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KARLA RUEST

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, APRIL 09, 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/89160266022>.

Agenda

Call to Order

Approval of the [March 19, 2025 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Parks Department
 - a. Resolution to Authorize Line Item Transfers for [Meridian Township Trails](#) and Parks Millage Projects
 - b. Resolution to Authorize an Agreement with [Hubbell, Roth & Clark, Inc.](#) for Prime Professional Services for Improvements at Riverbend Natural Area as Part of a Michigan Department of Natural Resources Trust Fund Grant #23-0142
 - c. Resolution to Authorize a Contract with Laux Construction for Improvements to Lake Lansing [Park South Canoe/Kayak Launch](#) as Part of a Michigan Department of Natural Resources Trust Fund Grant #20-0039
 - d. Resolution to Authorize a Contract with [Anderson-Fischer & Associates](#) for Improvements to Lake Lansing Park South as Part of a Michigan Department of Natural Resources Trust Fund Grant #20-0039
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
 - a. Resolution to Approve a Grant with the Michigan Department of Licensing and Regulatory Affairs for the [2025 Remonumentation Project](#)
 - b. Resolution to Adopt the 2025 [County Equalization Report](#) as Submitted with the Accompanying Statements
5. Veterans Affairs Department – Resolution to Secure Funding for [Veteran Benefits Counselor](#) Position #682008 from the Contingency Fund

6. Health Department
 - a. Resolution to Amend Resolution #24-543 for the FY25 [Mid-State Health Network](#) Substance Use Disorder Prevention Contract
 - b. Resolution to Amend Resolution #10-275 with [Nextgen® Healthcare Information](#) Systems, Inc. for Nextgen® Mobile Pro
 - c. Resolution to Authorize an Agreement with [Diversified Public Relations](#)
 - d. Resolution to Accept FY 2025 [Child and Adolescent Health](#) Center Program Funds
 - e. Resolution to Authorize an Agreement with [Kellogg Hotel and Conference](#) Center
 - f. Resolution to Authorize Amendment #2 to the [2024 – 2025 Comprehensive Agreement](#) with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Master Agreement
 - g. Resolution to Authorize Agreements with the Michigan Community Health Network, Welch Allyn, and RetinaVue P.C. [for Retinal Screening](#)
 - h. Resolution to Authorize an Agreement with Maternal [Infant Health Plan Electronic](#) Medical Records Services
 - i. Resolution to Authorize an Agreement with Firm to Recruit a [Deputy Health Officer](#)/Executive Director for the Community Health Centers
 - j. Resolution to Authorize Extending Resolution #23-412 with Michigan Public Health Institute for Distribution of the United States Department of Justice Edward [Byrne Justice Assistance Grant](#)
 - k. Resolution to Authorize Extending Resolution #24-034 With Michigan Public Health Institute for Administrative Support to Operate Year Three of the [Lansing/Ingham Peacemaker Fellowship®](#)
 - l. Resolution to Authorize Extending Resolution #21-632 with [Cross Country Staffing, Inc.](#) for John LeGlagen Hall, DDS
 - m. Community Health Center Finances (*Presentation*)
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. 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)
 - b. Resolution to Authorize an Agreement with the Michigan Department of Transportation for a Legislative Earmark Project on [Kirby Road and Kinneville Road](#)
 - c. Resolution to Authorize an [Agreement with Delhi Township](#) for the 2025 Local Road Program
 - d. 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](#)
 - e. 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. Environmental Sustainability Office – Resolution to Accept a Grant to Initiate Development of Ingham County’s [Materials Management Plan](#)
12. Sheriff’s Office – Resolution to Authorize the Ingham County Sheriff’s Office to Purchase Radio [Conversion Kits and Public Address Microphones](#)
13. Homeland Security & Emergency Management
 - a. Resolution to Authorize a Per Diem for the Ingham County [Regional Planner when Serving](#) as the Region 1 Lead Regional Planner
 - b. Resolution to Authorize an Equipment Purchase from [Connected Solutions Group, LLC](#) for Two Mobile Command Center Portable Data Networks
14. 9-1-1 Central Dispatch Center
 - a. Resolution to Amend Resolution #25-051 by Accepting Grant Money to Assist in Acquiring [Call Simulator Platform](#) from Priority Dispatch for the Ingham County 9-1-1 Center
 - b. Resolution to Authorize the Purchase of Policy Management and Training Platform for the 9-1-1 [Center from PowerDMS](#)
 - c. Resolution to Authorize the Ingham County 9-1-1 Central Dispatch Center to Renew the Service and Support Contract with [Solacom for Telephony System](#) and Equipment
15. Board of Commissioners – Resolution to Authorize Membership with [the Capital Council of Governments](#)
16. 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

FINANCE COMMITTEE

March 19, 2025

Draft Minutes

Members Present: Sebolt, Morgan, Grebner, Tennis, Polsdofer, Cahill, Maiville, and Ruest.

Members Absent: None.

Others Present: Michael Townsend, Gregg Todd, Anika Ried and others.

The meeting was called to order by Chairperson Morgan 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/89160266022>.

Approval of the March 5, 2025 Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE MARCH 5, 2025 FINANCE COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

9. 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

None.

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

1. Sheriff's Office

- a. Resolution to Authorize the Ingham County Sheriff's Office to Sell One Used Patrol Vehicle to the Ingham Intermediate School District
- b. Resolution to Purchase Thermal Binoculars for the Sheriff's Office K-9 Team
- c. Resolution to Authorize the Purchase and Added Equipment Costs of One Ford Explorer for the Sheriff's Office Traffic Unit

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. Fairgrounds – Resolution to Authorize Funding for the Repairs at the Ingham County Fairgrounds
5. Health Department
 - a. Resolution to Authorize an Agreement with Graphic Sciences, Inc. for the Transport, Storage, and Retrieval of Health Department Files
 - b. Resolution to Authorize an Agreement with the Corporation for National and Community Services for FY25-26 AmeriCorps Vista Grant Funding
 - c. Resolution to Authorize an Agreement with Dr. Saif Fatteh for Dermatology Services
 - d. Resolution to Amend Resolution #22-103 for Dental Service Agreements
 - e. Resolution to Authorize a Dental Services Agreement with Dr. Daniel Sadler, DDS
 - f. Resolution to Authorize a Purchase Order for New Dental Operator Chairs for Forest Community Health Center
 - g. Resolution to Authorize Agreements for the Region 7 Perinatal Quality Collaborative with Barry-Eaton District Health Department and Mid-Michigan District Health Department
6. 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
7. 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
8. 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
9. 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

10. Controller's Office

- a. Request to Approve General Fund Positions
- b. Resolution to Amend General Fund Position Hiring Freeze Process

Commissioner Sebolt disclosed, under Agenda Item No. 9c, that the United Auto Workers (UAW) Technical Office & Professionals (TOPS) was affiliated with their employer, the Michigan American Federation of Labor and Congress of Industrial Organizations (AFL-CIO), through their international union.

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

9. Human Resources Department

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

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

Commissioner Tennis stated that the resolution deserved some discussion, as everyone was aware of the fiscal issues with the Community Health Centers (CHC) that they were trying to straighten out. Commissioner Tennis further stated that the Interim CHC Director would be leaving soon, and there was no question they needed to pass the resolution based on recommendations from various experts in the field.

Commissioner Tennis stated they wanted to note how conflicted they were, because while they were looking at an increase for the person at the top of the chain, they were still looking to trim ranks in other positions, so they expected this would not be great for morale. Commissioner Tennis further stated that some suggestions they had received from the CHC staff were reducing administration costs and positions, as opposed to reducing front line staff, and they assumed those were all under consideration.

Commissioner Tennis stated they wanted to note their trepidation, knowing it would send a negative signal to front line CHC staff who were providing care to Ingham County residents on a delay basis.

Commissioner Maiville stated he had spoken with Gregg Todd, Controller, about the resolution as he did have the same concern.

Todd stated had put out a Request for Proposal (RFP) for recruiting services and one of the firms had replied they could not bid on it because the compensation for the position was so low they would not find anyone to fill the position, so they had to reinvestigate it. Todd further stated they understood Commissioner Tennis' concerns, but they had to be sure they had someone to effectively run the CHCs and the proposed compensation rate would get someone qualified.

Commissioner Grebner stated, on a counter-cyclical note, that if they personally ever communicated an impression to others, it should be that they cared very much that the County was well-run and they did not take unreasonable risks, so it seemed that having a weak administrator would be sending a message that the County did not mind chaos, large losses, and they would take their chances. Commissioner Grebner further stated that if that made others unhappy because their salary was not as high, then they were not sensitive to that, as they were sensitive to their duty to to run the County well and putting qualified people in positions.

Commissioner Grebner stated they had seen any number of times that the County had seven figure disasters due to weak management, and it was important that top management be fully competent in order to run the organizations they were in charge of. Commissioner Grebner further stated that sometimes wages in the County were low enough that they were not competitive, and they were worried about who was willing to apply and stay in Ingham County.

Commissioner Grebner stated it was not about the message it sent to other employees, as they understood they were alone in that view. Commissioner Grebner further stated they wanted to send the message that they worried about receiving hundreds of millions of dollars of public money while providing hundreds of millions of dollars worth of services and not having occasional stumbles where large amounts of money was wasted, lives were put at risk, or services were damaged.

Commissioner Tennis asked how the proposed compensation rate compared to the Medical Health Officer, as this position would be subordinate to the Medical Health Officer.

Todd stated it would be lower than the Medical Health Officer.

Chairperson Morgan stated he wanted to echo the statements of Commissioner Grebner, and assured them they were not alone. Chairperson Morgan further stated that for a position like this, if they wanted to attract the best and brightest, they had to pay for it.

Chairperson Morgan stated he understood that CHC staff would be upset, but if the they could get a good leader it would benefit morale in the long run, and bargain basement leadership would only make morale worse. Chairperson Morgan further stated that it was understandable that employees would be upset, but making sure they had someone to do the job well and making sure staff was happy with long-term jobs was more important.

Commissioner Sebolt stated this position would define whether they were hiring more people or firing more people.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

Commissioner Cahill stated that Recycle Rama was coming up, Arbor Day was in April, and March was National Reading Month.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:26 p.m.

APRIL 9, 2025 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

1a. Parks Department- *Resolution to Authorize Line Item Transfers for Meridian Township Trails and Parks Millage Projects*

This resolution authorizes line item transfers and contract amendments for Meridian Township's Trails and Parks Millage projects. Due to difficulties securing easements and land acquisition challenges, funds from the East Lansing Northern Tier Trail Connection (TR080) are reallocated to the MSU to Lake Lansing Trail, Phase I (TR031) to cover stabilization costs from storm damage. The resolution also extends the TR031 project completion date to June 1, 2026.

1b. Parks Department- *Resolution to Authorize an Agreement with Hubbell, Roth & Clark, Inc. for Prime Professional Services for Improvements at Riverbend Natural Area as Part of a Michigan Department of Natural Resources Trust Fund Grant #23-0142*

This resolution authorizes an agreement with Hubbell, Roth & Clark, Inc. for professional consulting services related to improvements at Riverbend Natural Area within Burchfield County Park, funded by a Michigan Department of Natural Resources Trust Fund Grant. The contract, not to exceed \$59,860, covers topographical surveying, design development, permitting, bidding, construction administration, and grant administration over a three-year period starting January 1, 2026. A 10% contingency of \$5,986 is also approved for additional work.

1c. Parks Department- *Resolution to Authorize a Contract with Laux Construction for Improvements to Lake Lansing Park South Canoe/Kayak Launch as Part of a Michigan Department of Natural Resources Trust Fund Grant #20-0039*

This resolution authorizes a contract with Laux Construction for improvements to the canoe/kayak launch at Lake Lansing Park South, funded by a Michigan Department of Natural Resources Trust Fund grant. The project includes demolishing and replacing the existing dock and kayak launch, with a contract amount not to exceed \$91,300. A contingency fund of \$10,484 is also approved for additional work, to be allocated between Laux Construction and Anderson-Fischer & Associates.

