

CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON
CHRIS TRUBAC

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
GABRIELLE LAWRENCE, CHAIR
TANYA PRATT
MARK GREBNER
RYAN SEBOLT
ROBERT PENA
MYLES JOHNSON
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, APRIL 08, 2025 AT 6:15 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 [March 18, 2025 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Women's Commission – Interviews
2. Treasurer's Office
 - a. Resolution to Authorize a Contract with [GovOS to Provide Software](#) and Other Support for the Collection of the Accommodations Tax on Short-Term Rentals
 - b. Resolution to Authorize an Engagement Letter with [Dykema Gossett PLLC](#) to Form an Ingham County Housing Finance Authority
3. Drain Commissioner
 - a. Resolution to Authorize an Agreement with the [Banta Consolidated Drain](#) Drainage District to Replace Culverts within the Ingham County Road Right-of-Way
 - b. Resolution Pledging [Full Faith and Credit](#) to Drain Bonds
4. Equalization/Tax Mapping Department – Resolution to Approve a Grant with the Michigan Department of Licensing and Regulatory Affairs for the [2025 Remonumentation Project](#)
5. Veterans Affairs Department – Resolution to Secure Funding for [Veteran Benefits Counselor](#) Position #682008 from the Contingency Fund
6. Diversity, Equity, & Inclusion Office – Resolution Designating the Month of [April as Arab-American](#) Heritage Month in Ingham County
7. Innovation & Technology Department – Resolution to Approve [Fiber Installation Costs](#) from Western Tel-Com
8. Facilities Department
 - a. Resolution to Authorize a Contract with Trane U.S. Inc. for the [BCU SC+ Controls Update](#) at the Forest Community Center
 - b. Resolution to Approve the [Fire Sprinkler and Fm-200 Inspections](#) and Testing Services Contract for the Ingham County Justice Complex
 - c. Resolution to Authorize a Contract with Laux Construction for [Lighting Replacement at Forest](#) Community Health Center

9. Road Department
 - a. Authorization to Hire an [Employee Above Step 2](#)
 - b. Resolution to Authorize an Engineering Consultant Services [Agreement with DLZ Michigan, Inc.](#) for Bridge Design Services for Onondaga Road Over the Grand River (SN 3873)
 - c. Resolution to Authorize an Agreement with the Michigan Department of Transportation for a [Legislative Earmark Project](#) on Kirby Road and Kinneville Road
 - d. Resolution to Authorize an Agreement [with Delhi Township](#) for the 2025 Local Road Program
 - e. Resolution to Authorize Agreements with the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston for the [2025 Pavement Marking](#) Program
 - f. Resolution to Authorize an As-Needed Purchase Order for [Tires for the 2025-2030](#) Fiscal Years

10. Human Resources Department – Resolution to Authorize [Maxor to File a Claim](#) on Behalf of Ingham County in the Matter of the Settlement of Russo, Et Al. V. Walgreen Co.

11. Board of Commissioners
 - a. Resolution in Honor of the [2025 State Arbor Day](#) Celebrations
 - b. Resolution Proclaiming April 28 as “[Workers Memorial Day](#)” in Ingham County
 - c. Resolution to Authorize Membership with the [Capital Council of Governments](#)
 - d. Resolution to Amend the [Contract Authorization Form](#)

12. Controller’s Office – Consult with Counsel Pursuant to MCL 15.268(1)(h) (*Closed Session*)

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

COUNTY SERVICES COMMITTEE

March 18, 2025

Draft Minutes

Members Present: Sebolt, Lawrence, Pratt, Grebner, and Maiville.

Members Absent: Peña and Johnson.

Others Present: Dr. Adenike Shoyinka, Carla Clos, Desiree Cook, Lily Rudloff, Kristen Brown, Molly Nevins, Ed Mogyoros, Teresa Carter, Becky Bennett, Gregg Todd, Sue Graham, Anika Ried and others.

The meeting was called to order by Chairperson Lawrence at 6:15 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 March 4, 2025 Open and Closed Session Minutes

CHAIRPERSON LAWRENCE STATED, WITHOUT OBJECTION, THE OPEN AND CLOSED SESSION MINUTES OF THE MARCH 4, 2025 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Peña and Johnson.

Additions to the Agenda

10. Human Resources Department

- d. Resolution to Approve Market Rate Exception Compensation for the Position of Health Center Deputy Health Officer/Executive Director

Limited Public Comment

Carla Clos, Deputy Drain Commissioner, stated, regarding Agenda Item No. 3, that they wanted the Commissioners to know they were present if they had any questions and that representatives of broadband and utility companies, who had worked with them to develop the program over the last year, were present as well.

Desiree Cook, Ingham County Employees Association (ICEA) Professionals President, ICEA Paraprofessional Executive President, and Innovation Technology (IT) Department Network Administrator, stated they were present because they saw the Alternate Worksite (AWS) Update on the agenda and they were wondering what that meant. Cook further stated they were not sure if the County Services Committee was planning to make sweeping changes, like the Federal Government, but the IT Department had grown to the point where they could not have all their employees in an office.

Cook stated that some employees might not come back to work if they could not work remotely and there were many employees that it would be devastating to lose. Cook further stated they hoped the County Services Committee would see the people, the stories, and the lives it would affect if they ask people to return to work.

Lily Rudloff, IT Application Programmer, stated they had been working remotely for the last five years and that it had been one of the best things in their life. Rudloff further stated that the AWS policy had allowed them to keep their train of thought whereas before they were constantly distracted in an office environment.

Rudloff stated that if ability to work remotely was taken away, it would damage the IT Department as most people who worked in IT elsewhere were working remotely.

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

2. Treasurer's Office
 - a. 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
 - b. 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
 - c. Resolution to Adopt a Multifamily Housing Redevelopment/Development Grant Scoring Process and Calendar Using \$2,500,000 of Housing and Homeless Millage Funds
3. Drain Commissioner – 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
4. Prosecuting Attorney's Office – Authorization to Hire an Employee Above Step 2
5. Fairgrounds – Resolution to Authorize Funding for the Repairs at the Ingham County Fairgrounds
6. Parks Department – Notice of Emergency Purchase for Lake Lansing Maintenance Barn Tankless Water Heater and Lake Lansing Park North Restroom – Remove Unused Drops on Domestic Water Piping
7. Innovation & Technology Department
 - a. Resolution to Approve the Contract for Phone System Upgrade from Sentinel
 - b. Resolution to Approve the Contract for Network Switches from Sentinel
 - c. Resolution to Authorize an As-Needed Purchase Order for ESRI ArcGIS Software and Subsequent Annual Costs
8. Facilities Department
 - a. Resolution to Approve the Installation of Dispensers for Sanitary Products in Ingham County Facilities
 - b. 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
 - c. Resolution to Authorize an Agreement with Hedrick Associates for Uninterruptible Power Supply Support
 - d. 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
9. Road Department
 - a. Resolution to Authorize a Professional Service Agreement for the 2025 Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program
 - b. Resolution to Authorize an Agreement with Bunker Hill Township for the 2025 Local Road Program
 - c. Resolution to Authorize an As-Needed Purchase Order for Crack Seal and Mastic Using Government Contract Pricing for the 2025-2030 Fiscal Years
 - d. Resolution to Authorize an As-Needed Purchase Order for Equipment Rentals with Optional Operator Costs for the 2025-2030 Fiscal Years
 - e. Resolution to Authorize an Agreement with Meridian Township for the 2025 Local Road Program

- f. Resolution to Authorize an As-Needed Purchase Order for Road Salt Using Government Contract Pricing for the 2025-2030 Fiscal Years
 - g. Resolution of Support for the Local Bridge Program Funding Applications for Fiscal Year 2028
10. Human Resources Department
- a. Resolution to Approve an Adjustment of the Wage Structure for Part-Time CCLP Law Enforcement and Part-Time CCLP Corrections Deputies
 - b. Resolution to Approve a Letter of Understanding Supplementing the ICEA County Professional Collective Bargaining Agreement Regarding On-Call Time for IT Department Network Administrators
 - c. Resolution to Approve Reclassification Requests for UAW Technical, Office, Para-Professional and Service, ICEA County Professionals Unit, and Managerial & Confidential Employees
 - d. Resolution to Approve Market Rate Exception Compensation for the Position of Health Center Deputy Health Officer/Executive Director
11. Controller's Office
- a. Request to Approve General Fund Positions
 - b. Resolution to Amend General Fund Position Hiring Freeze Process
 - c. Resolution to Amend Resolution #15-459 Authorizing Standards of Conduct for Ingham County Vendors
12. Board of Commissioners
- a. Request for a Step Increase for Controller/Administrator
 - b. Resolution Authorizing the Chairperson of the Board of Commissioners to Execute, on Behalf of Ingham County, No Cost Contract Amendments in Certain Situations

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Peña and Johnson.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Peña and Johnson.

1. Women's Commission – Interviews

Kristen Brown was interviewed for the Women's Commission.

Molly Nevins was interviewed for the Women's Commission.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO RECOMMEND THE APPOINTMENT OF KRISTEN BROWN AND MOLLY NEVINS TO THE WOMEN'S COMMISSION.

Chairperson Lawrence stated they both seemed great, enthusiastic, and would be great additions to the Women's Commission.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Peña and Johnson.

11. Controller's Office

- d. Alternate Worksite Policy Update

Gregg Todd, Controller, stated that after the COVID-19 Pandemic shutdown ended and they figured out how best to bring everyone back to work, they realized there were a number of positions that had been working

remotely beforehand and they wanted to be flexible and not limit the number of days anyone could work remotely, as some departments had the ability to be flexible and some did not. Todd further stated that a Policy Review Committee had spent months on the AWS Policy and in Ingham County one of their main employment competitors was the State of Michigan, who was still very remote, so it made it difficult to not offer the flexibility for managers to provide remote work as fit with their needs.

Todd provided an overview of the current AWS Policy.

Commissioner Maiville asked for clarification that there were no substantial changes being requested.

Todd stated that this was an update on what the current AWS Policy was.

Discussion ensued regarding the current AWS Policy.

Commissioner Grebner stated they were surprised that this was not a matter of mandatory collective bargaining, as it appeared to be wages, hours, and working conditions.

Sue Graham, Human Resources (HR) Director, stated it would be something they would have an obligation to negotiate with unions, if it was requested.

Commissioner Grebner stated that if at some point a union wanted to raise questions, it was matter of mandatory collective bargaining and that this was a very generous set of policies, especially when they could see what was happening nationally. Commissioner Grebner stated the AWS Policy was bound to change over time as technology changed rapidly and what was feasible to do remotely changed.

Commissioner Grebner stated it looked as if an employee had the right to request to an AWS and there was a method of appeal it was rejected, but if the employer decided remote work was not working, they could ask employees to come back.

Discussion ensued regarding specifics of the AWS Policy.

Commissioner Grebner stated that they imagined they might end up with some instances where an employee was faltering or perceived as faltering, which would be brought to a head by saying no more remote work for them. Commissioner Grebner further stated they might find themselves backing into the question of what was reasonable, though they still felt the policy was great and was glad it was generous, even if they had not yet explored all of its nooks and crannies.

Commissioner Pratt asked for clarification that the policy before them was the current practice.

Todd stated the AWS Policy had been in place since April of 2022 and they were providing an update of which departments had remote employees and what those AWS schedules looked like.

Commissioner Pratt asked if the unions had been a part of the AWS Policy Committee.

Todd stated they had not, but they had shared the Policy with the unions and some of their changes had been implemented.

Discussion ensued regarding specifics of the AWS Policy.

Commissioner Maiville asked if the policy had worked well so far.

Todd stated that it depended on the department.

Commissioner Grebner stated that if a department was struggling, they should probably reduce or restrict remote work and could not imagine a department was struggling if it did not already have management issues.

Dr. Adenike Shoyinka, Medical Health Officer, stated that when the Health Department created their own separate AWS Policy, they had initially worked 100 percent remote during the COVID-19 Pandemic, until they came back for critical services, and provided an overview of the Health Department AWS Policy. Dr. Shoyinka further stated that work was not evenly distributed across the Health Department and they did face challenges with those who could not work remotely, as the burden of processes did fall on those that were physically in the building.

Dr. Shoyinka stated that it was likely not clear to all staff what AWS work looked like, that not everyone had the ability to work well at home, and they did see management issues, though they were very much in favor of a flexible schedule for a good work-life balance. Dr. Shoyinka further stated they did recognize that challenges existed and wanted guardrails in place as they could not say their productivity was categorically the same as it was pre-Pandemic.

Chairperson Lawrence asked what they would want the AWS Policy to look like if they could change it.

Dr. Shoyinka provided an overview of the current Health Department AWS Policy. Dr. Shoyinka further stated they would probably want to increase the number of mandatory days in the office, while noting that some still had to be in the office full-time, but believed it was still important for a work-life balance to have some flexibility.

