment

**NOTE CHANGE IN DAY**

	Budget Book Section-Page
1. <u>Budget Hearings</u>	
a. Advisory Boards.....	3-1
i. Equal Opportunity Committee	
ii. Historical Commission	
iii. Women’s Commission	
b. Board of Commissioners.....	3-6
c. Controller .....	3-11
d. County Attorney.....	3-16
e. County Clerk .....	3-19
f. Drain Commissioner.....	3-36
g. Economic Development.....	3-49
h. Equalization .....	3-55
i. Facilities.....	3-60
j. Farmland and Open Space Preservation Millage.....	3-74
k. Financial Services .....	3-77
l. Hotel/Motel.....	3-84
m. Human Resources .....	3-86
n. Innovation and Technology .....	3-91
o. Purchasing.....	3-96
p. Register of Deeds.....	3-102
q. Road Department .....	3-111
r. Treasurer.....	3-117
s. Tri-County Regional Planning .....	3-150
t. Ingham Conservation District	
2. <u>Final Ranking</u>	

Announcements

Public Comment

Adjournment

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

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

COUNTY SERVICES COMMITTEE

August 20, 2024

Draft Minutes

Members Present: Sebolt, Celentino, Grebner, Pawar, Ruest, and Schafer.

Members Absent: Peña.

Others Present: Commissioner Maiville, Dr. Adenike Shoyinka, Cynthia Wagner, Teresa Carter, Becky Bennett, Gregg Todd, Sue Graham, Anika Ried and others.

The meeting was called to order by Vice-Chairperson Celentino at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/87805478336>.

Approval of the July 16, 2024 Minutes

VICE-CHAIRPERSON CELENTINO STATED, WITHOUT OBJECTION, THE OPEN AND CLOSED SESSION MINUTES OF THE JULY 16, 2024 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS SUBMITTED. Absent: Commissioner Peña.

Additions to the Agenda

Removed

1. Historical Commission – Interviews

Additions

Vice-Chairperson Celentino stated the original Agenda Item No. 1 would be replaced with the following:

1. County Services Committee – Resolution to Authorize Budget Adjustments to the 511 Fund for Fiscal Year 2025
14. Human Resources Department
  - c. Resolution to Authorize Voluntary Recognition of Capitol City Labor Program as the Exclusive Bargaining Representative of the 9-1-1 Supervisors Bargaining Unit

Substitutions

2. Community Mental Health Authority – Resolution of Intent to Enter into Contract of Lease with Ingham County Building Authority; to Authorize Publication of Notice of Intent; and to Declare Intent to Reimburse
12. Facilities Department
  - d. Resolution to Authorize a Contract with Seelye Group Ltd., to Replace the Carpet in the Public Areas, Jury Rooms, and Hallways at the Veterans Memorial Courthouse

Limited Public Comment

Vice-Chairperson Celentino stated there was a letter from Desiree Cook, Ingham County Employees Association (ICEA) Professional President, who was unable to be present for public comment and was included in the minutes as Attachment A.

Teresa Carter, United Auto Workers (UAW) Unit Chair, provided a letter which was included in the minutes as Attachment B and stated, though not reflected in their letter, the number of signatures on their petition was up to 78, the ICEA petition was up to 69 signatures, and the Michigan Nurses Association (MNA) petition had 16 signatures.

MOVED BY COMM. RUEST, SUPPORTED BY COMM. SEBOLT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

2. Community Mental Health Authority – Resolution of Intent to Enter into Contract of Lease with Ingham County Building Authority; to Authorize Publication of Notice of Intent; and to Declare Intent to Reimburse
3. Environmental Affairs Commission – Resolution to Accept a Grant to Implement Energy Conservation Measures
4. Farmland and Open Space Preservation Board
  - a. Resolution to Approve a Cooperative Agreement between the United States of America and Ingham County to Accept \$153,500
  - b. Resolution to Approve the Farmland and Open Space Preservation (FOSP) Board’s Recommended Selection Criteria (Scoring System) for the 2024 Farmland and Open Space Application Cycles and Approve the FOSP Board to Host a 2024 Application Cycle
  - c. Resolution to Approve the Ranking of the 2023 Farmland and Open Space Preservation Program’s Application Cycle Ranking and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top-Ranked Properties
5. Treasurer’s Office – Resolution to Amend Resolution #24-309 Authorizing \$75,000 in Unobligated Housing Trust Funds to Pay Capital Area Housing Partnership to Administer Michigan State Housing Development Authority Community Development Block Grant Housing Improving Local Livability Program
6. Drain Commissioner – Resolution Pledging Full Faith and Credit to Willow Creek Drain Drainage District Bonds
7. Sheriff’s Office – Authorization to Start an Employee Above Step 2
8. Potter Park Zoo
  - a. Notice of Emergency Purchase Order for Water Service Replacement
  - b. Resolution to Authorize the Issuing of Bonds for the Animal Health Facility at Potter Park Zoo
9. Health Department – Resolution to Authorize Additional Special Part-Time Mobile Health Per Diem Medical Positions
10. Purchasing Department
  - a. Notice of Emergency Purchase Order for Prevailing Wage Monitoring for the Housing Trust Fund and Land Bank ARPA Funded Construction Projects
  - b. Resolution to Authorize a Contract with Labor Compliance Services
11. Innovation & Technology Department – Resolution to Approve the Purchase of a Fax Solution