1d. Parks Department- *Resolution to Authorize a Contract with Anderson-Fischer & Associates for Improvements to Lake Lansing Park South as Part of a Michigan Department of Natural Resources Trust Fund Grant #20-0039*

This resolution authorizes a contract with Anderson-Fischer & Associates for accessible parking lot improvements at Lake Lansing Park South, funded by a Michigan Department of Natural Resources Trust Fund grant. The project includes creating ADA-accessible parking spaces, improving drainage, and installing a bio-swale with native plants. The contract is for a total of \$423,216, after a voluntary deduction of \$59,000 from the base bid of \$482,216. A contingency fund of \$10,484 is approved for additional work, and the Controller/Administrator is authorized to transfer project funds.

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.

4a. 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.

4b. Equalization/Tax Mapping – *Resolution to Adopt the 2025 County Equalization Report as Submitted with the Accompanying Statements (To be Distributed at Meeting)*

This resolution adopts the 2025 County Equalization Report as submitted by Equalization Director.

5. Veteran's Affairs Office – *Resolution to Secure Funding for Veteran Benefits Counselor Position #682008 from the Contingency Fund*

This resolution seeks to secure alternative funding for the Veteran Benefits Counselor position in Ingham County due to a reduction in the County Veteran Service Fund Grant (CVSFG) caused by a miscalculation. The resolution utilizes the Contingency Fund to cover the position's costs from April 1, 2025, through December 31, 2025, not to exceed \$130,326.42, should state funding not be restored. Additionally, the remaining FY25 CVSFG balance will support marketing and emergency assistance for veterans. The county will continue working with state agencies to restore the funding shortfall.

6a. Health Department - *Resolution to Amend Resolution #24-543 for the FY25 Mid-State Health Network Substance Use Disorder Prevention Contract*

This resolution amends Resolution #24-543 to include an additional \$85,002 in funding from Mid-State Health Network's Opioid Settlement Funds for opioid remediation activities. The funding, effective from April 1, 2025, to September 30, 2025, will support harm reduction supply distribution and the hiring of a .50 FTE Community Health Representative (CHR III) to assist individuals with Opioid Use Disorders (OUD) in accessing treatment, harm reduction services, and health plan support.

6b. Health Department - *Resolution to Amend Resolution #10-275 with Nextgen® Healthcare Information Systems, Inc. for Nextgen® Mobile Pro*

This resolution amends Resolution #10-275 to authorize the purchase of NextGen® Mobile Pro Ambient Assist subscriptions for Ingham County Health Department's Community Health Centers. This AI-powered tool enhances provider efficiency by streamlining documentation within the Electronic Health Record (EHR). The agreement includes nine unlimited licenses at \$449 per month each, totaling \$48,492 annually, plus a one-time implementation fee of \$350 in the first year. The cost will be covered by CHC operating budgets.

6c. Health Department - *Resolution to Authorize an Agreement with Diversified Public Relations*

This resolution authorizes Ingham County Health Department's Community Health Centers (CHCs) to enter into a consulting agreement with Diversified Public Relations to assist with the 2026 Service Area Competition (SAC) grant application. The contract, effective from May 1, 2025, to August 30, 2025, will not exceed \$24,700 and will be funded through CHC operating funds. If approved, the grant will provide continued federal funding for the CHCs.

6d. Health Department - *Resolution to Accept FY 2025 Child and Adolescent Health Center Program Funds*

This resolution authorizes the Ingham County Health Department (ICHHD) to accept up to \$825,000 in funding from the Michigan Department of Health and Human Services (MDHHS) for the FY 2025 Child and Adolescent Health Center (CAHC) program. The funds will support primary and preventative health services for children, adolescents, and families at school-based and school-linked health centers. The funding will be distributed equally among Eastern, Sexton, and Willow Community Health Centers.

6e. Health Department - *Resolution to Authorize an Agreement with Kellogg Hotel and Conference Center*

This resolution authorizes the Ingham County Health Department (ICHHD) to enter into an agreement with Kellogg Hotel and Conference Center to host an all-staff training event on May 28, 2025, for up to \$40,000. The event will provide training, breakout sessions, and discussions on public health, workplace culture, and staff alignment with ICHHD's mission. The cost will be covered by the Public Health and Infrastructure Grant (\$25,000) and the Infection Prevention & Healthcare Grant (\$15,000). The Board Chairperson is authorized to sign necessary contract documents.

6f. Health Department - Resolution to Authorize Amendment #2 to the 2024 – 2025 Comprehensive Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Master Agreement

This resolution authorizes Amendment #2 to the 2024-2025 Comprehensive Agreement between Ingham County and the Michigan Department of Health and Human Services (MDHHS) for public health services. The amendment increases the funding from \$9,992,117 to \$10,163,032, adding \$170,915. Specific budget changes include \$20,915 for the "Good Housing Good Health" program and \$150,000 for the "SDOH Hub Pilot." The agreement period will run from October 1, 2024, to September 30, 2025.

6g. Health Department - Resolution to Authorize Agreements with the Michigan Community Health Network, Welch Allyn, and RetinaVue P.C. for Retinal Screening

This resolution authorizes Ingham County Health Department (ICHHD) to enter into agreements with the Michigan Community Health Network (MCHN), Welch Allyn, and RetinaVue P.C. for retinal screening services from May 1, 2025, to April 30, 2028, with a total cost not exceeding \$18,000. The agreement will provide non-invasive retinal imaging services for diabetic patients at ICHC, using Welch Allyn software for image sharing and diagnosis by an ophthalmologist. MCHN will cover the \$15 overread fee for Medicaid patients, while ICHC will cover the fee for non-Medicaid patients using shared savings from MCHN value-based care earnings.

6h. Health Department - Resolution to Authorize an Agreement with Maternal Infant Health Plan Electronic Medical Records Services

This resolution authorizes Ingham County Health Department (ICHHD) to enter into an agreement with MIHP EMR, LLC for a web and mobile-based Electronic Medical Record (EMR) system for the Nurse Family Partnership (NFP). The system, which includes features like messaging, document management, and medical record tracking, will be implemented from January 1, 2025, to December 31, 2028, with a total cost not exceeding \$18,000. The monthly subscription fee is \$500, and the funds are included in the FY 2025 budget.

6i. Health Department - Resolution to Authorize an Agreement with Firm to Recruit a Deputy Health Officer/Executive Director for the Community Health Centers

This resolution authorizes Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) to enter into an agreement with an executive recruiting firm to assist in the recruitment of a Deputy Health Officer/Executive Director. The firm will help develop the ideal candidate profile, conduct outreach to find qualified candidates, screen applications, conduct interviews, and assist in negotiations and onboarding of the selected candidate. The agreement follows a Request for Proposals (RFP) process, and the costs will be covered by a specified budget. The contract will be effective for a defined period, with an amount not to exceed a specified value.

6j. Health Department - Resolution to Authorize Extending Resolution #23-412 with Michigan Public Health Institute for Distribution of the United States Department of Justice Edward Byrne Justice Assistance Grant

This resolution authorizes a one-year, no-cost extension of the agreement with the Michigan Public Health Institute (MPHI) for distributing U.S. Department of Justice Byrne Justice Assistance Grant funds. The extension moves the contract's end date to February 28, 2026, while maintaining the original funding amount of up to \$358,062. These funds support the Advance Peace program, which aims to reduce cyclical gun violence. All other agreement terms remain unchanged, and the Board Chairperson is authorized to sign necessary contract documents.

6k. Health Department - Resolution to Authorize Extending Resolution #24-034 With Michigan Public Health Institute for Administrative Support to Operate Year Three of the Lansing/Ingham Peacemaker Fellowship®

This resolution authorizes a four-month, no-cost extension of the agreement with the Michigan Public Health Institute (MPHI) for administrative support of the Lansing/Ingham Peacemaker Fellowship® program. The extension moves the contract's end date to June 30, 2025, while maintaining the original funding amount of up to \$513,339. The program aims to reduce cyclical gun violence in urban neighborhoods. All other agreement terms remain unchanged.

6l. Health Department - Resolution to Authorize Extending Resolution #21-632 with Cross Country Staffing, Inc. for John LeGlagen Hall, DDS

This resolution authorizes the extension of Resolution #21-632 with Cross Country Staffing (CCS) for per diem dental services at Forest Dental Health Center. John LeGlagen Hall will continue to provide General Dentistry services from April 4, 2025, to April 17, 2025. The cost for these services will be \$200 per hour for wages, \$0.70 per mile for mileage, and \$150 per workday for lodging, with the total agreement not exceeding \$10,467.20. The cost will be covered by billable patient services.

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 – 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.

9b. 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.

9c. 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.

9d. 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.

9e. 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.

11. Environmental Sustainability Office - Resolution to Accept a Grant to Initiate Development of Ingham County's Materials Management Plan

This resolution approves the acceptance of an \$85,500 grant from the Michigan Department of Environment, Great Lakes, and Energy to initiate the development of Ingham County's Materials Management Plan (MMP). The MMP replaces the county's existing Solid Waste Management Plan, aligning with new state requirements that emphasize sustainable materials management, such as recycling and composting.

12. Sheriff's Office – Resolution to Authorize the Ingham County Sheriff's Office to Purchase Radio Conversion Kits and Public Address Microphones

This resolution authorizes the purchase of radio conversion kits and public address microphones from Mid-Michigan Emergency Equipment for a not to exceed amount of \$12,771.78.

Funding is available through the 2024 Justice Assistance Grant (\$12,702) and the Sheriff's Office Grant Supplies budget (\$69.78).

See memo for details.

13a. Homeland Security & Emergency Management – Resolution to Authorize a Per Diem for the Ingham County Regional Planner when Serving as the Region 1 Lead Regional Planner

This resolution authorizes a per diem of up to \$750/month to the Ingham County Regional Planner (Rob Dale) for services provided when serving in the capacity of Region 1 Lead Regional Planner. Region 1 consists of City of Lansing and Counties of Clinton, Eaton, Gratiot, Hillsdale, Ingham, Jackson, Lenawee, Livingston, and Shiawassee.

Funding is available in current and prior year Homeland Security Grant Program funds.

See memo for details.

13b. Homeland Security & Emergency Management – Resolution to Authorize an Equipment Purchase from Connected Solutions Group, LLC for Two Mobile Command Center Portable Data Networks

This resolution authorizes the purchase of two mobile command center portable data networks from Connected Solutions Group, LLC for at the not to exceed cost of \$9,227.62. These will provide enhanced remote connectivity for a variety of applications such as emergent incidents, pre-planned events, or potential back-up connectivity for critical county services and elections.

Funding is available through the FY22 Homeland Security Grant Program.

See memo for details.

14a. 9-1-1 Central Dispatch Center – Resolution to Amend Resolution #25-051 by Accepting Grant Money to Assist in Acquiring Call Simulator Platform from Priority Dispatch for the Ingham County 9-1-1 Center

This resolution amends Resolution #25-051 to accept \$2,500 in MMRMA grant funds to go toward the call simulator platform.

See memo for details.

14b. 9-1-1 Central Dispatch Center – Resolution to Authorize the Purchase of Policy Management and Training Platform for the 9-1-1 Center from PowerDMS

This resolution authorizes the purchase of policy management and training platform from PowerDMS for a cost of \$41,498.50. The resolution also accepts \$5,000 in MMRMA grants to go toward the project.

The funding for the remaining \$36,498.50 is available in the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

See memo for details.