Discussion ensued regarding potential changes and current Health Department AWS Schedules.

Chairperson Lawrence asked if any of the turnover at the Health Department was specifically attributable to AWS Policies.

Dr. Shoyinka stated that there were some cases, and they also had cases where individuals declined interviews when they learned they would not be working completely remote.

Chairperson Lawrence asked if any Health Department employees exclusively worked remote.

Dr. Shoyinka stated there were not.

Commissioner Sebolt stated, as the County policy was written, if a department felt there was an unfair shift in workload, the department could reschedule remote work to balance it out, or they could call employees in to be 100 percent in-person if they were not working correctly. Commissioner Sebolt further stated if a department felt something was not working, they had the ability to make those changes themselves.

Chairperson Lawrence stated that it may be difficult for some departments to narrow and tighten their AWS restrictions when others were not doing that. Chairperson Lawrence further suggested that some additional structure of the AWS Policy might need to come from the Board of Commissioners, in light of recent issues.

Chairperson Lawrence asked if AWS requests were ever denied.

Graham stated they were, but overall not frequently.

Chairperson Lawrence asked who came up with the number of days employees could work remotely.

Todd stated it was up to department heads and managers.

Chairperson Lawrence asked for clarification that when the policy was written, there was not a set of numbers in place.

Todd stated there was not and that they kept it as flexible as they could.

Dr. Shoyinka stated the Health Department had developed a separate policy.

Chairperson Lawrence asked how they measured productivity for employees that had an AWS.

Graham stated if work assignments were not being completed, then there was an issue.

Chairperson Lawrence asked if there was any type of software on employees' computers that showed when they were logged in or working, as they knew software like that existed.

Graham stated they were not aware that anyone at the County used such software.

Chairperson Lawrence asked what neighboring counties were doing.

Todd stated that neighboring counties likely did not have AWS Policies.

Chairperson Lawrence stated that they were aware the State of Michigan was changing its remote work policies, and **requested to receive additional information on both State and neighboring counties AWS policies.** Chairperson Lawrence further asked Rudloff what their schedule looked like.

Rudloff stated they worked remote from 8:00 a.m. to 5:00 p.m., five days a week.

Commissioner Pratt asked, if it was the current practice and assuming there was not a specific change in remote work, had there been an increase in grievances regarding AWS.

Graham stated there had been appeals pretty consistently across the board, but had not seen many spikes.

Commissioner Pratt asked if it was safe to say they had been able to resolve those issues within departments or with HR before they escalated.

Graham stated confirmation.

Commissioner Sebolt stated, unless they were wildly off the mark, that they were not measuring the productivity of employees who were working in the office by means other than if they were getting their work done. Commissioner Sebolt further stated they would vehemently oppose any type of software that monitored how much or how fast someone completed their work.

Commissioner Sebolt stated they understood that some departments may be looking to the Board of Commissioners to make hard decisions, but if they tightened up across the board, it would affect other departments for whom the AWS Policy worked well. Commissioner Sebolt further stated the County was competing against Michigan State University (MSU) and private employers who often had generous remote work policies, in addition to the State of Michigan.

Commissioner Sebolt stated that if they came in too hard and restricted the AWS Policy too much, they would be putting themselves in more danger of losing employees, so they would rather work with a handful of departments who needed help.

Chairperson Lawrence clarified that they were not stating they were in favor of monitoring productivity with software, just that they were aware it existed. Chairperson Lawrence further stated they were always being mindful of competing with other public entities, but at some point they needed to think about what was best for Ingham County.

Chairperson Lawrence stated the AWS Policy probably worked better for some departments than it did for others.

Commissioner Maiville stated that the nature of Ingham County and its diverse functions meant they could not have a one size fits all solution, and unfortunately all departments did not have the same level of flexibility.

Commissioner Grebner stated they did not think this was entirely about computers in the workplace, and after the COVID-19 Pandemic, they realized many things they thought were absolutely necessary, turned out not to be. Commissioner Grebner further stated that regardless of what anyone else thought their policies were, there were many State of Michigan offices where nobody was there and the State would eventually be getting rid of a lot of its leased office space.

Commissioner Grebner stated that ultimately the County had been behind in adjusting to changes and the days of bringing documents to a counter and having them stamped and such, were over, yet that was still how some County facilities were set up.

Discussion.

Chairperson Lawrence stated they were not proposing changes to the AWS Policy at that time.

Discussion.

Chairperson Lawrence stated they knew the AWS Policy needed some work and thought that department heads needed to talk with staff to point out issues they were having with the policy and they needed to offer support on how it could work better.

Todd stated they were not sure, based on the discussion, what changes they could make in order to make the AWS Policy more workable for certain departments. Todd further stated that it was currently up to department heads to make the process work, so they were not sure what was needed aside from limiting the numbers of days employees could work remote, which did not seem to have a consensus.

Discussion ensued regarding potential policy changes.

Commissioner Pratt stated they agreed with a lot of what had been said, but were not sure the parties that were being asked to resolve what was going on in the departments, could actually resolve it, speaking from their own experience. Commissioner Pratt further stated they understood that the nature of work meant people had to be in the office more, but it had to be done, and they tried to boost morale in other ways.

Commissioner Pratt stated they thought making it more palatable for employees who had to come into the office, while some of their colleagues did not, was something they could work on.

Commissioner Grebner stated it seemed like the County Services Committee did not have any specific changes and stood open to input from department heads. Commissioner Grebner further stated they were not giving staff any particular direction to change the AWS Policy at that point, as it was a work in progress, but they generally approved the steps that had been taken for the current policy.

Chairperson Lawrence stated their agreement.

Announcements

None.

Public Comment

Cook stated that they had wanted the policy to be a part of collective bargaining and it was in the policy that employees were not allowed to have grievances, but the union agreed if a department needed an employee in the office, then they had to come back in. Cook further stated there was software out there that could monitor employees work, but there were always ways around it, so it would be a waste of County resources, though there was software that would improve productivity and access to teambuilding resources that they would be happy to discuss.

Cook stated they appreciated the generosity of the AWS Policy and, as mentioned, the unions did get to respond to the policy before it went live. Cook further stated the appeal process had been their idea and the unions would love to be a part of the AWS Policy Review Committee, as they had asked to be.

Ed Mogyoros, Ingham County Road Department employee, stated they were asked on a daily basis how things were going, but obviously they were not going well without a contract. Mogyoros further stated they worked for the individuals they worked with and when they did not have information, it did not sit well.

Mogyoros stated they would like to tell people that they had a future at the County. Mogyoros further stated that people had to know they had retirement and that their jobs were secure, because without that their productivity went down and they started looking at other counties, which often paid more.

Mogyoros stated they wanted to emphasize having a good contract for their employees, as people were not happy. Mogyoros stated they were willing to work with the County and that everyone just wanted a nice, safe, and secure job, which did not look good without a contract.

Teresa Carter, United Auto Workers (UAW) Unit Chairperson, stated, in regards to the AWS Policy, that they agreed with Cook and thanked the Commissioners for the discussion. Carter further stated they had noticed complaints regarding the window of time allowed for someone to return to work, as it was not easy to get things like child care within 48 hours.

Carter stated that another big issue was consistency, and though they knew it was up to department heads to choose who worked remotely, they needed to make sure it was consistent across the board.

Cook stated, in regards to lost institutional knowledge, that for some employees, the inability to close a door or otherwise block out distractions was detrimental to their ability to do their jobs.

Adjournment

The meeting was adjourned at 7:24 p.m.

**APRIL 8, 2025 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller recommends approval of the following resolutions:

2a. Treasurer's Office – Resolution to Authorize a Contract with GovOS to Provide Software and Other Support for the Collection of the Accommodations Tax on Short-Term Rentals

This resolution authorizes the Treasurer to contract with GovOS for software support for the collection of accommodations tax on short-term rentals.

See memo for details.

2b. Treasurer's Office – Resolution to Authorize an Engagement Letter with Dykema Gossett PLLC to Form an Ingham County Housing Finance Authority

This resolution authorizes an engagement letter with Dykema Gossett PLLC to form an Ingham County Housing Finance Authority, which would require state legislative changes. Current Michigan law enables counties to grant money but not to loan money, which is one of the tools the HTF would like to utilize.

Funding for the \$20,000 agreement is available in the Housing Millage Fund.

See memo for details.

3a. Drain Commissioner – Resolution to Authorize an Agreement with the Banta Consolidated Drain Drainage District to Replace Culverts within the Ingham County Road Right-of-Way

This resolution authorizes an agreement with the Banta Consolidated Drain Drainage District to replace three culverts in the Ingham County Road right-of-way that will be impacted by the 127 road improvements. MDOT is to pay for the replacement of the culverts.

See memo for details.

3b. Drain Commissioner – Resolution Pledging Full Faith and Credit to Drain Bonds

This resolution pledges the County's full faith and credit to the Bank Intercounty Drain. Of the \$55 million project, 6% will be assessed to Ingham County properties.

See memo for details.

4. Equalization/Tax Mapping Department – Resolution to Approve a Grant with the Michigan Department of Licensing and Regulatory Affairs for the 2025 Remonumentation Project

This resolution approves the receipt of a \$62,093 grant from LARA for the 2025 Remonumentation Project.

See memo for details.

5. Veterans Affairs Department – Resolution to Secure Funding for Veteran Benefits Counselor Position #682008 From the Contingency Fund

The resolution approves the funding of a grant funded Veteran Benefits Counselor position that is at risk of being cut due to a funding calculation error at the State. The total 2025 cost for the position is \$130,326.42, which will only be funded through the Contingency Fund if additional funding from the state is not secured.

See memo for details.

6. Diversity, Equity, & Inclusion Office – Resolution Designating the Month of April as Arab-American Heritage Month in Ingham County

This resolution designates April as Arab-American Heritage Month in Ingham County.

See memo for details.

7. Innovation & Technology Department – Resolution to Approve Fiber Installation Costs from Western Tel-Com

This resolution authorizes a contract for fiber installation to the Fairgrounds with Western Tel-Com for the not to exceed cost of \$51,000.

Funding is available in the Ingham County Network Fund.

See memo for details.

8a. Facilities Department – Resolution to Authorize a Contract with Trane U.S. Inc. for the BCU SC+ Controls Update at the Forest Community Center

This resolution authorizes a contract with Trane U.S. Inc. for the Building Control Units (BCU) upgrade at Forest Community Center for a not to exceed price of \$17,220.

Funding is available through the Community Energy Management Grant.

See memo for details.

8b. Facilities Department – Resolution to Approve the Fire Sprinkler and FM-200 Inspections and Testing Services Contract for the Ingham County Justice Complex

This resolution authorizes a three-year contract with Siemens Industry, Inc. for fire sprinkler and FM-200 inspections and testing at the Justice Complex for a not to exceed price of \$81,863 (\$25,840 for the first year, \$27,262 for the second year, and \$28,761 for the third year).

Funding is available through the Facilities Department Maintenance Contractual budget.

See memo for details.

8c. Facilities Department – Resolution to Authorize a Contract with Laux Construction for Lighting Replacement at Forest Community Health Center

This resolution authorizes a contract with Laux Construction for lighting replacement at Forest Community Health Center to convert fixtures to LED lighting for a not to exceed cost of \$84,936.36.

Funding is available through the Community Energy Management Grant.

See memo for details.

9a. Road Department – Authorization to Hire an Employee Above Step 2

This authorizes the Road Department to start a surveyor at Grade 6, Step 7 in the OPEIU Technical Clerical Unit. The candidate has over 40 years of experience.

See memo for details.

9b. Road Department – Resolution to Authorize an Engineering Consultant Services Agreement with DLZ Michigan, Inc. for Bridge Design Services for Onondaga Road Over the Grand River (SN 3873)

This resolution authorizes an engineering consultant agreement with DLZ Michigan, Inc., for bridge design services for the Onondaga Road bridge over the Grand River. Local Bridge Program funding covers 95% of the construction costs with the Road Department covering the remaining 5% of construction plus engineering/design, right of way and construction engineering.

Funding for the \$43,019.28 (\$3,849.40 contract plus 20% contingency) is available in the 202 Road Fund.

See memo for details.

9c. Road Department – Resolution to Authorize an Agreement with the Michigan Department of Transportation for a Legislative Earmark Project on Kirby Road and Kinneville Road

This resolution authorizes an agreement with MDOT for the \$1,500,000 legislative earmark funding received for the Kirby Road and Kinneville Road improvement project. The resolution also authorizes the Road Department Managing Director to be the Authorized Certifying Official for the project.

The project is scheduled to completed during the 2026/27 construction years. It is 100% funded by the State.

See memo for details.