12. Facilities Department
  - a. Notice of Emergency Purchase Order to Replace Control Panel Circuit Boards and CPU at Ingham County Youth Center
  - b. Resolution to Authorize a Purchase Order to Automatic Equipment Sales & Service, Inc. to Install an Automatic Door Opener at the Human Services Building
  - c. Resolution to Authorize a Service Agreement with Trane U.S. Inc., for Building Control Units and Software Maintenance at Multiple County Facilities
  - d. Resolution to Authorize a Contract with Seelye Group Ltd., to Replace the Carpet in the Public Areas, Jury Rooms, and Hallways at the Veterans Memorial Courthouse
  - e. Resolution to Authorize a Service Agreement to Replace the Heat Pump at the Veterans Memorial Courthouse
  
13. Road Department
  - a. Resolution to Authorize an Engineering Design Services Contract with C2AE for the Lake Lansing Water Level Control Structure
  - b. Resolution to Authorize Ongoing Flexible Capital Improvement Project Plans for the Road Department
  - c. Resolution to Authorize the Purchase of a Replacement Commercial Mower
  - d. Resolution to Amend a Bituminous Pavement Agreement to Authorize Black Star Advisors, LLC to Sign on Behalf of Okemos Grand Reserve, LLC for Extending Paved Limits of Powell Road
  - e. Resolution to Accept the 2024-2026 Transportation Asset Management Plan for the Ingham County Road Department
  - f. Resolution to Authorize a Vendor Contract for an Aluminum Sign Refurbishing Program
  - g. Resolution for Final Plat Approval for Sanctuary II Subdivision and Public County Road Acceptance of Crane Circle
  
14. Human Resources Department
  - a. Resolution to Approve Generic Service Credit Purchase for County Employee: Stephen Walters
  - b. Resolution to Approve an Agreement with University of Michigan Health - Sparrow Occupational Health Services to Provide Occupational Health Services

Commissioner Pawar disclosed, for all items pertaining to Meridian Township, that she had a contractual obligation with Meridian Township.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Peña.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Peña.

1. County Services Committee – Resolution to Authorize Budget Adjustments to the 511 Fund for Fiscal Year 2025

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. RUEST, TO APPROVE THE RESOLUTION.

Commissioner Sebolt stated they should at least pull the item and have a little conversation, as there were 13 positions being eliminated and they should be cognizant of the direct impacts of the Community Health Centers (CHC) Board of Directors' failure to appropriately control their budget. Commissioner Sebolt further stated, going into a budget period, they were confident that Jennifer Mora, Health Department Chief Financial Officer (CFO), was looking at a more realistic approach, and asked if they were confident in the new budget and amount that reflected the County's amended contribution for the next year.

Gregg Todd, Controller, stated they were confident the CFO's numbers were good. Todd further stated that whether or not those numbers would be approved by the CHC Board of Directors was a different story, but Dr. Adenike Shoyinka, Ingham County Health Officer, Michael Townsend, Budget Director, and Mora had met that morning and they felt confident.

Dr. Shoyinka stated the budget they were working on would be more sustainable and, while they submitted a budget that reflected the current deficit, they were working on what was more realistic based on patient encounters and where they needed to be. Dr. Shoyinka further stated they could amend the budget that had been sent out.

Commissioner Sebolt stated they were concerned that there were 13 positions that would be affected and asked if they knew how many actual individuals would be impacted and if there was potential to bump some people around to open positions.

Sue Graham, Human Resources (HR) Director, stated they did not know at that time and would have to pull seniority rosters and take it all one position at a time. Graham further stated there was crossover between public health and the CHC, so they would have to take a look at all of that.

Commissioner Sebolt stated the changes only came to about three million dollars, but understood it was why the budget was still being amended.

Vice-Chairperson Celentino asked for clarification on the amount of money the changes would save.

Todd stated they were trying to determine those exact numbers still, they would have firmer numbers later, and the current changes were a start.