14c. 9-1-1 Central Dispatch Center – Resolution to Authorize the Ingham County 9-1-1 Central Dispatch Center to Renew the Service and Support Contract with Solacom for Telephony System and Equipment

This resolution authorizes a contract renewal for one year with Solacom for the 9-1-1 telephony system and equipment at a cost of \$92,303.95.

Funding is available in the 9-1-1 Telephone fund.

See memo for details.

15. 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.

PRESENTATION/DISCUSSION/OTHER ITEM:

6m. Health Department – *Community Health Center Finances (Presentation)*

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

	DEPARTMENT: Parks Department
PREPARED BY: Natalie Trotter	MEETING DATE(S): April 7, 2025, April 9, 2025 & April 15, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Trail & Park Millage-Meridian Twp. Request for Funds Reallocated	

ACTION REQUESTED:

Meridian Township is requesting funds be reallocated from Northern Tier Trail (TR080) to MSU to Lake Lansing Connector Trail, Phase 1 (TR031).

SUMMARY OF REQUEST:

TR080 – Meridian Township Northern Tier Trail
 Current Agreement: \$375,000
 Final Cost: \$0
 Adjustment: \$375,000 from TR080 to TR031

It is taking more time than the Township initially anticipated to secure easements for the Northern Tier Trail due to property owner opposition to the project.

The Township will continue working on land acquisition for this trail as time permits. The Township is not abandoning this project, but we don't foresee it being ready to begin construction in the next 3 years. We will look to reapply for funding to construct this trail if/when we can acquire the necessary land and/or find a design that can be constructed in the right-of-way of Towar Ave.

TR031 – MSU to Lake Lansing Connector Trail, Phase I
 Current Agreement: \$1,715,461.49
 Final Cost (ICP Costs Only): \$2,090,461.49
 Adjustment: \$375,000 from TR080 to TR031

We are requesting to reallocate the full \$375,000 from TR080 to TR031 to fund final punch list work on this trail before we close out the construction contract. The vast majority of this funding will be used for embankment stabilization.

In July of 2024, the steep embankment adjacent to the Red Cedar River west of the boardwalk on Phase I of the MSU to Lake Lansing Trail was undermined when the river level rose after a series of storm events. Please see the photos below.

Part of the trail nearly collapsed into the river. We were very fortunate to avoid this. To address this issue long-term, we need to stabilize this embankment. The river rises similar to the conditions that were present in July of 2024 one to four times annually. Therefore, we know this will be a recurring issue if we do not address it.

The Township will use the funds to perform a sheet and shore or timber revetment stabilization to this embankment.

STRATEGIC PLAN RELEVANCE:

Enhance existing recreational resources by linking neighborhoods and schools to parks, waterfronts, recreational centers, and other facilities through a county wide network of non-motorized trails and blueways.

DEPARTMENT MISSION RELATION:

Enhance existing trails & blueways and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural, and business centers throughout Ingham County.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED T&P Millage contract

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$375,000

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 3/10/25

CONTROLLER'S OFFICE: *Janet Cypher* DATE: 3/31/25

Photo 1:



Photo 2:



Photo 3:



Photos 4:



Photo 5:



Photo 6:



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LINE ITEM TRANSFERS
FOR MERIDIAN TOWNSHIP TRAILS AND PARKS MILLAGE PROJECTS**

WHEREAS, through Resolution #17-109, #20-028, #22-235, #22-346, and #24-179, the Ingham County Board of Commissioners authorized entering into contracts with Meridian Township to fund the below projects; and

WHEREAS, Meridian Township millage projects TR080 has had difficult time securing easements due to property are exceeding their budget and reallocating funds from TR031 to cover the overage; and

WHEREAS, Meridian Township is having a difficult time securing easement for the Northern Tier Trail due to property owner opposition to the project; and

WHEREAS, Meridian Township is going to continue working on land acquisition for the trail and will reapply for funding to construct the trail if/when they can acquire the necessary land and/or find a design that can be constructed in the right-of-way Towar Ave in the future; and

WHEREAS, the steep embankment adjacent to the Red Cedar River west of the Phase I boardwalk of the MSU to Lake Lansing Trail was undermined by rising river levels following recent storms, causing a near-collapse of the trail; and

WHEREAS, to prevent further damage and ensure long-term stability, the embankment requires stabilization; and

WHEREAS, Meridian Township millage projects TR031 has expired or about to expire; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreements, listed below, with Meridian Township:


Contract Title	Project #	Current Contract Amount	New Amount Authorized	Total Revised Contract Amount	Account #
MSU to Lake Lansing Trail, Phase I	TR031	\$1,715,461.49	\$375,000 from TR031	\$2,090,461.49	228-62800-967000-TR031
East Lansing NTT Connection	TR080	\$375,000	Reallocate \$375,000 to TR031	\$0.00	228-62800-967000-TR080

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR031 need to be extended to complete these projects see table below:

These Project listed below only extending date of Project				
Contract Title	Project #	Expired Date	Date to extended project	Account#
MSU to Lake Lansing Trail, Phase I	TR031	12/31/24	6/1/26	228-62800-96700-TR031

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

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

	DEPARTMENT: Parks Department
PREPARED BY: Kelly Burkholder, Office Coordinator	MEETING DATE(S): April 7 (Human Services), April 9 (Finance)
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Agreement with Hubbell, Roth & Clark, Inc. for prime professional services	

ACTION REQUESTED:

Agreement with Hubbell, Roth & Clark, Inc, prime professional services, effective January 1, 2026 for a period of three years for the purpose of making improvements to Riverbend Natural Area. The Ingham County Parks has been awarded a DNR Grant (TF#23-0142).

SUMMARY OF REQUEST:

This resolution authorizes an agreement with Hubbell, Roth & Clark, Inc. for improvements to the Riverbend Natural Area. Ingham County Parks proposed improvements at Riverbend Natural Area (part of Burchfield Park) will upgrade and provide better American’s with Disabilities Act (ADA) accessibility at the park. This work will include improving river and fishing access along the Grand River by providing a universally accessible fishing dock, replacing the existing stairs and dock at the river, riverbank stabilization, and new paved walkways. The project will also provide amenities to improve ADA accessibility at the park including ADA paved parking spaces, a picnic node with a picnic table and grill, a bench, a pad for an ADA porta-john, and an interpretive sign. The project will also remove and replace the boardwalk/bridge over Peppermint Creek with a widened 8 feet boardwalk/bridge to allow passage of park utility vehicles and maintenance equipment (weight capacity to be determined during design development phase).

STRATEGIC PLAN RELEVANCE:

This resolution approves a contract that enhances affordable recreational opportunities across the county by ensuring accessibility to recreational areas, fostering a welcoming environment for all and promoting environmental sustainability.

DEPARTMENT MISSION RELATION:

This Resolution approves a contract that will improve park accessibility for visitors of all ages and abilities.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$59,860.00 plus \$5,986.00 (contingency)

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 3/10/25

CONTROLLER’S OFFICE: *Jared Cooper* **DATE:** 3/31/25

TO: Tim Morgan, Director, Parks Department
FROM: Kristen Romo, Director of Purchasing
DATE: January 24, 2025
RE: Memorandum of Performance for RFP No. 240-24 Prime Professional Consulting Services for Riverbend Natural Area Improvements

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract for prime professional services to develop a phased plan for improvements at Riverbend Natural Area.

The scope of work includes, but is not limited to, improving river and fishing access along the Grand River by providing a universally accessible fishing dock, removing and replacing the existing stairs and dock at the river, riverbank stabilization, and new paved walkways. The project will also provide amenities to improve ADA accessibility at the park including ADA paved parking spaces, a picnic node with a picnic table and grill, a bench, a pad for an ADA porta-john, and an interpretive sign. The project will also remove & replace the boardwalk/bridge over Peppermint Creek with a widened 8ft. boardwalk/bridge to allow passage of park utility vehicles and maintenance equipment.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	132	38
Vendors attending pre-bid/proposal meeting	10	7
Vendors responding	8	6

A summary of the vendors' costs is located on the next page.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at kromo@ingham.org or by phone at 676-7309.

Vendor: ROWE Professional Services Company	Local: No, Flint MI	Vendor: Wolverine Engineers & Surveyors	Local: Yes, Mason MI	Vendor: PEA Group	Local: Yes, Okemos MI
Topographical Survey	\$10,650.00	Topographical Survey	\$8,950.00	Data Collection & Programming	\$3,500.00
Design Development	\$31,270.00	Design Development	\$24,575.00	Topographical Survey	\$5,000.00
Permitting	\$3,540.00	Permitting	\$13,400.00	Geotechnical Investigation	\$8,000.00
Bidding Phase	\$2,000.00	Bidding Phase	\$6,700.00	Permitting	\$3,500.00
Construction Administration	\$8,660.00	Construction Administration	\$26,825.00	Due Diligence and Conceptual Planning	\$7,500.00
Grant Administration	\$1,750.00	Grant Administration	\$8,950.00	Design Development	\$10,000.00
Reimburseable Expenses	\$9,950.00	Reimburseable Expenses	\$3,500.00	Structural Engineering Services	\$23,000.00
Total Cost	\$67,820.00	Total Cost	\$92,900.00	EGLE Permit Assistance	\$6,000.00
				Construction Administration	\$8,500.00
Vendor: Hubbell, Roth & Clark	Local: Yes, Holt MI	Vendor: GZA GeoEnvironmental	Local: No, Grand Rapids MI	Grant Administration	\$5,000.00
Topographical Survey	\$2,760.00	Topographical Survey	\$10,000.00	Reimburseable Expenses	See packet for details
Design Development	\$26,410.00	Design Development	\$28,450.00	Total Cost	\$80,000.00
Permitting	\$3,560.00	Permitting	\$7,500.00	Additional Services	
Bidding Phase	\$1,290.00	Bidding Phase	\$2,500.00	Tree Survey	\$1,500.00
Construction Administration	\$22,200.00	Construction Administration	\$7,000.00	Wetland Delineation	\$3,500.00
Grant Administration	\$1,140.00	Grant Administration	\$2,500.00	EGLE Pre-Application On-Site Meeting	\$3,000.00
Reimburseable Expenses	\$2,500.00	Reimburseable Expenses	\$1,500.00	Threatened and Endangered Desktop Survey and Rep	\$2,500.00
Total Cost	\$59,860.00	Soil Boring	\$5,550.00	Existing Floodplain Data Collection and Review	\$1,000.00
		Total Cost	\$65,000.00		
Vendor: Spalding DeDecker	Local: Yes, Lansing MI	Vendor: Spicer Group	Local: Yes, East Lansing MI	Vendor: Mannik & Smith Group	Local: Yes, Okemos MI
Topographical Survey	\$3,620.00*	Topographical Survey	\$10,000.00	Topographical Survey	\$12,149.00
Design Development	\$18,100.00	Design Development	\$40,100.00	Design Development	\$73,347.00
Permitting	\$6,600.00	Permitting	\$8,500.00	Permitting	\$6,776.00
Bidding Phase	\$1,250.00	Bidding Phase	\$2,500.00	Bidding Phase	\$3,551.00
Construction Administration	\$11,000.00	Construction Administration	\$2,800.00	Construction Administration	\$54,463.00
Grant Administration	\$5,000.00	Grant Administration	\$11,300.00	Grant Administration	\$3,795.00
Reimburseable Expenses - Estimated Soil Borings	\$12,000.00	Reimburseable Expenses	See packet for details	Reimburseable Expenses	N/A
Rock Solid Bridge Engineering	\$15,000.00			Total Cost	\$154,081.00
Total Cost	\$72,570.00	Total Cost	\$75,200.00		
	*See packet for additional information				

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HUBBELL, ROTH & CLARK, INC. FOR
PRIME PROFESSIONAL SERVICES FOR IMPROVEMENTS AT RIVERBEND NATURAL AREA
AS PART OF A MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT
#23-0142**

WHEREAS, the Parks Department solicited proposals from experience vendors for the purpose of entering into a contract for prime professional consulting services for Riverbend Natural Area Improvements within Burchfield County Park; and

WHEREAS, the Parks Department recommends prime professional services for the topographical survey, design development, permitting, bidding phase, construction administration, and grant administration; and


WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Hubbell, Roth & Clark, Inc, a registered-local vendor and the lowest responsive bidder in compliance with the Ingham County Purchasing Policies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Hubbell, Roth & Clark, Inc. for the topographical survey, design development, permitting, bidding phase, construction administration and grant administration for improvements at Riverbend Natural Area for an amount not to exceed \$59,860, effective January 1, 2026 for a period of three years.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency not to exceed \$5,986 (10%) to cover any additional work items, expenditures of which must be mutually agreed upon in writing between the Parks Director (or designee) and Hubbell, Roth & Clark, Inc. before work on such work items is begun.