9d. Road Department – Resolution to Authorize an Agreement with Delhi Township for the 2025 Local Road Program

This resolution authorizes an agreement with Delhi Township for the 2025 Local Road Program. The Road Department's match for Delhi is \$840,831.14, which is 50% of the project costs. Any overages will be the responsibility of the Township.

Funding for the Road Department's match is in the 2025 Road Fund Budget.

See memo for details.

9e. Road Department – Resolution to Authorize Agreements with the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston for the 2025 Pavement Marking Program

This resolution authorizes agreements with the cities of Leslie, Mason and Williamston, and the Village of Webberville for the 2025 Pavement Marking Program. The Road Department will utilize M&M Pavement Marking, Inc. and the communities will reimburse in the following amounts:

- City of Leslie: \$3,055.80
- City of Mason: \$5,000.07

- Village of Webberville: \$1,070.80
- City of Williamston: \$2,815.20

See memo for details.

9f. Road Department – Resolution to Authorize an As-Needed Purchase Order for Tires for the 2025-2030 Fiscal Years

This resolution authorizes as-needed purchase orders for tires for the 2025-2030 fiscal years. This will help streamline the process of purchasing tires.

Funding for the \$60,000 in tires for 2025 is available in the 2025 Road Fund Budget.

See memo for details.

10. Human Resources Department – Resolution to Authorize Maxor to File a Claim on Behalf of Ingham County in the Matter of the Settlement of Russo, Et Al. V. Walgreen Co

This resolution authorizes Maxor, which was a pharmacy benefit manager for Ingham County, to file a claim on behalf of Ingham County for the proposed settlement of the above referenced case.

See memo for details.

11a. Board of Commissioners – Resolution in Honor of the 2025 State Arbor Day Celebrations

This resolution honors 2025 Arbor Day celebrations.

11b. Board of Commissioners – Resolution Proclaiming April 28 as “Workers Memorial Day” in Ingham County

This resolution proclaims April 28, 2025 as Workers Memorial Day in Ingham County.

11c. Board of Commissioners – Resolution to Authorize Membership with the Capital Council of Governments

This resolution authorizes membership payment to CAPCOG in the amount of \$10,000.

See memo for details.

11d. Board of Commissioners – Resolution to Amend the Contract Authorization Form


This resolution amends the Contract Authorization Form to include the assigned vendor number and to provide clarification on how to proceed once the form is fully executed.

See memo for details.

ADDITIONAL ITEMS:

1. Women’s Commission – Interviews

12. Controller’s Office – Consult with Counsel Pursuant to MCL 15.268(1)(h) (Closed Session)

	DEPARTMENT: Treasury
PREPARED BY: Alan Fox	MEETING DATE(S): April 7/8, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Contract with GovOS, Inc. for Accommodations Tax collections from short-term rentals	

ACTION REQUESTED:

Authorize a contract for \$28,057 with GovOS, Inc. for software and related services to collect Accommodations Tax.

SUMMARY OF REQUEST:

We estimate that there are over 300 short-term rental establishments in Ingham County, all subject to the Accommodations Tax. No more than two or three pay the tax. The software and related services identify these rentals, bill the owners and provide a payment mechanism.

STRATEGIC PLAN RELEVANCE:

The Accommodations Tax funds Choose Lansing and the Ingham County Fair to enhance tourism and related revenue in Ingham County.

DEPARTMENT MISSION RELATION:

The Treasurer is responsible for collection of the Accommodations Tax. The growth of short-term rentals as alternatives to traditional hotels and motels has negatively affected the Treasurer’s ability to do so fairly and comprehensively. This contract will meet that need.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$28,057.00

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

New revenue is anticipated to pay for the contract. In 2024, collection of the tax generated \$187,083.39 for the general fund, far more than the costs of administering the tax.

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____ *[Signature]* _____ **DATE** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH GOVOS TO PROVIDE SOFTWARE AND OTHER SUPPORT FOR THE COLLECTION OF THE ACCOMMODATIONS TAX ON SHORT-TERM RENTALS

WHEREAS, the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests (“the tax”) was adopted by the Board of Commissioners on May 13, 1975, and was subsequently amended on November 13, 1990, October 8, 1991, and October 13, 2020; and

WHEREAS, the Ordinance clearly requires all such business, including what are now referred to as “short-term rentals” to pay the tax; and

WHEREAS, although traditionally managed hotels and motels have largely complied with the requirements of the Ordinance but compliance by short-term rentals has occurred only rarely; and

WHEREAS, the national growth in short-term rentals has resulted in a number of software packages and related services being offered to assist local governments with the collection of accommodations taxes; and

WHEREAS, three firms responded to a request for proposals by Ingham County to meet this need and the analysis of these responses is attached; and

WHEREAS, the proposal by GovOS, Inc. best meets the requirements of the county and will be best adaptable to the collection of the tax from traditionally managed hotels and motels; and

WHEREAS, the cost of the first year of a contract with GovOS, Inc. is \$28,057, including monitoring of on-line sites for rental activity, automated monthly billing features, and an on-line portal for collection of payments; and

WHEREAS, the revenue to be generated from the contract for the county’s portion of the tax receipts, recorded in account #101-25300-448010, is expected to be more than the cost of the contract.


THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Gov-OS, Inc. to provide software and related services to improve the collection of the Accommodations Tax at a cost not to exceed \$28,057 for the first year.

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.

Recommendation: GovOS

	Recommendation:	Cost:	Pros:	Cons:	Discussion:
Deckard Technology	No	18,700.00	<p>Checks status of every listing daily.</p> <p>Listings are tied directly to parcel numbers for simple integration and understanding by office staff.</p> <p>Cloud based software does not require a physical installation.</p>	<p>Does not accept partial payments.</p> <p>Does not allow for owners to submit evidence of overpayment for review by staff as required by the ordinance.</p>	<p>Deckard offers a full compliance solution that, while great in many aspects, does not meet our needs. Their software doesn't allow for cash payments, nor for amounts to be corrected when overpayments are discovered, both requirements of the ordinance.</p>
GovOS	Yes	28,057.00	<p>Constantly scans for rental activity.</p> <p>Includes automatic bill calculation and reminder.</p>	<p>Does not provide estimates for hotel occupancy.</p>	<p>While GovOS has the highest price, it also has the most functionality. The automated monthly billing and reminder feature will save staff time and resources.</p>
Avenue Insights & Analytics	No	24,120.00	<p>Full service registration and outreach</p> <p>Includes option for e-mail reminders for owners</p>	<p>Compliance mailings are limited to two per property per year.</p> <p>Requires additional contracts to be signed with their payment processor.</p>	<p>While offering much of the same reporting functionality, Avenu only checks listings four times per week. The modest cost savings do not justify the decreased performance. We would also be required to change payment processors or pay additional fees that the proposal does not define.</p>

	DEPARTMENT: Treasury
PREPARED BY: Alan Fox	MEETING DATE(S): 4/1/2025, 4/2/2025, 4/8/2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
FORMATION OF COUNTY HOUSING FINANCE AUTHORITY	

ACTION REQUESTED:

The resolution authorizes the Treasurer to sign an Engagement Letter with Dykema Gossett PLLC in connection with the formation of a County Housing Finance Authority.

SUMMARY OF REQUEST:

Both Kalamazoo and Ingham Counties have encountered roadblocks efficiently allocating millage funds for construction of new housing and renovation of existing housing. Michigan law limits local governments' ability to do anything other than provide grants. For many housing activities, some form of lending is the more efficient way to use public funds. Legal counsel will help determine whether Michigan law now permits establishment of county Housing Finance Authorities or if legislation is needed to allow these actions.

STRATEGIC PLAN RELEVANCE:

The proposal will enhance the county's ability to address affordable housing needs and economic development activities.

DEPARTMENT MISSION RELATION:

Housing activities have largely been organized by the Treasurer and the Housing Trust Fund in the Treasurer's Office. This proposal is key to funding those activities in a more flexible manner.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED NON-MANDATED housing millage activity NEW ACTIVITY

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: Up to \$20,000

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE:  _____ **DATE** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ENGAGEMENT LETTER WITH DYKEMA GOSSETT PLLC
TO FORM AN INGHAM COUNTY HOUSING FINANCE AUTHORITY**

WHEREAS, Ingham County voters on November 5, 2024 approved a four-year millage to establish an Ingham County Housing and Homeless Millage; and

WHEREAS, Kalamazoo County has previously approved a millage for similar purposes; and

WHEREAS, both counties have encountered similar difficulties efficiently allocating funds for construction of new housing and renovation of existing housing due largely but not entirely to provisions in Michigan law that permit local units of government to grant funds but not to lend funds; and

WHEREAS, in consultation with legal counsel, both the Director of the Kalamazoo County Housing Department and the Ingham County Treasurer have determined that formation of a County Housing Finance Authority and necessary amendments to state law would be in the best interests of each county's efforts; and


WHEREAS, the Kalamazoo County Housing Department has engaged with Dykema Gossett PLLC to provide the legal services necessary to establish a County Housing Finance Authority and has offered to share the results of those services in exchange for Ingham County paying half the cost of such services; and

WHEREAS, the Ingham County Attorney has reviewed the proposed Engagement Letter and has no objection to the terms and conditions of the Engagement Letter.

THEREFORE BE IT RESOLVED, that the Ingham County Treasurer is authorized to sign an Engagement Letter for Dykema Gossett PLLC to provide legal counsel in connection with the formation of a County Housing Finance Authority, subject to approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that expenses under this agreement, up to \$20,000, shall be paid from the Housing Millage Fund 216.

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

	DEPARTMENT: Ingham County Drain Commissioner
PREPARED BY: Carla F. Clos, Deputy Drain Commissioner	MEETING DATE(S): April 8, 2025, April 9, 2025, and April 15, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Authorize an Agreement with the Banta Consolidated Drain Drainage District to Replace Culverts within the Ingham County Road Right-of-Way	

ACTION REQUESTED:

I am requesting that the Ingham County Board of Commissioners, on behalf of the Ingham County Road Department (“ICRD”), approve entering into an agreement pursuant to Section 431 of the Michigan Drain Code, MCL 280.431, to authorize the Banta Consolidated Drain Drainage District (the “Drainage District”) to replace certain culverts on the Banta Consolidated Drain (the “Drain”) in public road right-of-way in Delhi Charter Township held by the ICRD. ICRD Managing Director Kelly Jones is in agreement with the attached resolution subject to approval by the County Attorney.

SUMMARY OF REQUEST:

The Michigan Department of Transportation (MDOT) is currently undertaking a project on U.S. 127 that includes replacing and upsizing its culverts within the Banta Consolidated Drain and Drain Easements. As a result, three county road culverts downstream of the MDOT project require replacement in order to keep the Banta Consolidated Drain operating properly and prevent flooding of private properties and roadways. A map depicting the locations of the culvert locations within the road right-of-way is attached to the proposed resolution as Exhibit A. The ICRD has agreed that the culverts within the road right-of-way need replacement, and the replacement will be in accordance with plans and specifications approved by the ICRD. MDOT has agreed to pay the entire cost of the culvert replacements.

STRATEGIC PLAN RELEVANCE:

The resolution supports the Goals to “ensure roads and bridges are maintained in safe conditions” and to “improve communication with the public and other entities by coordinating projects to minimize disruption to the community.”