Commissioner Grebner stated that at the August 21, 2024 Finance Committee meeting there would be an item on agenda which started out as an intemperate resolution they had drafted, and Todd made much more temperate, but they would likely add amendments at the Finance Committee meeting that would "re-intemperize" it. Commissioner Grebner further stated it was not up to the Finance Committee to deal with the program, but to look at the money and procedure, so they needed to say that there was a duty of employees to budget realistically and when a budget turned out to be out of balance in substantial way, there should be prompt action.

Commissioner Grebner stated budgets should not be constructed in the air because the numbers worked out nicely, and they had always thought that was the County's policy and procedure, but was discovering the word may not have gotten to the CHC.

Commissioner Sebolt stated they looked forward to seeing that resolution. Commissioner Sebolt further stated, in this situation, the employee that constructed the budget for the CHC was no longer with the County and Mora, as the new CFO, immediately saw the issue and tried to raise the red flag.

Commissioner Sebolt stated the CHC Board of Directors, to which the County had a legal agreement with based on Federal Law, failed to do their due diligence, and it would not hurt to reaffirm their position at the Finance Committee meeting.

Commissioner Pawar asked if the positions on the chopping block would be eliminated or if they could be worked into the Health Center, and if they would have to go through the seniority order to determine who got bumped and who did not.

Graham stated confirmation.

Commissioner Pawar asked how that information would be communicated to those employees.

Graham provided an overview of the process.

Commissioner Pawar asked if there was a way to let employees know how the process worked sooner, so they had information to calm their nerves.

Graham stated confirmation and that the positions they knew of currently had been identified, and it was the ones they did not know about that could be bumped, but they would give people as much notice as they could. Graham further stated the procedure was laid out in the Collective Bargaining Agreements, so there was a mutual understanding of how it worked.

Graham stated, in support of anyone who did get laid off, the County would be offering assistance filing for unemployment benefits, resume building, and job hunting.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioner Peña.

14. Human Resources Department

- c. Resolution to Authorize Voluntary Recognition of Capitol City Labor Program as the Exclusive Bargaining Representative of the 9-1-1 Supervisors Bargaining Unit

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated there was always a story behind voluntary recognition. Commissioner Grebner further clarified that it did not require cards and an election because the employer was voluntarily recognizing them, presumably because it was a done deal.

Todd stated confirmation.

Commissioner Grebner asked if the employees were happy with it.

Todd stated confirmation and that the 9-1-1 Supervisors had a different Bargaining Unit than 9-1-1 Dispatchers, so the resolution would bring them all under the same umbrella.

Discussion ensued regarding Bargaining Units.

Commissioner Grebner stated they hoped it would be an interesting election when they elected union leadership and the general County policy should be, if there was support for a union, that they could always voluntarily accept it, but an employer should not go recognizing units that were contested among the employees. Commissioner Grebner further stated if there was division, there ought to be an election.

Commissioner Grebner stated it was not clear from the language that they were not wandering down that pathway, and asked if the 9-1-1 Supervisors were represented by a different union.

Todd stated confirmation and that they were represented by the Command Officers Association of Michigan (COAM).

Commissioner Grebner asked if the 9-1-1 Supervisors had officially withdrawn.

Graham stated confirmation.

Discussion.

THE MOTION TO APPROVE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioner Peña.

8. Potter Park Zoo
  - c. Resolution to Authorize a Reorganization of the Potter Park Zoo Horticulture Grounds Manager and Zoo Maintenance Deputy Director Positions (*Discussion*)

Cynthia Wagner, Potter Park Zoo Director, provided an overview of the reorganization and its purpose.

Vice-Chairperson Celentino stated they saw that the TEAMSTERS – Zoo Supervisory Unit had weighed in, and asked if they were in support.

Wagner stated confirmation and they had left “horticulture” in the job title, as requested, to ensure the importance of the role was maintained.

#### Announcements

Commissioner Schafer thanked her fellow Commissioners as she had been at the Williamston Area Senior Center watching demolition that day. Commissioner Schafer further stated there was a lot of buzz around the project and a lot of volunteer work happening.

Commissioner Schafer stated the Rotary Club came in every Tuesday to rip out things and put in a patio. Commissioner Schafer further stated everything was coming along great and all of the contractors involved were local people that had a passion for the project.

Commissioner Schafer stated a resolution regarding the Red Cedar River would be coming through the Finance Committee and a video had just been put out on it. Commissioner Schafer further stated the project was getting bigger and bigger and the jurisdictions involved were trying to bring everyone together on September 8, 2024 for a day at the river where there would be scouts leading the way and a huge floatation.

Commissioner Schafer thanked her fellow Commissioners for the Trails and Parks Millage and the clearing of the Red Cedar River.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 6:25 p.m.