BE IT FURTHER RESOLVED, that there are funds available in line item 228-62800-967000-TR090.

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: Parks Department
PREPARED BY: Kelly Burkholder, Office Coordinator	MEETING DATE(S): April 7 (Human Services), April 9 (Finance)
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Contract with Laux Construction for improvements to Lake Lansing Park South Canoe/Kayak launch	

ACTION REQUESTED:

Agreement with Laux Construction for the purpose of making improvements to the Lake Lansing Park South fishing boat docks to add an accessible Canoe/Kayak Launch.

SUMMARY OF REQUEST:

This Resolution authorizes an agreement with Laux Construction for demolition (removal of one small part of the existing dock section) and add an accessible dock/kayak launch. This project is part of a Michigan Department of Natural Resources Trust Fund grant (TF#20-0039) awarded to the Parks in the past (Resolution #21-380).

STRATEGIC PLAN RELEVANCE:

This resolution approves a contract that enhances affordable recreational opportunities across the county by ensuring accessibility to recreational areas, fostering a welcoming environment for all and promoting environmental sustainability.

DEPARTMENT MISSION RELATION:

This Resolution approves a contract that will improve park accessibility for visitors of all ages and abilities.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$91,300 plus a combined contingency with Anderson-Fischer & Associates not to exceed \$10,484

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 3/10/25

CONTROLLER'S OFFICE: *Jared Cypher* **DATE:** 3/31/25

TO: Timothy Morgan, Director, Parks Department

FROM: Kristen Romo, Director of Purchasing

DATE: February 26, 2025

RE: Memorandum of Performance
for RFP No. 8-25 Lake Lansing Park South Canoe/Kayak Launch

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract to improve the canoe/kayak launch at Lake Lansing Park, South, in accordance with the plans and specifications provided by the County's consultant, Spicer Group.

The scope of work includes, but is not limited to, removing an existing dock, furnishing and installing an ADA compliant launch.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	96	18
Vendors responding	1	1

Summary of the vendor's costs :

Vendor Name	Local Preference	Total Amount of Bid	Proposed Completion Date
Laux Construction	Yes, Mason MI	\$91,300.00	August 8, 2025

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at kromo@ingham.org or by phone 517-676-7309.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH LAUX CONSTRUCTION
FOR IMPROVEMENTS TO LAKE LANSING PARK SOUTH CANOE/KAYAK LAUNCH AS PART
OF A MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT #20-0039**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for making improvements to Lake Lansing Park South Canoe/Kayak launch; and

WHEREAS, this project is part of a Michigan Department of Natural Resources Trust Fund grant #TF20-0039 awarded to the Parks in the past (Resolution #21-380); and

WHEREAS, this general scope of work includes, but is not limited to 1) demolition and removal of existing dock section, 2) replacing dock/kayak launch; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Laux Construction; and

WHEREAS, there are available funds in line item 228-75999-974000-9P14.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Laux Construction for a total not to exceed \$91,300.


BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency fund, not to exceed \$10,484, to be allocated between Laux Construction (RFP #8-25) and Anderson-Fischer & Associates (RFP #9-25).

BE IT FURTHER RESOLVED, that this contingency is intended to cover additional work items to be completed by staff in-house or expenditures by Laux Construction or Anderson-Fischer & Associates.

BE IT FURTHER RESOLVED, that any such work items must be mutually agreed upon in writing by the Parks Director (or designee) and Laux Construction or Anderson-Fischer & Associates prior to the commencement of work.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the project from line item 228-75999-974000-9P14 to line item 228-75999-974000-TR134.

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: Parks Department
PREPARED BY: Kelly Burkholder, Office Coordinator	MEETING DATE(S): April 7 (Human Services), April 9 (Finance)
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Lake Lansing Park South Improvement Contract with Anderson-Fischer & Associates	

ACTION REQUESTED:

Agreement with Anderson-Fischer & Associates for the purpose of paving parking lot and ADA improvements to the lot at Lake Lansing Park South.

SUMMARY OF REQUEST:

This resolution authorizes an agreement with Anderson-Fischer & Associates for accessible parking lot improvements at Lake Lansing Park South. This project is part of a Michigan Department of Natural Resources Trust Fund grant (TF#20-0039) awarded to the Parks in the past (Resolution #21-380).

STRATEGIC PLAN RELEVANCE:

This resolution approves a contract that enhances affordable recreational opportunities across the county by ensuring accessibility to recreational areas, fostering a welcoming environment for all and promoting environmental sustainability.

DEPARTMENT MISSION RELATION:

This resolution approves a contract that will improve park accessibility for visitors of all ages and abilities.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$482,216 with a voluntary deduct (-)\$59,000 for a total of \$423,216 plus a combined contingency with Laux Construction not to exceed \$10,484

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 3/10/25

CONTROLLER'S OFFICE: *Jared Cypher* **DATE:** 3/31/25

TO: Timothy Morgan, Director, Parks Department
FROM: Kristen Romo, Director of Purchasing
DATE: February 26, 2025
RE: Memorandum of Performance
for RFP No. 9-25 Lake Lansing Park South (LSS) Improvements

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract for the purpose of improvements to Lake Lansing Park, South in accordance with the plans and specifications as provided by the County's consultant, Spicer Group.

The scope of work includes, but is not limited to, improving the parking lot, sidewalks and landscaping.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	59	14
Vendors responding	3	2
Unresponsive vendors	2	2

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at kromo@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Total Amount of Bid	Alternate Proposed Completion	Alternate: Use 22A Natural in lieu of 22A Limestone
Anderson-Fischer & Associates	Yes, Mason MI	\$ 482,216.00	No	\$ (59,000.00)
American Asphalt Inc.	Yes, Lansing MI	\$ 541,500.00	9/30/2025	
Leavitt & Starck Excavating	No, Lansing MI (Clinton County)	\$ 544,418.00	10/15/2025	
Rieth-Riley Construction Co. Inc.	Yes, Mason MI	Unresponsive - missing bid bond		
Michigan Paving and Materials Co.	Yes, Lansing MI	Unresponsive - missing bid bond		

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH ANDERSON-FISCHER & ASSOCIATES
FOR IMPROVEMENTS TO LAKE LANSING PARK SOUTH AS PART OF A MICHIGAN
DEPARTMENT OF NATURAL RESOURCES TRUST FUND GRANT #20-0039**

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for accessible parking lot improvements to Lake Lansing Park South; and

WHEREAS, this project is part of a Michigan Department of Natural Resources Trust Fund grant TF#20-0039 awarded to the Parks in the past (Resolution #21-380); and

WHEREAS, this general scope of work includes, but is not limited to 1) ADA accessible parking spaces, 2) drainage improvements around the newly paved parking area, 3) bio-swale and native plants; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Anderson-Fischer & Associates; and

WHEREAS, there are available funds in line item 228-75999-974000-9P14.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with Anderson-Fischer & Associates for the base bid of \$482,216 with a voluntary deduct of (-) \$59,000 for a total of \$423,216 for improvements at Lake Lansing Park South.


BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contingency fund, not to exceed \$10,484, to be allocated between Laux Construction (RFP #8-25) and Anderson-Fischer & Associates (RFP #9-25).

BE IT FURTHER RESOLVED, that this contingency is intended to cover additional work items to be completed by staff in-house or expenditures by Laux Construction or Anderson-Fischer & Associates.

BE IT FURTHER RESOLVED, that any such work items must be mutually agreed upon in writing by the Parks Director (or designee) and Laux Construction or Anderson-Fischer & Associates prior to the commencement of work.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the project from line item 228-75999-974000-9P14 to line item 228-75999-974000-TR134.

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: 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: _____ *Alan Fox* **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.

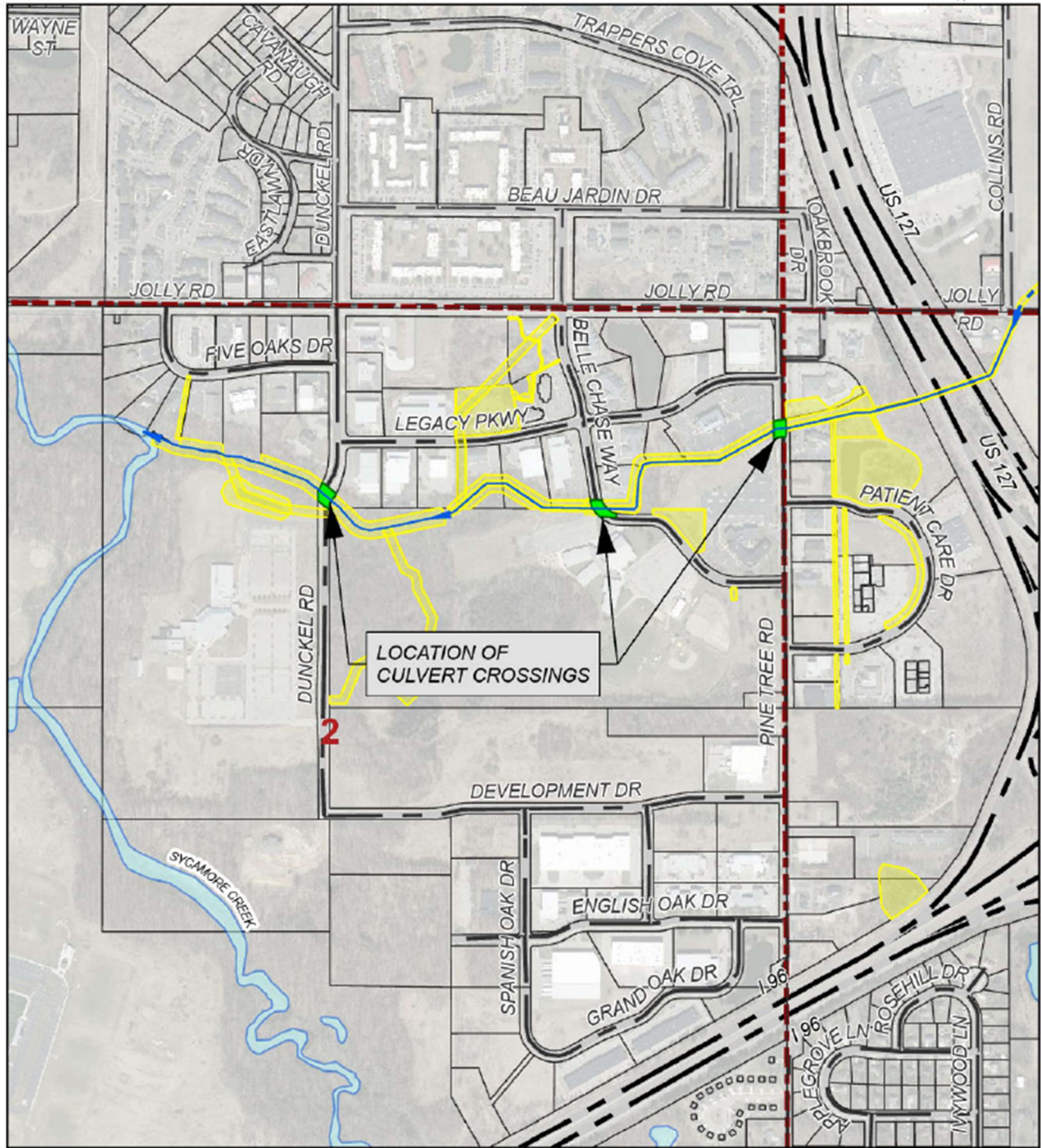
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with this resolution and approved as to form by the County Attorney.