DEPARTMENT MISSION RELATION:

It is the mission of the Ingham County Drain Commissioner to keep all drainage infrastructure operating adequately. The MDOT project impacts the three culverts identified in **Exhibit A** and replacement is required to ensure the Banta Consolidated Drain continues to operate as designed.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: N/A

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED **NOT RECOMMENDED** **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____ *[Signature]* _____ **DATE** 3/31/2025 _____

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE
BANTA CONSOLIDATED DRAIN DRAINAGE DISTRICT TO REPLACE CULVERTS
WITHIN THE INGHAM COUNTY ROAD RIGHT-OF-WAY**

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

WHEREAS, the Drainage District holds certain easements for drainage purposes, as depicted in the attached Exhibit A (“Drain Easements”); and

WHEREAS, the Michigan Department of Transportation (MDOT) is currently undertaking a project on U.S. 127 that includes replacing and upsizing its culverts within the Banta Consolidated Drain and Drain Easements; and

WHEREAS, as a result, three county road culverts downstream of the MDOT project require replacement in order to keep the Banta Consolidated Drain operating properly, as depicted in Exhibit A; and

WHEREAS, the ICRD has agreed that the culverts within the road right-of-way need replacement and has agreed to allow the Drainage District to replace the culverts in accordance with plans and specifications approved by the ICRD; and

WHEREAS, MDOT has agreed to be responsible for all costs associated with the replacement of the culverts within the road right-of-way; and

WHEREAS, Section 431 of the Drain Code, MCL 280.431, authorizes the Drainage District to enter into an agreement with a public corporation in respect to any matter connected with the construction, operation or maintenance of a drainage project; and

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

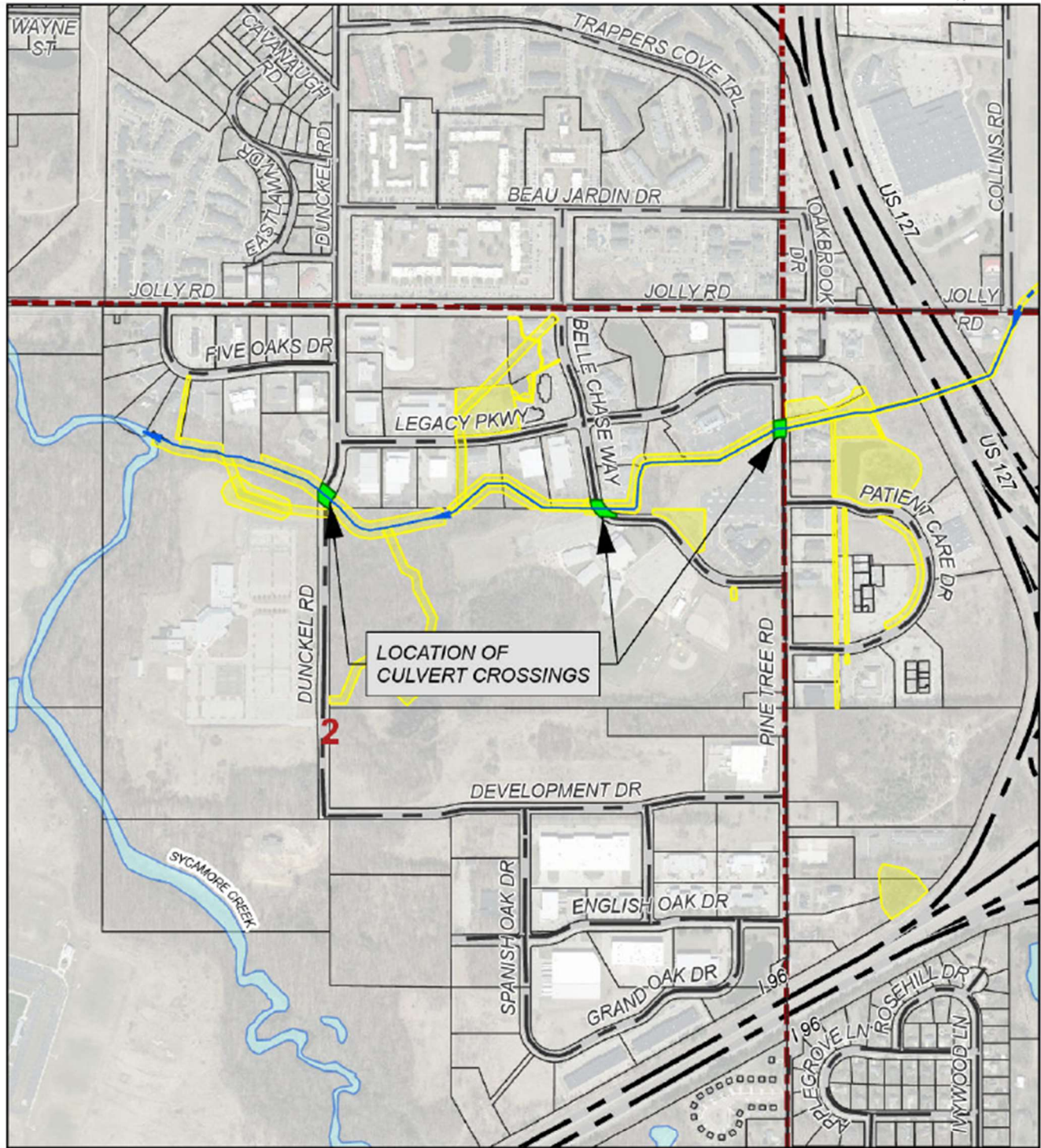
THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Banta Consolidated Drain Drainage District by and through the Drain Commissioner for the Drain Commissioner to replace certain culverts within road right-of-way under the jurisdiction of the ICRD, as depicted in Exhibit A and in accordance with the plans and specifications approved by the ICRD.

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.



BANTA CONSOLIDATED DRAIN EXHIBIT A

INGHAM COUNTY, MICHIGAN



PATH: P:\PROJ\2023\134119SG2023_A TO Z\INGHAM DRAIN EASEMENT\CAD-GIS\GEODATA\A-Z\INGHAM COUNTY EASEMENTS ALL DRAIN APPX, PRINTED ON: 3/24/2025, BY: MATTHEW TATE


LEGEND

- Open Drain
- Closed Drain
- Road Crossing
- Drain Easements
- State Roads
- County Roads
- Local Roads
- Section Lines

NOTE:
DRAIN CENTERLINE
IS BASED ON
INGHAM COUNTY
GIS DCL LAYER

ST. JOHNS OFFICE
1400 Zeeb Drive
St. Johns, MI 48879
Tel. 989-224-2355
www.SpicerGroup.com

DRAWING #A DATE: MARCH 2025

	DEPARTMENT: DRAIN COMMISSIONER
PREPARED BY: Paul C. Pratt, Deputy Drain Commissioner	MEETING DATE(S): April 8 and 9
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Request for Full Faith and Credit for Bank Intercounty Drain District Bonds	

ACTION REQUESTED:

The Drain Commissioner, a statutory member of the Bank Intercounty Drain Drainage District Board, requests that the Full Faith and Credit of the County be granted to bonds planned to be issued by the Board for drainage improvements.

SUMMARY OF REQUEST:

The Bank Intercounty Drain has approved plans for a \$60 million improvement project. \$5 million has been appropriated by the State, leaving \$55 million to be assessed to benefited parties. The Board has apportioned 6% of the cost to Ingham County; 94% to Eaton. Ingham’s cost will be \$3.3 million. The bonds are to be paid off in 30 years. Full Faith and Credit from each County—up to the amount for which it is responsible—is necessary to allow prompt, economical construction of the planned improvements. After approval of Full Faith and Credit by each County the bonds will be sold, money received and construction started.

STRATEGIC PLAN RELEVANCE:

The County’s strategic plan supports provision of drainage as a service of County government.

DEPARTMENT MISSION RELATION:

The Drain Commissioner expresses our purpose as including “managing stormwater and protecting the Great Lakes through systemic thinking and biomimicry.” The plans for improvement of the Bank Intercounty Drain reflect this purpose by replacing aged drainage pipes and providing modern treatment methods to clean the water before it reaches the Grand River and the Great Lakes.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED after public hearing by vote of the Intercounty Drain Board **NON-MANDATED**

COST/FUNDING RECOMMENDATION:

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact
 See attached memo from the Drain Commissioner

ADMINISTRATION RECOMMENDATION:

RECOMMENDED **NOT RECOMMENDED** **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____ *[Signature]* _____ **DATE** 3/31/2025 _____

TO: Board of Commissioners and County Services and Finance Committees

FROM: Patrick E. Lindemann, Drain Commissioner

DATE: March 25, 2025

SUBJECT: Full Faith and Credit Resolution for Bank Intercounty Drain Bonds
For the meeting agendas of April 8, 2025 (County Services) and April 9, 2025 (Finance)

BACKGROUND

The Bank Intercounty Drain Drainage District (the “Drainage District”) is undertaking a project to maintain and improve the Bank Intercounty Drain (the “Project”), which is an intercounty drain project in both Eaton and Ingham Counties, pursuant to a petition filed with the Eaton County Drain Commissioner by landowners in the Drainage District. The Project has been found legally necessary and design engineering has been completed. The costs of the Project have been apportioned 94% to Eaton County and 6% to Ingham County. The costs of the Project will be assessed to benefitted property owners and public corporations in the Drainage District (the “Assessments”), with the 6% apportioned to Ingham County assessed to benefitted property owners and public corporations in Ingham County. To allow these Assessments to be paid over time, it will be necessary for the Drainage District to issue drain bonds for the Project (the “Bonds”). In order for the Drainage District to be able to successfully sell the Bonds, it will be necessary for the counties to pledge their full faith and credit pursuant to the Resolution Pledging Full Faith and Credit to Drain Bonds (the “Resolution”). Ingham County is only being asked to pledge its full faith and credit to the 6% of the project cost assessed in Ingham County.

ALTERNATIVES

The Drainage District is legally obligated to undertake the Project. If the County does not adopt the Resolution, the financial advisor for the Drainage District reasonably believes that there is a high likelihood that the Drainage District will not be able to find a purchaser for the Bonds. If that were to happen, the Drainage District would not have the necessary funds to design and construct the Project, and this critical work may not be able to proceed, exposing the Drainage District (and possibly the County) to liability and/or default.

The only other possible alternative would be to make the Assessments immediately due and payable in full, which would cause financial hardship to the benefitted property owners and public corporations, including the County.

FINANCIAL IMPACT

The primary source of payment for the Bonds will be Assessments. The Drain Office has performed specific due diligence for the Project which is undertaken under Chapter 8 of the Drain Code and these Assessments.

- 1) As more fully explained below, the main chance of an Assessment against a property becoming delinquent, and the property not being able to ultimately satisfy the Assessment levied against it, would result from an assessed property being sold at tax sale for an amount that is less than the amount of delinquent taxes, assessments, interest and penalties currently due with respect to the property. Therefore, the due diligence evaluates the total amount of the Assessment against the portion of the Drainage District in Ingham County for the Project compared to the total assessed value (the “SEV”) of the properties in the portion of the Drainage District located in Ingham County in order to ascertain that there is enough assessed value in the Drainage District to support the payment of the Assessment, making the risk of a long term default very unlikely.
- 2) The analysis performed for this Project compares the total amount of the Assessments that will be levied in the Drainage District to the total SEV of the Drainage District (the “SEV percentage”). Since the SEV is an amount that is required to be 50% of the true cash value of property, the total property value

in the Drainage District is an amount that is two times the SEV. Therefore, comparing the total amount of the Assessments to a number that is two times the SEV will show the ratio of the Assessment to the true cash value of the Drainage District (“Total Value Percentage”). The Total Value Percentage shows the amount of value there is in the properties of the Drainage District over and above the amount of the Assessment. The due diligence performed contains a similar analysis with respect to the municipalities subject to the Assessment.

- 3) The SEV analysis that was performed for this Project is attached to this memo. The Resolution that has been presented to the Board uses \$55,000,000 as the not-to-exceed amount for the total amount of the Bonds, meaning the maximum amount of Bonds subject to the Ingham County pledge is \$3,300,000. This is a not to exceed and the final amount may be less if any prepaid assessments are received. For the Project, the analysis shows that the SEV percentage is 25.95% of the SEV of the Drainage District and the Total Value percentage is 12.975% of the true cash value of the properties in the Drainage District. In reality, since some of the Assessments will be levied against the public corporations and the bonded amount may be less than the not-to-exceed amount, the Total Value Percentage will in fact be lower when looking at the amount actually assessed to the properties, providing more than 87% property value coverage. The ratio to municipal SEVs is also shown, ranging from 0.03% to 0.89%.
- 4) Based on the following analysis, it is my opinion that there is significant property value in the Drainage District to support the payment of the Assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.

STRATEGIC PLANNING IMPACT

The County’s strategic plan calls for the provision of quality roads and drains in the County and this Project furthers the goal of providing quality drains.

OTHER CONSIDERATIONS

In addition, in considering the risk that there would be insufficient funds to pay the Bonds (which could lead to an advance by the County on its full faith and credit pledge), the Michigan Drain Code and Michigan law in general build in many safeguards to protect the vital public interest in being able to finance drain projects:

- 1) The debt service on the Bonds which are issued under Chapters 6 and 8 of the Drain Code is primarily paid from the Assessments.
 - a) The Assessments against benefitted properties are a strong source of revenue since they have the same priority for payment as taxes, having a first priority superior to mortgages and other forms of debt that might encumber a property.
 - b) If a property owner is delinquent in paying the property owner’s Assessment, the Assessment is turned over to the County to be collected with the delinquent taxes. The County has significant powers to collect delinquent taxes which would ultimately end up with the property being sold at tax sale if the property owner does not pay the delinquent taxes and assessments. At that point, there would only be a shortfall in revenues to pay the Assessment if the property is sold for less than the amount of outstanding delinquent taxes and assessments and the interest and penalties on them. The balance of the Assessment that has not yet become due would continue to be a lien against the property payable by the new property owner after it is sold.
 - c) During the time the delinquent Assessments are being collected, the amount of the delinquent Assessments would be paid to the Drainage District from the County’s delinquent tax revolving

fund (so long as the County continues this program) and would be used to pay the debt service on the Bonds.

- d) Assessments against the municipalities are a general obligation of those municipalities and as such a legally binding obligation of the general fund of the municipalities.
- 2) By adopting the Resolution pledging full faith and credit, the County is agreeing to be a backup source of payment for the Bonds if there is a shortfall in the primary source of payment and the County would only make payments in the event there is ever a shortfall in the Assessment collections.
- a) For Assessments against benefitted property owners, a shortfall would only come into play after the property was sold at tax foreclosure (again assuming the continuation of the delinquent tax revolving fund), if the sale price was less than the amount of delinquent taxes, assessments, and interest and penalties on them.
 - b) Such amounts will normally be relatively small since on most assessment rolls any one assessment against a benefitted property is only a small part of the whole, and the delinquency would most often only be for a few years of a multiyear assessment.
- 3) Payments by counties pursuant to a full faith and credit resolution are rare, and if they are required would normally be small and only for a short time.
- a) County payments are usually short term since, under the Drain Code, the Drainage District is required to levy a deficiency assessment against the Drainage District for the amount of any shortfall within two years and when that deficiency assessment is levied and collected, the County would be paid back.
 - b) In addition to deficiency assessments, the Drainage District has the ability to levy an administrative fee in the way of an interest rate on the Assessments that is 1 percent over the interest rate of the Bonds issued in anticipation of the Assessments. This small additional amount of interest allows the Drainage District to cover costs, including costs that could lead to a shortfall, thus further mitigating risk to the County.
 - c) **The County has never made a payment pursuant to a resolution pledging full faith and credit for drainage district bonds issued by a drainage district during my over 30-year tenure as drain commissioner.**

RECOMMENDATIONS

Based on the information presented, I respectfully recommend approval of the attached Resolution Pledging Full Faith and Credit to the Bank Intercounty Drain Bonds.

March 25, 2025

Mr. Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl Ave.
Mason, MI 48854

RE: Bank Intercounty Drain Drainage District
State Equalized Value (SEV) Analysis for Full Faith & Credit

Dear Mr. Lindemann:

This letter is a summary analysis of SEVs for the Bank Intercounty Drain Drainage District. The following percentages are estimates and are based on analyses of the total SEV of Lansing Charter Township and Ingham County. The SEV value for the lands in the special assessment district is based on the individual SEVs taken from the most current 2024 property tax records found on the Ingham County web site. The SEV values for the lands in the special assessment district are based on the SEV of the entire parcel for each parcel that is a part of the special assessment district, regardless of whether the entire parcel is in the district, or just a portion.

The SEVs used for municipalities are from the published 2024 equalization report available at: <https://docs.ingham.org/2024%20Equalization%20Report%2004052024.pdf>

The requested full faith and credit amount is \$3,300,000. The total SEV for Lansing Charter Township is \$426,604,900. The estimated SEV for the lands within the special assessment district is \$14,510,200. Additionally, the total SEV for all of Ingham County is \$12,791,280,677. The Bank Intercounty Drain Drainage District is comprised of 59 parcels, representing 2.34% of the land and 3.40% of the SEV of Lansing Charter Township. Using these numbers, the following relationships are realized:

Full Faith & Credit Amount = \$3,300,000			
Estimated SEV of the lands in the special assessment district	\$14,510,200	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the special assessment district.	22.74%
Lansing Charter Township SEV	\$426,604,900	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the Municipality.	0.77%
Ingham County SEV	\$12,791,280,677	Percent of requested full faith and credit as a ratio of the total SEV of the lands in the County of Ingham.	0.03%

Please contact our office at (989) 224-2355 with any questions or concerns.

Sincerely,



Chris B. Mattson, P.E.
Project Manager
SPICER GROUP, INC.
Cell: (989) 213-6365

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
DRAIN BONDS**

RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held on _____, 2025, at _____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner: _____

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Eaton, State of Michigan, proceedings have been taken by the Drainage Board for the Bank Intercounty Drain (the "Drainage Board") under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain improvements to the Bank Intercounty Drain (the "Project"), which is being undertaken by the Bank Intercounty Drain Drainage District (the "Drainage District"); and

WHEREAS, pursuant to the Act, the Drainage Board intends to issue the Drainage District's bond or bonds (the "Bonds"), in one or more series, in the aggregate principal amount of not to exceed \$55,000,000 bearing interest at a rate to be determined upon the sale of the Bonds, and maturing within the maximum terms permitted by law, in anticipation of the collection of an equal amount of special assessments against property and public corporations in the counties of Ingham and Eaton, said special assessments to be duly confirmed as provided by the Act; and

WHEREAS, the Drainage Board approved a Computation of Cost for the Project that sets forth an estimated cost of \$55,000,000; and

WHEREAS, 94.00% of the cost of the Project has been apportioned by the Drainage Board to the County of Eaton and 6.00% of the cost of the Project has been apportioned by the Drainage Board to the County of Ingham (the "County"); and

WHEREAS, the Drainage Board deems it advisable and necessary to request that this Board adopt a resolution pledging the limited tax full faith and credit of the County on the Bonds to the extent of special assessments assessed against property and public corporations in the County and the State of Michigan; and

WHEREAS, the Project is necessary to protect and preserve the public health; and

WHEREAS, the Ingham County Drain Commissioner (the "Drain Commissioner"), in consultation with professionals engaged by the Drainage District, has analyzed the special assessments to be levied in Ingham County and the proposed Bonds; and informed the County that there is no other indebtedness of the Drainage District secured by these special assessments, and that these special assessments will be levied in an amount equal to or greater than the par amount of the Bonds apportioned to the County, assuring the County that there is a sufficient amount of special assessments levied, which together with interest thereon is projected to be sufficient to make payments of the principal of and interest on the Bonds as they become due; and

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

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

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

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

NOW, THEREFORE, IT IS RESOLVED as follows:

1. Pursuant to the authorization provided in Sections 132 and 276 of the Act, the Ingham County Board of Commissioners, by a majority vote of its members elect, does hereby irrevocably pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds, to the extent of special assessments against property and public corporations in the County and assessments against the State of Michigan, to the extent apportioned to the County, and does agree that in the event that the property owners or public corporations in the County or the State of Michigan shall fail or neglect to account to the Ingham County Treasurer for the amount of any special assessment installment and interest (in anticipation of which the Bonds are issued), when due, then the amount thereof shall be immediately advanced from County funds, and the Ingham County Treasurer is directed to immediately make such advancement to the extent necessary. The ability of the County to levy taxes to pay its share of the principal of and interest on the Bonds shall be subject to constitutional and statutory limitations on the taxing power of the County.

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

3. The Chairperson of the Board, the County Controller/Administrator, the County Clerk, the County Treasurer, the County Finance Director and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations, including a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents on behalf of the County and give any approvals necessary therefor.

4. This resolution shall become effective only if the Board of Commissioners of the County of Eaton adopts a resolution that pledges the limited tax full faith and credit of the County of Eaton to the payment of the principal of and interest on the Bonds when due to the extent of its apportioned share of the cost of the Project

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

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ **Absent:** _____ **Approved:** _____

FINANCE:

Yeas: _____

Nays: _____ **Absent:** _____ **Approved:** _____

RESOLUTION DECLARED ADOPTED.


Barb Byrum, Clerk
County of Ingham

CERTIFICATION

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

Date: _____, 2025

Barb Byrum, Clerk
County of Ingham

	DEPARTMENT: Equalization & Tax Mapping
PREPARED BY: Rosemary Anger	MEETING DATE(S): April 8 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Remonumentation Grant Acceptance	

ACTION REQUESTED:

Authorizing Chairperson of the County Board of Commissioners to sign 2025 Remonumentation Grant after review by County Attorney as to form.

SUMMARY OF REQUEST:

A grant application for calendar year 2025 was submitted to the Office of Land Survey and Remonumentation of the Michigan Department of Licensing and Regulatory Affairs (LARA) in December 2024.

STRATEGIC PLAN RELEVANCE:

Roads and Infrastructure - Remonumented sections corners are the basis of all surveying activities in the county and necessary for the management of roads, bridges, parks, trails, and buildings.

DEPARTMENT MISSION RELATION:

To provide for the location and monumentation of all section corners on a planned timetable. Also, to annually determine needs for Remonumentation, submit the grant for state approval, and participate in the Remonumentation Program per County Plan adopted in 2020.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$62,063

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact*

*all contracted expenditures reimbursed by LARA

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____ *[Signature]* _____ DATE 3/31/2025 _____

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A GRANT WITH THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS FOR THE 2025 REMONUMENTATION PROJECT

WHEREAS, a grant application was submitted to the Office of Land Survey and Remonumentation of the Michigan Department of Licensing and Regulatory Affairs (LARA) in December 2024, for the sole purpose of receiving funds to implement Ingham County's Monumentation and Remonumentation Plan; and


WHEREAS, LARA's Office of Land Survey and Remonumentation has reviewed Ingham County's 2025 Survey and Remonumentation Grant Application in the amount of \$62,093 and will forward the 2025 Grant Agreement/Contract for digital signature and execution; and

WHEREAS, as required by Section 9a of Act 345, P.A. 1990 (MCL 54.269a), a condition of receiving annual grant funds to implement the County Monumentation and Remonumentation Plan is that the County appoint and/or retain a County Grant Administrator; and

WHEREAS, Resolution #23-280 appointed Rosemary Anger, Director of Equalization and Tax Mapping, as County Grant Administrator.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a grant with the Michigan Department of Licensing and Regulatory Affairs (LARA) for the purpose of receiving \$62,093 in grant funds for the Ingham County Monumentation and Remonumentation Project in the year 2025.

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.

	DEPARTMENT: Veterans Affairs
PREPARED BY: Amy Pocan	MEETING DATE(S): April 7 th , 8 th , 9 th
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Secure Funding for Veteran Benefits Counselor Position #682008	

ACTION REQUESTED:

Request approval to secure alternative funding through the Contingency Fund to cover the costs associated with the grant-funded Veteran Benefits Counselor position from April 2025 through December 31, 2025, in the total amount of \$130,326.42. According to the Budget Office, there was \$299,850 remaining in the Contingency Fund, as of 3/26/25.

SUMMARY OF REQUEST:

Due to a miscalculation in the FY25 County Veteran Service Fund Grant (CVSFG) allocation, Ingham County’s funding was reduced by \$82,259. To ensure continuity of the grant-funded Veteran Benefits Counselor position, the Veteran’s Affairs Department is requesting to approval of the use of the Contingency Fund to cover costs from April 15, 2025 through December 31, 2025, totaling \$130,326.42. This funding will only be used if the State of Michigan, the Department of Military and Veterans Affairs, or the Michigan Veterans Affairs Agency cannot restore the shortfall or if the FY26 CVSFG does not cover a portion of the costs beyond October 1, 2025. Remaining FY25 CVSFG funds will be allocated to marketing and emergency assistance for Peacetime, National Guard, and Reservist veterans.

STRATEGIC PLAN RELEVANCE:

Be open, transparent and accountable with the public we serve, including erring on the side of disclosure whenever possible. Become a destination employer that attracts and retains high-quality staff to serve our residents.

DEPARTMENT MISSION RELATION:

To deliver on President Lincoln’s promise in advocating for those who have served in our nation’s military and for their families, caregivers, and survivors.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$130,326.42

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: ___N/A_____

CONTROLLER’S OFFICE: _____  _____ DATE: ___3/31/2025_____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SECURE FUNDING FOR VETERAN BENEFITS COUNSELOR POSITION
#682008 FROM THE CONTINGENCY FUND**

WHEREAS, on December 10, 2024, the Ingham County Board of Commissioners adopted Resolution #24-599 for the Ingham County Veterans Affairs Department, allocating the 2025 County Veteran Service Fund Grant (CVSFG) for the continuation of a grant-funded Veteran Benefits Counselor position, marketing, office furniture, and emergency assistance funds effective October 1, 2024, through September 30, 2025; and

WHEREAS, on February 18, 2025, the Michigan Veterans Affairs Agency (MVAA), which administers the CVSFG, identified a miscalculation in the planning allocation amounts provided in May 2024, leading to a recalculation of the FY25 CVSFG and a subsequent reduction in Ingham County's allocation by \$82,259; and

WHEREAS, this reduction significantly impacts the maintain the Veteran Benefits Counselor position and related services; and

WHEREAS, the continuation of this position is crucial to providing necessary services and assistance to veterans in Ingham County; and

WHEREAS, Ingham County seeks to secure alternative funding through the Contingency Fund to cover the costs associated with the position from April 1, 2025 through December 31, 2025, at a total amount not to exceed \$130,326.42; and


WHEREAS, this funding request is contingent upon the inability of the State of Michigan Legislators, Department of Military and Veterans Affairs, and Michigan Veterans Affairs Agency to restore the shortfall caused by the miscalculation or if the FY26 CVSFG does not cover a portion of the cost from October 1, 2025, through December 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the use of the Contingency Fund in an amount not to exceed \$130,326.42 to fund the Veteran Benefits Counselor position number 682008 from April 1, 2025 through December 31, 2025, in the event that state-level funding is not restored.