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

ACTION REQUESTED:

In compliance with MCL 211.34, as amended, the Board of Commissioners of Ingham County shall approve and adopt a County Equalization Report for 2025 showing the county equalized value (CEV) of all taxable property. County may appoint the Equalization Director to represent the county in all matters of equalization before the State Tax Commission on May 12 and May 26, 2025 if needed pursuant to MCL 209.7.

SUMMARY OF REQUEST:

Equalization and Tax Mapping Department has examined the assessment rolls of the sixteen townships and five cities of Ingham County and have found the assessments to be equally and uniformly assessed as reported.

STRATEGIC PLAN RELEVANCE:

Good Governance – Be open, transparent and accountable with the public we serve, including erring on the side of disclosure whenever possible. Service to Residents – Strengthen our local economy by partnering with other public, private, and non-profit entities to advance coordinated economic development activities.

DEPARTMENT MISSION RELATION:

The Equalization Department advises and assists the Board of Commissioners in equalizing property tax assessments on a county-wide basis. In conformance with state directives the Department conducts annual sales and appraisal studies. These studies are used to equalize assessed values for each class of property in each of the twenty-one local units of government within Ingham County.

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:** _____

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT THE 2025 COUNTY EQUALIZATION REPORT AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS

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

WHEREAS, the Equalization and Tax Mapping Department recommends adoption of the 2025 County Equalization Report with a 2025 County Equalized Value (CEV) of the real and personal property in the total combined amount of **\$14,498,253,223**. This is an increase of **16.99** percent over the 2024 State Equalized Value (SEV) of **\$13,579,695,680**.

Real Property:

Agricultural	\$564,361,727
Commercial	\$3,240,210,539
Industrial	\$339,058,194
Residential	\$9,523,095,708
TOTAL REAL	\$13,666,726,168

Personal Property:


Commercial	\$250,574,452
Industrial	\$49,053,257
Utility	\$531,899,346
TOTAL PERSONAL	\$831,527,055

GRAND TOTAL\$14,498,253,223

WHEREAS, this item has been reviewed and recommended by the Finance Committee for approval by the Board of Commissioners.

THEREFORE, BE IT RESOLVED, that in compliance with MCL 211.34, as amended, the Board of Commissioners of Ingham County approve and adopt the 2025 Ingham County Equalization Report as the equalized value of all taxable property.

BE IT FURTHER RESOLVED that the Board of Commissioners of Ingham County hereby appoint Director of Equalization and Tax Mapping, Rosemary Anger, to represent Ingham County in matters of equalization before the State Tax Commission pursuant to MCL 209.7.

	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: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Amendment to Resolution #24-543 for FY25 MSHN SUD Prevention Contract	

ACTION REQUESTED:

Amending Resolution #24-543 for the FY25 Mid-State Health Network (MSHN) Substance Use Disorder (SUD) Prevention Contract with Ingham County Health Department (ICHD) to include \$85,002 for MSHN Opioid Settlement Funds for MSHN-approved opioid remediation activities.

SUMMARY OF REQUEST:

Ingham County Health Department (ICHD) wishes to amend Resolution #24-543 for the FY25 MSHN SUD Prevention Agreement by accepting \$85,002 in additional funds from MSHN awarded through the competitive MSHN FY25 Opioid Settlement Funds grant, effective April 1, 2025 through September 30, 2025. This funding award will allow ICHD to distribute harm reduction supplies to people with Opioid Use Disorders (OUD) and for hiring a .50 FTE CHR III position (matched with Medicaid Outreach funding) to assist individuals with OUD in accessing treatment, harm reduction services and supports, and in providing health plan navigation, application support, and health plan enrollments and reactivations. In support of this project, ICHD will fund position #601043, a .50 FTE CHR III position currently vacant and unfunded.

STRATEGIC PLAN RELEVANCE:

This resolution supports Ingham County’s strategic plan goal of promoting the practice of public health and safety through collaboration and messaging.

DEPARTMENT MISSION RELATION:

This resolution supports ICHD’s mission to protect, improve and advocate for the health and well-being of the community by identifying and advancing the conditions under which all people can achieve optimum health.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$85,002

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: *David Cooper* DATE: 3/31/25

Introduced by the Human Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #24-543 FOR THE FY25 MID-STATE HEALTH NETWORK SUBSTANCE USE DISORDER PREVENTION CONTRACT

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #24-543 for the FY25 Mid-State Health Network (MSHN) Substance Use Disorder (SUD) Prevention Contract with ICHD, to include an additional \$85,002 in funding for MSHN's Opioid Settlement Funds designated for opioid remediation activities; and

WHEREAS, these additional funds from MSHN were awarded through the competitive MSHN FY25 Opioid Settlement Funds grant and will be effective April 1, 2025 through September 30, 2025; and

WHEREAS, this funding award is designated to ICHD for distributing harm reduction supplies to people with Opioid Use Disorders (OUD) and for hiring a .50 FTE CHR III position (matched with Medicaid Outreach funding) to assist individuals with OUD by accessing treatment, harm reduction services and supports, and by providing health plan navigations, application support, and health plan enrollments and reactivations; and

WHEREAS, in support of this project, ICHD will fund position #601043, a .50 FTE CHR III position currently vacant and unfunded; and

WHEREAS, the Medical Health Officer recommends that Ingham County Board of Commissioners authorize amending Resolution #24-543 for additional grant funding from MSHN for the FY25 Opioid Settlement Funds grant effective April 1, 2025 through September 30, 2025 in an amount not to exceed \$85,002.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #24-543 for additional grant funding from MSHN for the FY25 Opioid Settlement Funds grant effective April 1, 2025 through September 30, 2025 in an amount not to exceed \$85,002.

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

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #10-275 WITH NEXTGEN® HEALTHCARE INFORMATION SYSTEMS, INC. FOR NEXTGEN® MOBILE PRO

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to amend Resolution #10-275 with NextGen® Healthcare Information Systems, Inc., to purchase NextGen® Mobile Pro Ambient Assist subscriptions, effective April 1, 2025 for a total amount not to exceed \$48,492 plus a one-time first year fee of \$350; and

WHEREAS, NextGen® Mobile Pro Ambient Assist is an AI-powered tool, designed to enhance provider efficiency and improve patient care by streamlining documentation and automating tasks within the Electronic Health Record (EHR); and

WHEREAS, the total annual cost includes nine (9) unlimited licenses at a monthly rate of \$449.00 per license/per month, for a total monthly amount not to exceed \$4,041; and

WHEREAS, the total annual cost for year one includes a one-time implementation fee of \$350; and

WHEREAS, the total cost of this agreement will be covered by operating budgets of the CHC locations; and


WHEREAS, the CHC Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc., to purchase NextGen® Mobile Pro Ambient Assist subscriptions, effective April 1, 2025 for a total annual amount of \$48,842 for year one, and \$48,492 per year for subsequent years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #10-275 with NextGen® Healthcare Information Systems, Inc., to purchase NextGen® Mobile Pro Ambient Assist subscriptions effective April 1, 2025 for an annual amount not to exceed \$48,842 for year one, and \$48,492 for subsequent years.

BE IT FURTHER RESOLVED, that this cost total annual cost includes nine (9) unlimited licenses at a cost of \$449.00 per license per month and a one-time implementation fee of \$350 for year one.

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

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

	DEPARTMENT: Ingham County Health Department (ICHD)
PREPARED BY: Dr Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7, and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization to Enter Agreement with Diversified Public Relations	

ACTION REQUESTED:

Enter into agreement with Diversified Public Relations for Service Area Competition grant application assistance.

SUMMARY OF REQUEST:

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to enter into a consulting services agreement with Diversified Public Relations, so they may provide consulting assistance for ICHD’s 2026 Service Area Competition (SAC) grant application. Diversified Public Relations will assist CHC Administration in the process of submitting a SAC grant application which, if approved, will provide federally qualified health center continuation funding for the CHCs. This agreement will be effective May 1, 2025 through August 30, 2025 and will be charged to CHC Direct Support. This agreement will be effective May 1, 2025 through August 30, 2025 in an amount not to exceed \$24,700.

STRATEGIC PLAN RELEVANCE:

To increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.

DEPARTMENT MISSION RELATION:

This resolution approves a contract that will allow ICHD’s CHCs to continue to provide services that increase community wellness.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:


Total Request/Contract Amount: \$24,700

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: February 27, 2025

CONTROLLER’S OFFICE:  DATE: 3/31/25

Introduced by the Finance and Human Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DIVERSIFIED PUBLIC RELATIONS

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to enter into a consulting agreement with Diversified Public Relations, to provide assistance for our 2026 Service Area Competition (SAC) grant application effective May 1, 2025 through August 30, 2025 in an amount not to exceed \$24,700; and

WHEREAS, effective upon approval, Diversified Public Relations will assist CHC administration in the process of submitting a SAC grant application; and

WHEREAS, if this grant is approved, it will provide federally qualified health center continuation funding for the CHCs; and


WHEREAS, this contract will be covered by operating funds and charged to CHC Direct Support fund 51161580 818000 02002; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Diversified Public Relations, effective May 1, 2025 through August 30, 2025 in an amount not to exceed \$24,700.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Diversified Public Relations effective May 1, 2025 through August 30, 2025 in an amount not to exceed \$24,700.

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

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

	DEPARTMENT: Ingham County Health Department (ICHD)
PREPARED BY: Dr Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization to Accept 2025 MDHHS CAHC Funds	

ACTION REQUESTED:

Authorization to Accept FY 2025 Child and Adolescent Health Center Funding.

SUMMARY OF REQUEST:

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to accept additional funding from the Michigan Department of Health and Human Services’ (MDHHS) Child and Adolescent Health Center (CAHC) program, administered through Michigan Primary Care Association (MPCA), effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$825,000. These funds will be used to promote the health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services.

STRATEGIC PLAN RELEVANCE:

To increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.

DEPARTMENT MISSION RELATION:

This resolution approves a contract that protect, improve and advocate for the optimum health and well-being of all Ingham County residents.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$825,000

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: February 27, 2025

CONTROLLER’S OFFICE:  DATE: 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FY 2025 CHILD AND ADOLESCENT HEALTH CENTER PROGRAM FUNDS

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to accept additional funding from the Michigan Department of Health and Human Services' (MDHHS) for the Child and Adolescent Health Center (CAHC) program, administered through Michigan Primary Care Association (MPCA) effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$825,000; and

WHEREAS, these funds will be used for promoting the health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services; and

WHEREAS, this funding will support continued operations of ICHD's CHC school-based and school-linked health centers; and

WHEREAS, with this additional funding award amounts will not to exceed \$825,000 and will be divided as follows: Eastern Community Health Center - \$275,000, Sexton Community Health Center - \$275,000, Willow Community Health Center - \$275,000; and


WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize accepting additional funding from MDHHS, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$825,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting additional funding from MDHHS, effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$825,000.

BE IT FURTHER RESOLVED, that this additional funding will not to exceed \$825,000 and will be divided as follows: Eastern Community Health Center - \$275,000, Sexton Community Health Center - \$275,000, Willow Community Health Center - \$275,000.