BE IT FURTHER RESOLVED, that the remaining balance in the FY25 CVSFG shall be allocated toward marketing and the emergency assistance fund for Peacetime, National Guard, and Reservist veterans.

BE IT FURTHER RESOLVED, that Ingham County will continue to work with state agencies and legislators to seek restoration of the miscalculated funds to minimize the impact on county resources.

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

	DEPARTMENT: Diversity, Equity & Inclusion
PREPARED BY: Office of DEI	MEETING DATE(S):
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input type="checkbox"/> Finance	
SUBJECT: Arab-American Heritage Month	

ACTION REQUESTED:

Ingham County Board of Commissioners recognize the month of April as “Arab-American Heritage Month” in Ingham County.

SUMMARY OF REQUEST:

Ingham County Board of Commissioners recognize the month of April as “Arab-American Heritage Month” in Ingham County.

STRATEGIC PLAN RELEVANCE:

Provide high quality services in an efficient manner and embrace diversity and inclusion.

DEPARTMENT MISSION RELATION:

The DEI Office is committed to delivering high-quality services with efficiency while fostering a culture of diversity, equity, and inclusion.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

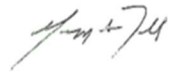
Total Request/Contract Amount: \$####.##

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE:  _____ DATE: 3/31/2025

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING THE MONTH OF APRIL AS
ARAB-AMERICAN HERITAGE MONTH IN INGHAM COUNTY**

WHEREAS, the Ingham County Office of Diversity, Equity, and Inclusion and the Equal Opportunity Committee were tasked by the Ingham County Board of Commissioners to increase equity within the County; and

WHEREAS, Ingham County includes Arab-Americans who richly contribute to our community; and

WHEREAS, each April “Arab-American Heritage Month” is observed to celebrate and honor the many achievements and contributions made by Arab-Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, National Arab American Heritage Month was recognized in April 2021 by President Joe Biden, with the U.S. Department of State, some members of Congress and 37 governors issuing proclamations supporting the month; and

WHEREAS, the largest group, comprising nearly one-third of the Arab American population, are Lebanese Americans, and, according to the U.S. Census Bureau, Dearborn, Michigan, boasts the country’s largest percentage of Arab Americans; and

WHEREAS, according to Census Bureau data, Arabic is one of the fastest growing languages in the United States; and


WHEREAS, Arab-Americans are a vital and valued part of the population, making significant contributions to academia, business, medicine, law, technology, government, science, and social justice and making our county a better place to live; and

WHEREAS, Arab-Americans have resilient family values, strong work ethic, dedication to education, and diversity in faith and creed, which have strengthened our community; and

WHEREAS, it is important to recognize the heritage and culture of such an inspiring group of people and ensure acceptance, inclusion, and equality for all; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of April as “Arab-American Heritage Month” in Ingham County and urges every resident to take time during this month to acknowledge the Arab-Americans influential contributions and heritage that have helped us build a better Nation.

	DEPARTMENT: Innovation & Technology
PREPARED BY: Deb Fett, CIO	MEETING DATE(S): April 8, April 9, and April 15, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Install Fiber to Fairgrounds from Western Tel-Com	

ACTION REQUESTED:

Approve installation of fiber to Ingham County Fairgrounds for increased reliable connectivity.

SUMMARY OF REQUEST:

Ingham County is working on strengthening our County network in accordance with the American Rescue Plan (ARP) funding requirements. During this process, it became clear that although our Fairgrounds does not have a large number of employees working at the location, it is a venue that brings in revenue from exhibitors and events that more and more require Internet access for credit card transactions.

This project is quoted under MiDeal Contract # 071B3200106, Exp. 08/25/2025 with Prevailing Wages

STRATEGIC PLAN RELEVANCE:

To improve the quality of life for Ingham County residents and work to ensure every person is treated with respect and dignity.

DEPARTMENT MISSION RELATION:

Improve service by enhancing the quality of external and internal communication as well as annually budget for countywide Innovation & Technology Department projects including updates to existing software applications.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:


Total Request/Contract Amount: \$51,000.00

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  DATE: 3/31/2025

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE FIBER INSTALLATION COSTS FROM WESTERN TEL-COM

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

WHEREAS, an additional location was identified that is ready for installation of fiber broadband at 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 contract for fiber installation from Western Tel-Com in the amount not to exceed \$51,000.

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

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.

	DEPARTMENT: Facilities
PREPARED BY: Glenn Canning	MEETING DATE(S): March 18, 2025 (County Services), March 19, 2025 (Finance)
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: resolution to authorize a contract with Trane us inc. for the BCU SC+ controls update at the forest community center	

ACTION REQUESTED:

Approval of a resolution to authorize a contract with Trane U.S. Inc. for the upgrade of the Building Control Unit (BCU) at the Forest Community Center. This upgrade will enhance the facility’s automation system, improve energy efficiency, and ensure long-term operational reliability.

SUMMARY OF REQUEST:

The existing Building Control Unit (BCU) at the Forest Community Center is outdated and requires an upgrade to maintain efficiency in building automation and energy management. This resolution seeks approval to enter into a contract with Trane U.S. Inc. for the installation of a new SC+ controller, including necessary communication bridges, graphics transfer, system commissioning, and staff training.

The project aligns with Ingham County’s energy conservation goals and will be funded through the Community Energy Management Grant (Resolution #24-401).

Failure to proceed with this upgrade may lead to increased maintenance costs and system inefficiencies due to outdated automation controls.

STRATEGIC PLAN RELEVANCE:

This project aligns with Ingham County’s strategic objectives by supporting energy conservation, operational efficiency, and long-term cost savings. The upgrade ensures that the County’s facilities remain modernized and optimized for energy performance.

DEPARTMENT MISSION RELATION:

The Facilities Department is responsible for maintaining and improving County-owned buildings to ensure safe, efficient, and sustainable operations. Upgrading the BCU at the Forest Community Center directly supports this mission by enhancing automation and energy efficiency.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED Facilities Automation & Energy Management

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$17,220

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED **NOT RECOMMENDED** **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____ *[Signature]* _____ **DATE:** 3/31/2025 _____

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 BCU SC+ CONTROLS UPDATE AT THE FOREST COMMUNITY CENTER

WHEREAS, the existing Building Control Unit (BCU) at the Forest Community Center has exceeded its useful life and requires an upgrade to ensure continued efficiency in building automation and energy management; and

WHEREAS, the Facilities Department has determined that upgrading the BCU to an SC+ controller will modernize the system, improve energy efficiency, and support long-term operational reliability; and

WHEREAS, Trane U.S. Inc. has submitted a proposal of \$17,220 for the upgrade, which includes the supply and installation of the SC+ controller, necessary communication bridges, graphics transfer, system commissioning, and staff training; and

WHEREAS, funding for this project is available through the Community Energy Management Grant (Resolution #24-401) under Fund 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 BCU SC+ controls update at the Forest Community Center, 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.

	DEPARTMENT: Facilities Department
PREPARED BY: Glenn Canning	MEETING DATE(S): April 8, 2025 (County Services), April 9, 2025 (Finance Committee)
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Approval of a Three-Year Fire Sprinkler and FM-200 Inspection and Testing Services Contract for the Ingham County Justice Complex	

ACTION REQUESTED:

Approval of a three-year contract with Siemens Industry, Inc. for fire sprinkler and FM-200 inspections and testing services at the Ingham County Justice Complex.

SUMMARY OF REQUEST:

This contract is for the inspection and testing of the fire sprinkler system and FM-200 system at the Ingham County Justice Complex. These inspections are required under NFPA-25 standards to ensure the facility’s safety and operational integrity. Siemens Industry, Inc. will conduct annual, semi-annual, and quarterly inspections to maintain compliance with regulatory requirements.

STRATEGIC PLAN RELEVANCE:

The Facilities Department is responsible for maintaining county infrastructure to support uninterrupted public services. This contract ensures that essential fire safety systems remain operational, preventing safety hazards, and ensuring regulatory compliance.

DEPARTMENT MISSION RELATION:

The Facilities Department is responsible for maintaining county infrastructure to support uninterrupted public services. This contract ensures that essential fire safety systems remain operational, preventing safety hazards and ensuring regulatory compliance.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Fire safety compliance and facility maintenance **NON-MANDATED**

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$81,863.00 over three years

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED **NOT RECOMMENDED** **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____  _____ **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE FIRE SPRINKLER AND FM-200 INSPECTIONS AND TESTING SERVICES CONTRACT FOR THE INGHAM COUNTY JUSTICE COMPLEX

WHEREAS, the fire sprinkler and FM-200 systems at the Ingham County Justice Complex require regular inspections and testing to ensure compliance with NFPA-25 standards and maintain the safety and operational integrity of the facility; and

WHEREAS, Siemens Industry, Inc. has provided a proposal for the required services, including annual, semi-annual, and quarterly inspections and testing for fire sprinkler and FM-200 systems at the Justice Complex, located at 630 N. Cedar St., Mason, MI; and

WHEREAS, Siemens Industry, Inc. is a recognized provider with the expertise and capacity to perform the necessary services in compliance with industry regulations; and


WHEREAS, the total contract amount for these services is \$81,863 over three years, with an annual cost of \$25,840 for the first year, \$27,262 for the second year, and \$28,761 for the third year; and

WHEREAS, funding for this contract is available in the Maintenance Contractual 931100 line item.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes contracting with Siemens Industry, Inc. for fire sprinkler and FM-200 inspections and testing services for the Ingham County Justice Complex for a three-year period, in an amount not to exceed \$81,863.

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.

	DEPARTMENT: Facilities/ Environmental Sustainability
PREPARED BY: Glenn Canning/Morgan Feldpausch	MEETING DATE(S): County Services Committee – April 8, 2025 Finance Committee – April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization of a Contract with Laux Construction for Lighting Replacement at Forest Community Health Center	

ACTION REQUESTED:

Approval of a resolution to authorize a contract with Laux Construction for the replacement of outdated lighting fixtures at Forest Community Health Center (FCHC) to enhance energy efficiency, lighting performance, and long-term operational reliability.

SUMMARY OF REQUEST:

The current lighting at FCHC is outdated and inefficient. The Facilities Department recommends replacing the existing fixtures with upgraded LED lighting, which will reduce energy consumption, improve visibility, and lower long-term maintenance costs.

The project cost is \$84,938.26, with a \$1,829.00 rebate from the Lansing Board of Water & Light (BWL) to offset expenses. Funding for this project is available through the Community Energy Management Grant (Resolution #24-401).

STRATEGIC PLAN RELEVANCE:

This project aligns with Ingham County’s strategic objectives by enhancing energy efficiency, optimizing operational performance, and reducing long-term maintenance costs. Upgrading to LED lighting supports sustainability efforts and facility modernization.

DEPARTMENT MISSION RELATION:

The Facilities Department and Environmental Sustainability Office are responsible for maintaining and improving County buildings to ensure safe, efficient, and sustainable operations. This project directly supports that mission by modernizing infrastructure and improving energy management.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED Facilities Automation & Energy Management

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$84,938.26

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____ *[Signature]* **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LAUX CONSTRUCTION FOR LIGHTING REPLACEMENT AT FOREST COMMUNITY HEALTH CENTER

WHEREAS, the existing lighting fixtures at the Forest Community Health Center have become outdated and inefficient, requiring replacement to improve energy efficiency and visibility; and

WHEREAS, the Facilities Department has determined that replacing the existing fixtures with upgraded LED lighting will enhance building performance, reduce energy consumption, and lower maintenance costs; and

WHEREAS, Laux Construction has provided a budget estimate of \$84,938.26 for this project, which includes materials, installation, project management, and contingency costs; and

WHEREAS, the project is eligible for an energy rebate through the Lansing Board of Water & Light (BWL), reducing the total cost by \$1,829; and

WHEREAS, funding for this project is available through the Community Energy Management Grant (Resolution #24-401) under Fund 10122300 818000 CEMGP, with the remaining balance covered by line item 101-00-957-000-96704; and


WHEREAS, Laux Construction holds a cooperative purchasing contract through the State of Michigan's MiDeal Program, ensuring cost-effective procurement and expedited project execution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Laux Construction to replace lighting fixtures at the Forest Community Health Center in an amount not to exceed \$84,938.26, utilizing MiDeal cooperative purchasing for competitive pricing.

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 separate quotes for this purchase.

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 project in a timely manner.

	DEPARTMENT: Road Department
PREPARED BY: Neal Galehouse, Director of Engineering	MEETING DATE(S): April 8
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input type="checkbox"/> Finance	
SUBJECT: Authorization to Hire an Employee Above Step 2	

ACTION REQUESTED:

Authorization to offer employment to candidate at Grade 6, Step 7 in the OPEIU Technical Clerical Unit.

SUMMARY OF REQUEST:

The Road Department has had a vacancy in the surveyor position for over a year. Since that time, there have been four qualified applicants to the position, three of whom declined the position. During the vacancy, surveying needs have been met through the use of contractors and as-needed consultants, whose rates exceed \$100/hr. The Road Department recently interviewed a candidate that has 40+ years in the surveying field and Professional Surveyor licensure in several states, including working for the US Forest Service.

Authorization is requested to offer a wage that aligns with the candidate’s experience, skills, and knowledge and will also help to retain talent at the Road Department. Therefore, the Road Department requests to offer a starting wage of Grade 6, Step 7 in the OPEIU Technical Clerical Unit, which is a rate of \$40.30 per hour.

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to attract and retain expectational employees who are committed to the community.

DEPARTMENT MISSION RELATION:

This authorization and this position support ongoing road maintenance efforts to keep roads reasonably safe.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended NON-MANDATED _____

COST/FUNDING RECOMMENDATION:


Total Request/Contract Amount: \$83,824 annually


Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____  DATE: 3/31/2025

	DEPARTMENT: Road Department
PREPARED BY: Kelly Jones, Managing Director	MEETING DATE(S): April 8, 9, and 15
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Bridge Design Services for Onondaga Road Bridge Over Grand River	

ACTION REQUESTED:

Authorization of a service agreement with DLZ Michigan, Inc. for bridge design services at the Onondaga Road Bridge over the Grand River.

SUMMARY OF REQUEST:

The Ingham County Road Department has received Local Bridge Program funding for preventative maintenance work on the Onondaga Road bridge over the Grand River in Onondaga Township. The project scope includes deck patching, crack sealing, joint repairs, epoxy overlay, and approach replacement to extend the bridge's lifespan. This contract will be for consultant bridge design services, as the Road Department doesn't have the staff or expertise to complete this work at this time.

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to ensure that roads and bridges are maintained in safe conditions, supporting the long-term safety and functionality of the transportation network.

DEPARTMENT MISSION RELATION:

This project supports ongoing road asset maintenance efforts, helping to keep roads and associated assets reasonably safe.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$35,849.40 + 20% contingency = \$43,019.28

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  _____ **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ENGINEERING CONSULTANT SERVICES AGREEMENT
WITH DLZ MICHIGAN, INC. FOR BRIDGE DESIGN SERVICES FOR
ONONDAGA ROAD OVER THE GRAND RIVER (SN 3873)**

WHEREAS, the Road Department has received Local Bridge Program funding to perform preventative maintenance work on the bridge located at Onondaga Road over the Grand River (SN 3873) in Onondaga Township; and

WHEREAS, the Local Bridge Program provides funding for 95% of eligible construction costs, with the Road Department being responsible for the 5% construction funding match, design engineering, construction engineering, and right of way costs; and

WHEREAS, costs associated with design engineering and right of way expenses for the Onondaga Bridge Project are included in the 2025 Road Fund budget; and

WHEREAS, the Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis, which was authorized by the Board of Commissioners in Resolution #23-534; and

WHEREAS, pursuant to Resolution #23-534, the Purchasing Department solicited detailed scope of services proposals (RFQ #30-25) from the as-needed consultants for the Onondaga Bridge Project; and

WHEREAS, Purchasing Department staff reviewed the submitted proposals for adherence to county purchasing requirements and provided the attached Memorandum of Performance to the Road Department; and

WHEREAS, Road Department staff reviewed the proposals for experience, expertise, proposed labor rates, and overall value to the county; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize entering into an engineering consultant services agreement with DLZ Michigan, Inc. to provide design services for the Onondaga Bridge Project; and


WHEREAS, the County on behalf of the Road Department, will enter into an agreement with the consultant, which ensures requirements and responsibilities are defined; and

WHEREAS, the Road Department also recommends that the Board of Commissioners authorize a 20% contingency for currently unidentified costs during the scoping process, such as additional repairs that may become necessary to achieve a successful construction project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an engineering consultant services agreement for bridge design services for Onondaga Road over the Grand River (SN 3873) with DLZ Michigan, Inc. located at 1425 Keystone Ave. Lansing, MI for the not to exceed fee of \$35,849.40.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes contingency funding of not to exceed \$7,169.88 (20% of the proposed \$35,849.40 base fee amount) to cover additional work items executed in the form of a change order between the Road Department Managing Director (or designee) and DLZ Michigan, Inc. as a condition precedent to the initiation of any work on such additional work items.

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.

	DEPARTMENT: Road Department
PREPARED BY: Kelly Jones, Managing Director	MEETING DATE(S): April 8, 9, and 15
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Agreement with MDOT for Kirby/Kinneville Road Project	

ACTION REQUESTED:

Authorization to enter into an agreement with the Michigan Department of Transportation for a Legislative Earmark and to authorize the Managing Director to act as the Authorized Certifying Official for mandatory periodic reporting of construction activities and budget expenditure for the life of the project.

SUMMARY OF REQUEST:

The Road Department has received \$1.5M in Legislative Earmark funds, sponsored by State Senator Sarah Anthony and State Representative Kara Hope, to reconstruct 2.6 miles of Kirby Road and Kinneville Road from the city limits of Leslie to Cooper Road, located in Leslie Township. These funds will cover 100% of the project costs up to the \$1.5M funding allotment, with any overages funded by the Road Department.

Upon execution of MDOT Contract 25-5034 and the submittal of Exhibit A, a portion of the funds will be distributed to the County as a lump sum advance payment for use in the project. The Road Department will be required to complete periodic budget and construction progress reporting throughout the project, which requires a signature from a certified official. For need of timely reporting, the Road Department is requesting that the Managing Director be designated as the Authorized Certifying Official for the various construction and budget documents. The Board Chair will remain the authorized signatory for the MDOT Contract.

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to ensure that roads and bridges are maintained in safe conditions, supporting the long-term safety and functionality of the transportation network.

DEPARTMENT MISSION RELATION:

This project supports ongoing road asset maintenance efforts, helping to keep roads reasonably safe.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: N/A

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  DATE: 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF TRANSPORTATION
FOR A LEGISLATIVE EARMARK PROJECT ON
KIRBY ROAD AND KINNEVILLE ROAD**

WHEREAS, the Road Department received, and the Ingham County Board of Commissioners accepted through Resolution #24-550, Legislative Earmark funds, sponsored by State Senator Sarah Anthony and State Representative Kara Hope, to reconstruct 2.6 miles of Kirby Road and Kinneville Road from the city limits of Leslie to Cooper Road, located in Sections 14, 15, 22, and 23 of Leslie Township; and

WHEREAS, the Earmark funds pay for 100% of the construction costs up to a capped amount of \$1,500,000, with any remaining construction costs being the responsibility of the Road Department; and

WHEREAS, the Road Department's anticipated funding responsibility for this project will be included in the 2026 and 2027 Road Fund Budgets; and

WHEREAS, all earmarked funds must be awarded and the project completed by September 30, 2029, with any unspent funds to be returned to the state treasury; and

WHEREAS, the County on behalf of the Road Department, must enter into an agreement with the Michigan Department of Transportation (MDOT) consistent with all applicable laws, ordinances, and codes of the United States, the State of Michigan, and local government regulations; and

WHEREAS, the earmark funds will be distributed to the County on a milestone basis, which includes various forms to be submitted for the initial funding distribution and periodic reporting for construction activity and budget expenditure throughout the project; and


WHEREAS, the necessary reporting throughout the project requires an Authorized Certifying Official to sign and submit the documents to the Michigan Department of Transportation; and

WHEREAS, the Road Department requests the Managing Director be designated as the Authorized Certifying Official for the benefit of timely reporting of the project status and funding distribution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract 25-5034 with the Michigan Department of Transportation for the reconstruction of 2.6 miles of Kirby Road and Kinneville Road from the city limits of Leslie to Cooper Road, located in Sections 14, 15, 22, and 23 of Leslie Township, for a total estimated cost not to exceed \$1,500,000 of Legislative Earmark funds.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Managing Director for the Ingham County Road Department to be designated the Authorized Certifying Official for the duration of the project for purposes of filing necessary documents required for the Legislative Earmark funds.

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

	DEPARTMENT: Road Department
PREPARED BY: Kelly Jones, Managing Director	MEETING DATE(S): April 8, 9, and 15
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Delhi Township 2025 Local Road Program Agreement	

ACTION REQUESTED:

Authorization of an agreement with Delhi Township to complete the agreed upon road work for the 2025 Local Road Program.

SUMMARY OF REQUEST:

Delhi Township has partnered with the Ingham County Road Department to complete local road improvements as part of the 2025 Local Road Program, with the agreed-upon work detailed in the attached table.

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to ensure that roads and bridges are maintained in safe conditions, supporting the long-term safety and functionality of the transportation network.

DEPARTMENT MISSION RELATION:

This agreement aligns with the Road Department’s mission to maintain safe and reliable roads by ensuring necessary repairs and upgrades are completed in coordination with local communities.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended NON-MANDATED _____

COST/FUNDING RECOMMENDATION:


Total Request/Contract Amount: Based on Approved Annual Budget

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____  _____ **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

WHEREAS, the level of work required for this project is beyond the typical scope of the Local Road Program operational maintenance and requires an engineering design consultant and construction contractor to complete the project; and

WHEREAS, the Road Department will pay 50% of the project costs up to the capped allocation for the township and the project costs exceeding the 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 \$840,831.14 for Delhi 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 Delhi Township for the 2025 Local Road Program.


BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of all costs associated with the Delhi Township project, including engineering and contractor costs, 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 Delhi Township.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Delhi 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.

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
Delhi	\$630,831.14	\$210,000.00	\$840,831.14	Road reconstruction, ADA improvements, and restoration of Bond Avenue, Park Lane, and Elliot Street.	\$916,060.00	\$458,030.00	\$458,030.00

	DEPARTMENT: Road Department
PREPARED BY: Kelly Jones, Managing Director	MEETING DATE(S): April 8, 9, and 15
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: 2025 Pavement Marking Program with Cities and Villages	

ACTION REQUESTED:

Authorization of agreements with the City of Leslie, City of Mason, City of Williamston, and Village of Webberville for the 2025 Pavement Marking Program.

SUMMARY OF REQUEST:

Annually, the Road Department invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the pavement marking program, for which they pay for the work performed on the roads within their jurisdiction. The estimated 2025 pavement marking costs for the aforementioned cities/villages are as follows, based on actual bid prices obtained from Bid Packet #23-25:

City of Leslie:	\$3,055.80
City of Mason:	\$5,000.07
Village of Webberville:	\$1,070.80
City of Williamston:	\$2,815.20

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to ensure that roads and bridges are maintained in safe conditions, supporting the long-term safety and functionality of the transportation network.

DEPARTMENT MISSION RELATION:

This agreement aligns with the Road Department’s mission to maintain safe and reliable roads by ensuring necessary repairs and upgrades are completed in coordination with local communities.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended **NON-MANDATED** _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: See above – reimbursed by others

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED **NOT RECOMMENDED** **ALTERNATIVES:**

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____  _____ **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE CITY OF LESLIE, CITY OF MASON, VILLAGE OF WEBBERVILLE, AND THE CITY OF WILLIAMSTON FOR THE 2025 PAVEMENT MARKING PROGRAM

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, in 2025, the Purchasing Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #23-25; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #25-143 authorizing an agreement with M & M Pavement Marking, Inc. for the 2025 countywide pavement marking program, with an option for a one-year extension; and

WHEREAS, the Road Department annually invites the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston to participate in the Pavement Marking Program as an economical solution to place pavement markings on roads within their jurisdiction; and

WHEREAS, the estimated 2025 pavement marking costs for the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston are as follows, based on actual bid prices obtained from Bid Packet #23-25:


City of Leslie:	\$3,055.80
City of Mason:	\$5,000.07
Village of Webberville:	\$1,070.80
City of Williamston:	\$2,815.20; and

WHEREAS, the Road Department will invoice the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston for all costs for work performed on the roads within their jurisdictions, at no additional cost to the Road Department budget; and

WHEREAS, the County on behalf of the Road Department, will enter into individual agreements with the City of Leslie, City of Mason, Village of Webberville, and the City of Williamston.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into individual agreements with the City of Leslie for an estimated cost of \$3,055.80, the City of Mason for an estimated cost of \$5,000.07, the Village of Webberville for an estimated cost of \$1,070.80, and the City of Williamston for an estimated cost of \$2,815.20 for the 2025 Pavement Marking Program and at no additional cost to the Road Department.

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.

	DEPARTMENT: Road Department
PREPARED BY: Andrew Dunn, Director of Operations	MEETING DATE(S): April 8, 9, 15
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: As-Needed Purchase Order for Tires	

ACTION REQUESTED:

Authorization of an as-needed purchase order for equipment tires using government contract pricing and/or written quotes for the 2025-2030 fiscal years.