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

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization for an Agreement with Kellogg Hotel and Conference Center	

ACTION REQUESTED:

Authorization to enter into an agreement with Kellogg Hotel and Conference Center for an All-Staff Training Day.

SUMMARY OF REQUEST:

This resolution authorizes Ingham County Health Department (ICHD) to enter into an agreement with the Kellogg Hotel and Conference Center located at 219 South Harrison Road, East Lansing, Michigan to host an Ingham County Health Department all staff training event effective May 28, 2025, in an amount not to exceed \$40,000. This event will provide various training sessions for staff to develop skills to enhance workplace culture through building a cohesive vision of ICHD, as well as galvanizing staff alignment with our vision & mission facilitated by community partners, staff, and expert speakers. All costs associated with the terms of this agreement will be covered by the Public Health and Infrastructure Grant 22160055-01142 (\$25,000), and Infection Prevention & Healthcare Grant 22160055-01146 (\$15,000).

STRATEGIC PLAN RELEVANCE:

This resolution supports Ingham County’s strategic plan objective of promoting and encouraging the professional development of all employees.

DEPARTMENT MISSION RELATION:

This resolution supports ICHD’s commitment to learning through the experience and insight of others; Goal 1.1: to create a positive workplace culture, and Goal 1.2: to provide opportunity for ICHD’s branches to work together to collaborate and break through silos while creatively blending work to achieve improved health outcomes.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$40,000

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: *Janet Cooper* DATE: 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH KELLOGG HOTEL AND
CONFERENCE CENTER**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Kellogg Hotel and Conference Center located at 219 South Harrison Road, East Lansing, Michigan, to host an ICHD all-staff training event effective May 28, 2025, for an amount not to exceed \$40,000; and

WHEREAS, Kellogg Hotel and Conference Center will provide sufficient space for the entire 350 ICHD employees to participate in a full day training event; and

WHEREAS, this all-staff meeting will include providing meals for Wednesday, May 28, 2025, to all staff, guest speakers and consultants; and

WHEREAS, this full day ICHD event will allow staff to participate in public health trainings, break-out sessions, discussions, and more led by community partners, speakers, and experts trained in the fields of physical and mental health wellness; and

WHEREAS, this training event will also provide opportunities for staff to develop skills to enhance workplace culture through building a cohesive vision of ICHD, as well as galvanizing staff alignment with our vision & mission facilitated by community partners, staff, and expert speakers; and

WHEREAS, this agreement will be effective May 28, 2025; and


WHEREAS, all costs associated with this agreement will be covered by the Public Health and Infrastructure Grant 22160055-01142 (\$25,000), and the Infection Prevention & Healthcare Grant 22160055-01146 (\$15,000); and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with Kellogg Hotel and Conference Center to host an ICHD all-staff training event effective May 28, 2025, for an amount not to exceed \$40,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Kellogg Hotel and Conference Center to host an ICHD all-staff training event effective May 28, 2025, for an amount not to exceed \$40,000.

BE IT FURTHER RESOLVED, that all costs associated with this agreement will be covered by the Public Health and Infrastructure Grant 22160055-01142 (\$25,000), and the Infection Prevention & Healthcare Grant 22160055-01146 (\$15,000).

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Amendment #2 to Cooperative Agreement with MDHHS	

ACTION REQUESTED:

Authorization for Amendment #2 to 2024-2025 Comprehensive Agreement Master Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services under the Comprehensive Agreement.

SUMMARY OF REQUEST:

The responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan. Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health. The MDHHS and Ingham County has entered into a 2024 – 2025 Comprehensive Agreement authorized in Resolution #24-608 MDHHS has proposed Amendment #2 to adjust grant funding levels and clarify agreement procedures. This amendment will increase the total amount of funding from \$9,992,117 to \$10,163,032 for a total increase of \$170,915.

STRATEGIC PLAN RELEVANCE:

This resolution will support Ingham County’s goals of improving the quality of life for Ingham County residents and for providing high quality services in an efficient manner.

DEPARTMENT MISSION RELATION:

This resolution will support ICHD’s mission to protect, improve and advocate for optimum health and well-being of all Ingham County residents.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$170,915

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: *Jared Cypher* DATE: 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

WHEREAS, MDHHS has proposed Amendment #2 to adjust grant funding levels; and

WHEREAS, the total amount of the Master Agreement funding shall increase from \$9,992,117 to \$10,163,032 for a total increase of \$170,915 with the following specific changes to the budget:

Good Housing Good Health: increase from \$0.00 to \$20,915
SDOH Hub Pilot: increase from \$0.00 to \$150,000; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a revised 2024-2025 Agreement with the Michigan Department of Health and Human Services for the delivery of public health services under the Master Agreement Process.

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


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

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding shall increase from \$9,992,117 to \$10,163,032 for a total increase of \$170,915 with the following specific changes to the budget:

Good Housing Good Health: increase from \$0.00 to \$20,915.3
SDOH Hub Pilot: increase from \$0.00 to \$150,000.

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

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

	DEPARTMENT: Ingham County Health Department
Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: MCHN, Welch Allyn RetinaVue, P.C. Agreements for Retinal Screening	

ACTION REQUESTED:

Authorization for Ingham County Health Department’s (ICHD’s) Community Health Center (CHC) to enter into a Contractor Services Agreement with the Michigan Community Health Network (MCHN) as well as a Professional Services Agreement with Welch Allyn and RetinaVue P.C. for retinal screening services. Effective May 1, 2025 to April 30, 2028 in an amount not to exceed \$18,000.

SUMMARY OF REQUEST:

This resolution authorizes ICHC to enter into a Contractor Services Agreement with MCHN, and a Professional Services Agreement with Welch Allyn and RetinaVue P.C for onsite retinal screening services. Trained staff will use a provided RetinaVue camera to capture retinal images of diabetic patients, whereby a board-certified ophthalmologist will evaluate and interpret the retinal images to diagnose diabetic retinopathy and other conditions. The agreements with MCHN and RetinaVue P.C. permits MCHN to cover the cost of the overread fee of the diagnostic service performed by RetinaVue P.C. for a Medicaid beneficiary (\$15.00 per retinal image read per patient). The agreement with Welch Allyn authorizes the use of the proprietary software and plan fees for the image processing (\$140 per retinal camera per month for a 36-month term).

STRATEGIC PLAN RELEVANCE:

This resolution approves an agreement that will increase the scope and access to high quality, equitable, safe and patient-centered primary and specialized care at the Ingham Community Health Centers.

DEPARTMENT MISSION RELATION:

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

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$18,000

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: February 27, 2025

CONTROLLER’S OFFICE: *Janet Cooper* DATE: 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE MICHIGAN COMMUNITY HEALTH NETWORK (MCHN), WELCH ALLYN, AND RETINAVUE P.C. FOR RETINAL SCREENING

WHEREAS, Ingham County Health Department's (ICHHD) Ingham Community Health Centers (IHCs) wish to enter into agreements with the Michigan Community Health Network (MCHN), Welch Allyn, and RetinaVue P.C. for retinal screening services effective May 1, 2025 through April 30, 2028 in an amount not to exceed \$18,000; and

WHEREAS, ICHC can provide onsite retinal screening services (aka retinal imaging) through a non-invasive eye exam using a digital camera to take pictures of the back of the eye for diabetic patients; and

WHEREAS, the agreement with Welch Allyn authorizes the use of the proprietary software that supports the sharing of images for evaluation and interpretation and diagnosis of diabetic retinopathy by an ophthalmologist; and

WHEREAS, the cost of the 36-month proprietary software and fees will not exceed \$18,000 and will be covered by IHCs quality budget for equipment and maintenance; and

WHEREAS, MCHN will cover the cost of the overread fee \$15.00 per patient for the diagnostic service performed by RetinaVue P.C. for Medicaid beneficiaries; and

WHEREAS, ICHC is responsible for the \$15.00 per patient overread fee for non-Medicaid beneficiaries, which will be deducted from ICHC's annual shared savings from MCHN value-based care earnings; and

WHEREAS, ICHC will seek payer reimbursement as appropriate for retinal imaging services for non-Medicaid payers; and

WHEREAS, increasing retinal screening will result in improved patient outcomes, reduce barriers to screenings, as well as MCHN shared savings resulting in increased CHC revenue; and

WHEREAS, the Ingham CHC Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize a three-year agreement with MCHN, Welch Allyn, and RetinaVue P.C. for retinal screening services effective May 1, 2025 through April 30, 2028, in an amount not to exceed \$18,000.


THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three year agreement with MCHN, Welch Allyn, and RetinaVue P.C. for retinal screening services effective May 1, 2025 through April 30, 2028 in an amount not to exceed \$18,000.

BE IT FURTHER RESOLVED, that MCHN will cover the cost of the overread fee \$15.00 per patient for the diagnostic service performed by RetinaVue P.C. for Medicaid beneficiaries.

BE IT FUTHER RESOLVED, that ICHC is responsible for the \$15.00 per patient overread fee for non-Medicaid beneficiaries, which will be deducted from ICHC's annual shared savings from MCHN value-based care earnings.

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

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Nurse Family Partnership Agreement with MIHP EMR, LLC	

ACTION REQUESTED:

Authorization to approve Nurse Family Partnership (NFP) to initiate a web and mobile based EMR system with Maternal Infant Health Plan (MIHP) Electronic Medical Records, LLC (EMR), to provide an electronic platform for nurse documentation.

SUMMARY OF REQUEST:

Ingham County Health Department (ICHD) wishes to initiate a web and mobile based EMR system which includes but is not limited to a messaging system, computer files/document manager, electronic medical record management/tracking functionality, and user management for an automated document processing effective January 1, 2025 through December 31, 2028 in an amount not to exceed \$18,000. NFP is a preventive service provided to pregnant women and their infants, with the intention to supplement traditional prenatal and infant care, in order to help reduce maternal and infant mortality and morbidity. Moving to this web and mobile based EMR system will provide a more cost effective, time efficient, and environmentally friendly service for ICHD’s NFP program.

STRATEGIC PLAN RELEVANCE:

This resolution supports Ingham County’s goal of providing high quality services in an efficient manner.

DEPARTMENT MISSION RELATION:

This resolution supports ICHD’s mission to protect, improve, and advocate for the optimum health and well-being of all Ingham County residents.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$500.00 per month for 3 years for a total of \$18,000

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: *Janet Cooper* **DATE:** 3/31/25

Introduced by the Human Services Committee and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MATERNAL INFANT
HEALTH PLAN ELECTRONIC MEDICAL RECORDS SERVICES**

WHEREAS, Ingham County Health Department (ICHHD) wishes to initiate a web and mobile based Electronic Medical Record (EMR) system which includes but is not limited to a messaging system, computer files/document manager, electronic medical record management/tracking functionality, and user management for an automated document processing effective January 1, 2025 through December 31, 2028 in an amount not to exceed \$18,000; and

WHEREAS, ICHHD's Nurse Family Partnership (NFP) provides preventive home visiting services to pregnant women and their infants, with the intention of supplementing traditional prenatal/infant care in order to help reduce maternal and infant mortality and morbidity; and

WHEREAS, moving to this web and mobile based EMR system will provide a more cost effective, time efficient, and environmentally friendly service; and

WHEREAS, the existing paper charting system currently utilized by NFP is not capable of providing the same degree of client record retention without an increased burden or the same level of time efficiency as the Maternal Infant Health Plan (MIHP) Electronic Medical Records, LLC (EMR) system; and

WHEREAS, the monthly subscription fee for this software is \$500; and


WHEREAS, funds for this service have been included in the FY 2025 budget; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with MIHP EMR, LLC effective January 1, 2025 through December 31, 2028 in an amount not to exceed \$18,000, and will remain in effect until December 31, 2028 or terminated by either agency.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MIHP EMR, LLC effective January 1, 2025 through December 31, 2028 for a total amount not to exceed \$18,000.