SUMMARY OF REQUEST:

The request is to approve an as-needed purchase order for new and refurbished tires through government contract pricing, via sites like MiDeal and Sourcewell, and/or written quotes for the 2025-2030 fiscal years. The annual expenditures will stay within the annual budgeted amount, which for 2025 is \$60,000. This action aims to streamline procurement and support ongoing road maintenance operations.

STRATEGIC PLAN RELEVANCE:

This action aligns with the strategic plan initiatives to ensure that roads and bridges are maintained in safe conditions, supporting the long-term safety and functionality of the transportation network.

DEPARTMENT MISSION RELATION:

This purchase supports ongoing road maintenance efforts, helping to keep roads reasonably safe.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED Act 51 of 1951, as Amended NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: Based on Approved Annual Budget

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  _____ DATE: 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AS-NEEDED PURCHASE ORDER FOR TIRES FOR THE
2025-2030 FISCAL YEARS**

WHEREAS, the Road Department maintains an active equipment fleet which often requires the purchase of new or refurbished tires; and

WHEREAS, the Road Department seeks to procure these products 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 new and refurbished tires 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 \$60,000 in the 2025 Road Department budget for the purchase of tires, 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 Bridgestone Americas Tire Operations, Goodyear Tire & Rubber Company, and Michelin 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 product 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 new and refurbished tires 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 tires.

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.

	DEPARTMENT: Human Resources
PREPARED BY: Sue Graham, HR Director	MEETING DATE(S): April 8 and 9
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Authorize Maxor to File a Claim on Behalf of Ingham County in the Matter of the Settlement of Russo, et al. v. Walgreen Co.	

ACTION REQUESTED:

We are requesting authorization for Maxor, Ingham County’s pharmacy benefits manager to file a claim on behalf of Ingham County in a proposed settlement that has been reached in a class action lawsuit on behalf of individuals, health insurers, and other entities who pay for prescription drugs regarding Walgreens’ usual and customary pricing practices.

SUMMARY OF REQUEST:

The class action lawsuit, Russo, et al. v. Walgreen Co., No. 1:17-cv- 02246, relates to how Walgreens determined its usual and customary prices in submitting claims for prescription reimbursement, specifically whether it should have considered its Prescription Savings Club prices in determining its usual and customary prices. Walgreens denies any wrongdoing and maintains that it correctly reported its retail prices as its usual and customary prices. The Court has not decided who is right and has preliminarily approved a proposed settlement to resolve the claims, providing for \$100,000,000 to be paid by Walgreens. All Court-approved attorneys’ fees and expenses, the costs of notice and administering the settlement, service awards, and other costs will be deducted from this amount (“Net Settlement Fund”) and the Net Settlement Fund will be paid to members of the Settlement Class who submit valid claims. Ingham County is a member of the Settlement Class and Maxor was a pharmacy benefit manager for Ingham County during the period of time relevant to the settlement. If the resolution is approved, we will request that Maxor file a claim against the settlement on behalf of Ingham County as an authorized agent. The resolution also authorizes Maxor to retain 5% of Ingham County’s settlement to cover their administrative costs.

STRATEGIC PLAN RELEVANCE:

Seeking proceeds from the settlement of the class action lawsuit is an example of good government practice.

DEPARTMENT MISSION RELATION:

Seeking proceeds from the settlement of the class action lawsuit enhances the funding available to assist Ingham County in being a destination employer with good benefit programs.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$###.##

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____ *[Signature]* _____ DATE: 3/31/2025 _____

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE MAXOR TO FILE A CLAIM ON BEHALF OF INGHAM COUNTY
IN THE MATTER OF THE SETTLEMENT OF RUSSO, ET AL. V. WALGREEN CO.**

WHEREAS, a proposed Settlement has been reached in a class action lawsuit on behalf of individuals, health insurers, and other entities who pay for prescription drugs regarding Walgreens' usual and customary pricing practices; and

WHEREAS, the class action lawsuit, Russo, et al. v. Walgreen Co., No. 1:17-cv- 02246, relates to how Walgreens determined its usual and customary prices in submitting claims for prescription reimbursement, specifically whether it should have considered its Prescription Savings Club prices in determining its usual and customary prices; and

WHEREAS, Walgreens denies any wrongdoing and maintains that it correctly reported its retail prices as its usual and customary prices; and

WHEREAS, the Court has not decided who is right; and

WHEREAS, the Court has preliminarily approved a proposed settlement to resolve the claims, providing for \$100,000,000 to be paid by Walgreens; and

WHEREAS, all Court-approved attorneys' fees and expenses, the costs of notice and administering the Settlement, service awards, and other costs will be deducted from this amount ("Net Settlement Fund"); and

WHEREAS, the Net Settlement Fund will be paid to members of the Settlement Class who submit valid claims; and

WHEREAS, Ingham County is a member of the Settlement Class; and

WHEREAS, Maxor was a pharmacy benefit manager for Ingham County during the period of time relevant to the settlement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Maxor to file a claim against the settlement on behalf of Ingham County as an authorized agent.

BE IT FURTHER RESOLVED, that Maxor is authorized to retain 5% of Ingham County's settlement to cover their administrative costs.

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.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION IN HONOR OF THE 2025 STATE ARBOR DAY CELEBRATIONS

WHEREAS, Arbor Day was first celebrated in 1872 to promote conservation efforts and has become a cherished and respected tradition in Michigan; and

WHEREAS, Arbor Day is a time to celebrate trees and their importance in our lives and represents an opportunity to emphasize that tree planting is an important personal demonstration of stewardship; and

WHEREAS, Arbor Day helps remind Ingham County residents that healthy natural resources are vital and that each of us can play a role in ensuring the quality of life in our community; and

WHEREAS, the Board of Commissioners wishes to recognize the outstanding efforts of all involved with the success of Arbor Day activities scheduled throughout the week of April 21, 2025 through April 26, 2025, with Friday, April 25, 2025 designated as State Arbor Day.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby endorses Arbor Day and extends their congratulations and best wishes to all of those involved in the 2025 State Arbor Day.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION PROCLAIMING APRIL 28 AS “WORKERS MEMORIAL DAY”
IN INGHAM COUNTY**

WHEREAS, on April 28, 1971, the Occupational Safety and Health Act (OSHA) went into effect, promising ever worker the right to a safe job; and

WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and

WHEREAS, the U.S. Department of Labor, and the Federal Bureau of Labor Statistics estimates that Michiganders have died while on the job at an average rate of 147 people per year over the past decade; and

WHEREAS, the 2024 National Census of Fatal Occupational Injuries found a worker died every 99 minutes from a work-related injury; and

WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan’s labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who have died in work place catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and


WHEREAS, recognition of the integrity of Michigan’s workforce and its achievements on behalf of the economic growth of our state is necessary; and

WHEREAS, the Ingham County Board of Commissioners wish to pay tribute to the workers who have died or been injured or disabled in workplace accidents; and

WHEREAS, the Board renews efforts to seek stronger workplace safety and health protections, better standards and enforcement, and fair and just compensation by rededicating ourselves to improving safety and health in the workplace.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby proclaim April 28, 2025 as Workers Memorial Day in Ingham County.

BE IT FURTHER RESOLVED, that the Board urges all citizens of the County of Ingham to recognize and honor the contributions of Michigan’s workforce and call for increased workplace safety standards.

	DEPARTMENT: BOARD OF COMMISSIONERS
PREPARED BY:	MEETING DATE(S): April 8 and 9
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to Authorize Membership with the Capital Council of Governments	

ACTION REQUESTED:

The resolution authorizes an allocation of \$10,000 for the County’s participation in the Capital Council of Governments.

SUMMARY OF REQUEST:

The Capital Council of Governments (CAPCOG) is a partnership with Clinton, Eaton, and Ingham Counties, the Lansing Regional Chamber of Commerce and Michigan State University. The mission of CAPCOG is to work collaboratively between parties to support regional economic development and growth opportunities for the Greater Lansing region at the State Legislature.

STRATEGIC PLAN RELEVANCE:

Strengthen our local economy by partnering with other public, private, and non-profit entities to advance coordinated economic development activities

DEPARTMENT MISSION RELATION:

Supports regional growth and opportunities for Ingham County.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$10,000. Funds are available in the Board of Commissioners’ Budget.

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER’S OFFICE: _____  _____ **DATE:** 3/31/2025

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE MEMBERSHIP WITH
THE CAPITAL COUNCIL OF GOVERNMENTS**

WHEREAS, the Capital Council of Governments (CAPCOG) is a partnership with Clinton, Eaton, and Ingham Counties, the Lansing Regional Chamber of Commerce, and Michigan State University; and


WHEREAS, the mission of CAPCOG is to work collaboratively between parties to support regional economic development and growth opportunities for the Greater Lansing region at the State Legislature; and

WHEREAS, CAPCOG receives an annual contribution for the CAPCOG initiative from each of the partners to be earmarked for lobbying expenses; and

WHEREAS, Ingham County's annual membership has increased from \$5,000 to \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes payment of \$10,000 from line item 10110100815000 within the Board of Commissioners' budget for Ingham County's annual commitment to CAPCOG for the calendar year 2025.

BE IT FURTHER RESOLVED, that the membership dues will be paid on an annual basis and the Board Chairperson is authorized to sign any necessary documents consistent with the resolution after approval as to form by the County Attorney.

	DEPARTMENT: Board of Commissioners Office and Purchasing Department
PREPARED BY: Becky Bennett, Director Board of Commissioners Office and Kristen Romo, Purchasing Director	MEETING DATE(S): April 8, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input checked="" type="checkbox"/> County Services <input type="checkbox"/> Finance	
SUBJECT:	

ACTION REQUESTED:

This resolution revises the current contract authorization form to provide additional information required by the Purchasing Department and clarification on how to proceed with the fully executed form.

SUMMARY OF REQUEST:

The resolution revises the contract authorization form to allow the department to provide a vendor number assigned by the Purchasing Department for the proposed vendor and to provide instructions on how to proceed once the form is fully executed.

STRATEGIC PLAN RELEVANCE:

N/A

DEPARTMENT MISSION RELATION:

N/A

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$###.##

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: _____

CONTROLLER'S OFFICE: _____  _____ DATE: ___3/31/2025_____

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE CONTRACT AUTHORIZATION FORM

WHEREAS, the Board of Commissioners has authorized the use of the contract authorization form to authorize departments to enter into service contracts in the amount of \$5,000 or less with the approval of the Purchasing Director, Department Head, Controller/Administrator, and chairs of the Liaison Committee, Finance Committee and Full Board; and

WHEREAS, it is necessary to revise the form to include the vendor number assigned by the Purchasing Department and instructions on how to proceed with the signed form.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves revisions made to the attached contract authorization form to include the addition of the assigned vendor number and to provide clarification on how to proceed once the form is fully executed.

BE IT FURTHER RESOLVED, that the contract authorization form shall not be used in place of a contract, but shall serve as authorization to proceed with the preparation or approval as to form of an agreement by the County Attorney for the Board Chairperson's signature.

INGHAM COUNTY AUTHORIZATION
TO ENTER INTO A CONTRACT UNDER \$5,000
PURSUANT TO RESOLUTION #09-095 & #23-141

Department Name: _____

DESCRIPTIVE INFORMATION

Contracting Parties: Ingham County Board of Commissioners _____
Active Vendor # _____

Type of Contract: New _____ Extension _____ Amending Resolution # _____

Expense Contract: _____ Revenue Contract: _____

Term of Contract: _____ Amount of Contract: \$ _____

Reasoning for Contract must be fully explained with an attached cover sheet and all supporting documents including a previously approved resolution if applicable: _____

Funds Available through Distribution Number: _____

Requesting Department Head Signature: _____

AUTHORIZATION

We, the undersigned, have reviewed the above-described information and do hereby authorize entering into a contract as specified. To the best of our knowledge, after reasonable inquiry, no elected official, officer or employee of Ingham County has a relationship with this vendor which would create a conflict of interest. The Board Chairperson and County Clerk are authorized to execute the contract subject to approval as to form by the County Attorney.

Purchasing Director's Signature _____
Date

Controller/Administrator's, Signature _____
Date

Chairperson's Signature, Liaison Committee _____
Date

Chairperson's Signature, Finance Committee _____
Date

Board Chairperson's Signature _____
Date

This form is not a contract. Please forward completed form with all supporting documents to County Attorney. Contracts must be submitted to Board of Commissioners Office for the Board Chairperson's signature. **Board Chair is the only authorized signatory for Ingham County.** Follow Contract Procedures as described in Resolution #23-141 distributing fully executed contract and attachments to vendor, Director of Finance & Budget (Electronic copy), County Attorney (Electronic Copy), and Purchasing (Contract Authorization Forms).