BE IT FURTHER RESOLVED, that the monthly subscription fee for this software is \$500, and will total \$18,000 for the three-year effective period.

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: Ingham County Health Department (ICHD)
PREPARED BY: Dr Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization to Enter Agreement with	

ACTION REQUESTED:

Authorization for an agreement with FIRM to conduct a search for the Community Health Centers’ (CHCs) Deputy Health Officer/Executive Director position.

SUMMARY OF REQUEST:

Ingham County Health Department’s (ICHD) Community Health Centers (CHCs) wish to enter into a consulting agreement with FIRM to provide experience, organization, and capacity to its selection process for a CHC Deputy Health Officer/Executive Director. This agreement will be effective upon approval until _____ in an amount not exceed \$ _____.

STRATEGIC PLAN RELEVANCE:

To increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.

DEPARTMENT MISSION RELATION:

This resolution approves a contract that will allow ICHD’s CHCs to continue to provide services that increase community wellness.

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: March 27, 2025

CONTROLLER’S OFFICE: *Jared Cypher* DATE: 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH FIRM TO RECRUIT A DEPUTY HEALTH OFFICER/EXECUTIVE DIRECTOR FOR THE COMMUNITY HEALTH CENTERS

WHEREAS, Ingham County Health Department's (ICHHD's) Community Health Centers (CHCs) wish to enter into an agreement with an executive recruiting firm to provide experience, organization and capacity to its selection process for the Deputy Health Officer/Executive Director position; and

WHEREAS, the CHCs wish to begin the search immediately upon execution; and

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

WHEREAS, following a Request for Proposals (RFP) process overseen by the Purchasing Department, ICHC selected FIRM to assist the department in recruiting for the Deputy Health Officer/Executive Director; and

WHEREAS, FIRM will perform the following services:


1. Collaborate with the selection committee and relevant stakeholders to create the ideal candidate profile for posting
2. Conduct thorough research to identify potential candidates and use targeted outreach to attract a diverse pool of qualified candidates
3. Screen applications and shortlist candidates who meet the criteria, conduct in-depth interviews and preform reference checks
4. Present a slate of finalist to the selection committee and facilitate final interviews;
5. Once a candidate is selected, the firm will assist in negotiations, onboarding planning, and integration assistance; and

WHEREAS, the cost of this agreement totaling \$ _____ will be funded by _____ and will be effective upon full execution of the contract through _____; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Medical Health Officer recommend that the Ingham County Board of Commissioners authorize entering into an agreement with FIRM, effective _____ through _____ in an amount not to exceed \$ _____.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with FIRM, effective _____ through _____ in an amount not to exceed \$ _____.

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 3, April 7 and April 9, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization to Extend Resolution #23-412 with Michigan Public Health Institute for Distribution of the United States Department of Justice Edward Byrne Justice Assistance Grant	

ACTION REQUESTED:

Authorization to Extend Resolution #23-412, a subgrant agreement with Michigan Public Health Institute (MPHI) in support of Advance Peace.

SUMMARY OF REQUEST:

Ingham County Health Department (ICHHD) wishes to authorize a one year, no-cost extension of the agreement with the Michigan Public Health Institute (MPHI) authorized through Resolution #23-412, through February 28, 2026. The grant from which this agreement is sub-granted was extended through Resolution #25-121.

STRATEGIC PLAN RELEVANCE:

Promote the practice of public health and safety to reduce violence in Ingham County by supporting community engagement, fostering stronger neighborhoods and helping to coordinate violence prevention efforts.

DEPARTMENT MISSION RELATION:

The health department’s mission is to protect, improve, and advocate for the health and well-being of all Ingham County residents.

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: _____ 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EXTENSION TO RESOLUTION #23-412 WITH MICHIGAN PUBLIC HEALTH INSTITUTE FOR DISTRIBUTION OF THE UNITED STATES DEPARTMENT OF JUSTICE EDWARD BYRNE JUSTICE ASSISTANCE GRANT

WHEREAS, Ingham County Health Department (ICHHD) wishes to authorize a one year, no-cost extension of the agreement with the Michigan Public Health Institute (MPHI) authorized through Resolution #23-412, through February 28, 2026; and

WHEREAS, funds are expended from a U.S. Department of Justice for the Byrne Justice Assistance Grant Project which was recently extended through Resolution #25-121; and


WHEREAS, these designated funds support the Advance Peace program which is dedicated to ending cyclical gun violence in American urban neighborhoods; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorizes a one year, no-cost extension of the agreement with MPHI accepted through Resolution #23-412.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year, no-cost extension of the agreement with the MPHI authorized through Resolution #23-412, to extend the agreement through February 28, 2026.

BE IT FURTHER RESOLVED, that all other terms of the agreement will remain the same.

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 3, April 7 and April 9, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization to Extend Resolution #24-034 with Michigan Public Health Institute for Administrative Support to Operate Year Three of the Lansing/Ingham Peacemaker Fellowship®	

ACTION REQUESTED:

Extending the Advance Peace local operator agreement with Michigan Public Health Institute (MPHI).

SUMMARY OF REQUEST:

Ingham County Health Department (ICHHD) wishes to authorize a no-cost, four-month extension of the agreement with MPHI authorized through Resolution #24-034, through June 30, 2025.

STRATEGIC PLAN RELEVANCE:

Promote the practice of public health and safety to reduce violence in Ingham County by supporting community engagement, fostering stronger neighborhoods and helping to coordinate violence prevention efforts.

DEPARTMENT MISSION RELATION:

The health department’s mission is to protect, improve, and advocate for the health and well-being of our community by identifying and advancing the conditions under which all people can achieve optimum health.

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: _____ 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EXTENSION TO RESOLUTION #24-034 WITH MICHIGAN PUBLIC HEALTH INSTITUTE FOR ADMINISTRATIVE SUPPORT TO OPERATE YEAR THREE OF THE LANSING/INGHAM PEACEMAKER FELLOWSHIP®

WHEREAS, Ingham County Health Department (ICHD) wishes to authorize a no-cost, four-month extension of the agreement with Michigan Public Health Institute (MPHI) authorized through Resolution #24-034, through June 30, 2025; and


WHEREAS, MPHI provides the full administration and operation of Advance Peace, which is dedicated to ending cyclical gun violence in American urban neighborhoods; and

WHEREAS, the Medical Health Officer recommends that the Board of Commissioners authorize a no-cost, four month extension of the agreement with MPHI.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a no-cost, four month extension of the agreement with MPHI authorized through Resolution #24-034, through June 30, 2025.

BE IT FURTHER RESOLVED, that all other terms of the agreement will remain the same.

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

	DEPARTMENT: Ingham County Health Department
PREPARED BY: Dr. Adenike Shoyinka, Medical Health Officer	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Extension with Cross Country Staffing, Inc.	

ACTION REQUESTED:

Authorization to extend Resolution #21-632 with Cross Country Staffing (CCS) for per diem professional staffing to provide dental services at Forest Dental Health Center.

SUMMARY OF REQUEST:

Ingham County Health Department (ICHD) wishes to extend Resolution #21-632 with CSS for per diem professional staffing to provide dental services at Forest Dental Health Center effective April 4, 2025 through April 17, 2025 in an amount not to exceed \$10,467.20. The cost of the additional services under this extension will be at a rate of \$200.00 per hour for wages, \$0.70 per mile for mileage, and \$150.00 per workday for lodging and the total cost will not exceed \$10,467.20.

STRATEGIC PLAN RELEVANCE:

This resolution will provide high quality services in an efficient manner and will increase the scope and access to high-quality, equitable, safe, patient-centered primary and specialized care at the Ingham Community Health Centers.

DEPARTMENT MISSION RELATION:

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

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$10,467.20

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 3/27/2025

CONTROLLER'S OFFICE: *David Cypher* **DATE:** 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE EXTENDING RESOLUTION #21-632 WITH CROSS COUNTRY STAFFING, INC. FOR JOHN LeGLAGEN HALL, DDS

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to extend Resolution #21-632 with Cross Country Staffing (CCS) for per diem professional staffing to provide dental services at Forest Dental Health Center; and

WHEREAS, under this extension, John LeGlagen Hall will provide continued General Dentistry services on a per diem basis at Forest CHC effective April 4, 2025 through April 17, 2025; and

WHEREAS, the cost of the additional services under this extension will be at a rate of \$200.00 per hour for wages, \$0.70 per mile for mileage, and \$150.00 per workday for lodging; and

WHEREAS, the total cost of this agreement will not exceed \$10,467.20; and

WHEREAS, the cost of this agreement will be covered by billable patient services; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize extending Resolution #21-632 with CSS for per diem professional staffing to provide dental services at the Forest Dental Health Center effective April 4, 2025 through April 17, 2025 in an amount not to exceed \$10,467.20.


THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending Resolution #21-632 with CSS for per diem professional staffing to provide dental services effective April 4, 2025 to April 17, 2025 in an amount not to exceed \$10,467.20.

BE IT FURTHER RESOLVED, that the cost of the additional services under this extension will be at a rate of \$200.00 per hour for wages, \$0.70 per mile for mileage, and \$150.00 per workday for lodging and the total cost of this extension will not exceed \$10,467.20.

BE IT FURTHER RESOLVED, that the cost of the additional services under this extension will be at a rate of \$200.00 per hour for wages, \$0.70 per mile for mileage, and \$150.00 per workday for lodging.

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

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

	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: _____ *Glenn Canning* _____ **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: 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: _____ *[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 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.

	DEPARTMENT: Controller/Administrator
PREPARED BY: Morgan Feldpausch, Environmental Sustainability Director	MEETING DATE(S): April 7 and April 9, 2025
FOR COMMITTEES: <input type="checkbox"/> Law & Courts <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Grant to Initiate Development of Ingham County’s Materials Management Plan	

ACTION REQUESTED:

Accepts funding for initiating development of the County’s Materials Management Plan (MMP) from the MMP Grant program administered by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

SUMMARY OF REQUEST:

This resolution accepts a grant for initiating development of Ingham County’s MMP from the MMP Grant program administered by EGLE in the amount of \$85,500. The grant application, submitted in the form of an MMP Work Program, was developed in collaboration with the Ingham County Materials Management Planning Committee and was authorized for submission by the Board of Commissioners (Resolution #25-087).

STRATEGIC PLAN RELEVANCE:

This resolution accepts a grant that builds collaborative partnerships that bring together and benefit our diverse communities, and strengthen our foundations of communication by carefully listening to stakeholders, leveraging partnerships and creating experiences that will achieve our shared mission and goals.

DEPARTMENT MISSION RELATION:

This resolution accepts a grant that improves quality of life, and ensures every person is treated with respect and dignity.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED Grant Acceptance

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$85,500 Awarded Grant Amount

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: The Ingham County Materials Management Planning Committee approved the MMP Work Program on January 21, 2025.

CONTROLLER’S OFFICE:  **DATE:** 3/31/25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT A GRANT TO INITIATE DEVELOPMENT OF INGHAM COUNTY'S MATERIALS MANAGEMENT PLAN

WHEREAS, Michigan's Solid Waste Program has been updated with the passage of significant amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, that became effective on March 29, 2023; and

WHEREAS, the amendments require that existing county Solid Waste Management Plans be replaced with new Materials Management Plans (MMP) that focus on sustainable materials management approaches, such as recycling and composting, instead of just landfilling waste; and

WHEREAS, Resolution #24-149 approved the submission of a Notice of Intent (NOI) to the Michigan Department of Environment, Great Lakes, and Energy to prepare an MMP; and


WHEREAS, Resolution #25-087 authorized the submission of Ingham County's MMP Work Program to the Michigan Department of Environment, Great Lakes, and Energy; and

WHEREAS, with the support of the Ingham County Materials Management Planning Committee, the Environmental Sustainability Director submitted an application in the form of an MMP Work Program for \$85,500 to the State of Michigan's Department of Environment, Great Lakes, and Energy MMP Grant program to initiate development of Ingham County's MMP; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby accepts the funding for initiating development of Ingham County's MMP from the MMP Grant program administered by the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$85,500.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and to sign any required documents related to the submission of quarterly and final grant reports that are consistent with this resolution.

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

	DEPARTMENT: Ingham County Sheriff's Office
PREPARED BY: Captain Andrew Daenzer	MEETING DATE(S): April 3, 2025 and April 9, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Resolution to allow ICSO to purchase radio conversion kits and public address microphones	

ACTION REQUESTED:

The Ingham County Sheriff's Office would like authorization to purchase and install radio conversion kits and public address microphones using Justice Assistant Grant (JAG) funds.

SUMMARY OF REQUEST:

- Installation and equipment of 24 public address microphones for the rear of patrol cars
- Installation and equipment of 11 radio conversion kits
- Mid-Michigan Emergency Equipment is a local, Ingham County business. Mid-Michigan does all of our vehicle setup which ensures quality, consistency, and safety

STRATEGIC PLAN RELEVANCE:

This equipment upgrade increases the safety of deputies responding to incidents.

DEPARTMENT MISSION RELATION:

This resolution will increase deputy safety and performance ensuring excellent service is provided.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED This resolution utilizes grant money to make needed upgrades to patrol vehicles.

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$12,771.78

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:** 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY SHERIFF'S OFFICE TO PURCHASE
RADIO CONVERSION KITS AND PUBLIC ADDRESS MICROPHONES**

WHEREAS, the Ingham County Sheriff's Office has patrol vehicles with public address systems and radios;
and

WHEREAS, the Ingham County Sheriff's Office recently trained to modern tactics where public address system
access is needed in the rear of the patrol cars; and

WHEREAS, the Ingham County Sheriff's Office would like to use radio conversion kits that free up space in
the front area of patrol cars necessary for training new deputies and accommodating civilian ride alongs; and


WHEREAS, the Ingham County Sheriff's Office has been granted \$12,702 from the 2024 Justice Assistance
Grant (JAG) that will pay for these upgrades; and

WHEREAS, the total cost of the upgrade \$12,771.78 will be paid for out of the Sheriff's Office Grant Supplies
budget and \$12,702 will be reimbursed from JAG; and

WHEREAS, the Ingham County Sheriff's Office would like to purchase and install the equipment from Mid-
Michigan Emergency Equipment since they build all Sheriff's Office vehicles, which ensures quality and
consistency that is needed for safety.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham
County Sheriff's Office to purchase equipment and installation from Mid-Michigan Emergency Equipment
2237 Aurelius Rd. Holt, MI 48842 in an amount not to exceed \$12,771.78 from Ingham County Sheriff's Office
Grant Supplies 10130114-726010.

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

	DEPARTMENT: Office of Emergency Management
PREPARED BY: Lieutenant Robert Boerkoel, Emergency Manager	MEETING DATE(S): April 3, April 9, and April 15, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Per Diem for the Ingham County Emergency Planner when serving as the Region 1 Lead Planner	

ACTION REQUESTED:

Approval to pay the Ingham County Emergency Planner a per diem of up to \$750.00 per month when serving as the Region 1 Lead Regional Planner.

SUMMARY OF REQUEST:

This resolution would authorize Ingham County to pay Ingham County’s Emergency Planner (Rob Dale) a Per Diem amount of an additional \$750.00 compensation per month when serving as the Region 1 Lead Planner. Region 1 consists of the City of Lansing and Counties of Clinton, Eaton, Gratiot, Hillsdale, Ingham, Jackson, Lenawee, Livingston, and Shiawassee. The elected Per Diem would be compensated with previously accepted Homeland Security Grant Program grant funds.

STRATEGIC PLAN RELEVANCE:

This resolution seeks to enhance coordination among all of the Region 1 Planners through a centralized Lead Planner, enabling more efficient workloads and collaboration among planners. Better collaboration and planning enhance the quality of life and service to our residents, especially during times of disaster.

DEPARTMENT MISSION RELATION:

This resolution approves a strategic position enhancement for improving regional collaboration, yielding a more resilient county and regional community through effective planning, mitigation, response, and recovery efforts.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED Grant Funded

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$750.00/month when designated as Lead Planner

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 12/12/2024; 3/20/2025

CONTROLLER’S OFFICE:  **DATE:** 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PER DIEM FOR THE INGHAM COUNTY REGIONAL
PLANNER WHEN SERVING AS THE REGION 1 LEAD REGIONAL PLANNER**

WHEREAS, the Ingham County Office of Emergency Management receives annual regional pass through grant funds from the Homeland Security Grant Program (HSGP) through the State of Michigan; and

WHEREAS, the Ingham County Board of Commissioners previously accepted the FY22 HSGP grant funds via Resolution #22-532, FY23 HSGP grant funds via Resolution #23-555, and FY24 HSGP grant funds via Resolution #24-566; and

WHEREAS, the purpose of these grant funds is to provide equipment, training, and funding for compensation of Regional Planners in the field of Homeland Security & Emergency Management; and

WHEREAS, the Region 1 Homeland Security Planning Board (R1HSPB), comprised of Emergency Managers and Planners from the City of Lansing and Counties of Clinton, Eaton, Gratiot, Hillsdale, Ingham, Jackson, Lenawee, Livingston, and Shiawassee, reviews and approves all expenditures from the Region 1 HSGP awards; and

WHEREAS, the R1HSPB identified the need for a Region 1 Lead Regional Planner; and

WHEREAS, the R1HSPB developed and approved a job description and qualification criteria for the Region 1 Lead Planner position; and


WHEREAS, the R1HSPB is seeking to compensate the individual selected as the Region 1 Lead Planner a per diem of up to an additional \$750.00 per month for each month serving as the Lead Planner; and

WHEREAS, the Region 1 Lead Planner per diem will be paid for through previously accepted HSGP grant funds; and

WHEREAS, the Ingham County Emergency Planner, Rob Dale, meets the qualifications established by the R1HSPB; and

WHEREAS, the R1HSPB tentatively selected Ingham County Regional Planner, Rob Dale, to fulfill the Lead Planner role pending resolution approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Regional Planner to receive a per diem of up to \$750 per month for any month serving as the Region 1 Lead Emergency Planner to be paid for with the current fiscal year Region 1 Homeland Security Grant Program award.

	DEPARTMENT: Office of Emergency Management
PREPARED BY: Lieutenant Robert Boerkoel, Emergency Manager	MEETING DATE(S): April 3, April 9, and April 15, 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Equipment Purchase from Connected Solutions Group, LLC for two Mobile Command Center Portable Data Networks	

ACTION REQUESTED:

Approval to purchase two Mobile Command Center Mini 2.0 Portable Data Networks from Connected Solutions Group, LLC using previously accepted FY 2022 Homeland Security Grant Program Funds.

SUMMARY OF REQUEST:

This resolution would authorize the purchase of two self-contained Portable Data Networks which create a mobile wi-fi network through optimizing and enhancing connectivity to a cellular network (Verizon). These Portable Data Networks are a deployable network intended to enhance communications, information, and data sharing in remote portions of the county while supporting first responders on extended, resource intense incidents. Additionally, the units can be used to support many other non-emergent operations, such as backup connectivity during elections, pre-planned community events, and Ingham County Fair operations.

STRATEGIC PLAN RELEVANCE:

This resolution authorizes the purchase of equipment that enhances quality of life and continuity in service to the residents of Ingham County through reliable communications during emergent incidents, times of disaster, and non-emergent community events.

DEPARTMENT MISSION RELATION:

This resolution approval improves the resiliency of Ingham County by improving our ability to provide continuity of operations for critical community services for residents during emergent and non-emergent events.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED Grant funded to enhance resiliency

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$9,227.62

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

ADMINISTRATION RECOMMENDATION:

RECOMMENDED NOT RECOMMENDED ALTERNATIVES:

GOVERNING/ADVISORY BOARD APPROVAL DATE: 10/1/2024

CONTROLLER'S OFFICE: _____  _____ DATE: 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE FROM CONNECTED SOLUTIONS GROUP, LLC FOR TWO MOBILE COMMAND CENTER PORTABLE DATA NETWORKS

WHEREAS, the Ingham County Office of Emergency Management received pass through grant funds from the FY2022 Homeland Security Grant Program (HSGP); and

WHEREAS, the Ingham County Board of Commissioners previously accepted the FY22 HSGP grant funds via Resolution #22-532; and

WHEREAS, the purpose of these grant funds is to purchase equipment and provide training in the field of Emergency Management; and

WHEREAS, Connected Solutions Group, LLC manufactures the Mobile Command Center Mini 2.0 Portable Data Network equipment compatible with the Verizon cellular network; and

WHEREAS, Portable Data Network equipment serves to provide enhanced remote connectivity for a variety of applications such as emergent incidents, pre-planned events, or potential back-up connectivity for critical county services and elections; and

WHEREAS, the County of Ingham, Ingham County Sheriff's Office currently maintains a plan with Verizon for cellular communications; and

WHEREAS, the Verizon line fees required for the Portable Data Networks would be paid for by existing budgeted Emergency Management funds as the Portable Data Networks would replace existing hardware on the Verizon plan; and


WHEREAS, comparable quotes were obtained for similar equipment from other vendors and the product offered by Connected Solutions Group, LLC was the most cost effective, qualified solution; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal; and

WHEREAS, the total expenditure for this proposal is up to \$9,227.62.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an equipment purchase with Connected Solutions Group, LLC for the purchase of two Mobile Command Center Mini 2.0 Portable Data Networks for a total cost of \$9,227.62, utilizing funding from the FY2022 Homeland Security Grant Program Funding.

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

	DEPARTMENT: 9-1-1 Center
PREPARED BY: Barb Davidson, 911 Director	MEETING DATE(S): April 3 rd and 9 th , 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT:	

ACTION REQUESTED:

Requesting an amendment to Resolution #25-051 and approval to accept money from a Michigan Municipal Risk Management Association Risk Avoidance Program (MMRMA RAP) grant. This resolution was approved by the Board of Commissioners, and then we were notified that we were approved for an MMRMA RAP grant that could be used towards this product in the amount of \$2,500.

SUMMARY OF REQUEST:

Resolution#25-051 was approved in January of 2025 for an extension in the 9-1-1 Center’s software licenses and service from Priority Dispatch. It also approved acquiring a call simulator program from Priority Dispatch. A grant proposal with MMRMA for a RAP grant that would assist in acquiring the simulator was approved for \$2,500 in March. This notification came after the resolution was approved. I am requesting approval to accept the grant monies.

STRATEGIC PLAN RELEVANCE:

Public health and safety are a goal within the strategic plan, specifically to increase resilience and capacity to prepare for and respond to emergencies and incidents. Having a simulator that we can use to practice applying emergency medical pre-arrival instructions will help us be prepared for any emergency.

DEPARTMENT MISSION RELATION:

Our department’s mission is to provide exemplary service, safeguard life and well-being, and align resources with those in need. This platform will allow us to practice any number of possible scenarios, including high-priority/low-occurrence situations that could occur at any moment. This will allow us to be as prepared as we can for the unexpected.

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:** 3/27/2025

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #25-051 ACCEPTING GRANT MONEY TO ASSIST IN ACQUIRING CALL SIMULATOR PLATFORM FROM PRIORITY DISPATCH FOR THE INGHAM COUNTY 9-1-1 CENTER

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners authorized the renewal of licenses and support of Priority Dispatch's Emergency Medical Dispatch ProQA Program, under Resolution #25-051, and ProQA continues to be used for all medical calls received; and


WHEREAS, Resolution #25-051 also approved the acquisition of an AI call simulator for a price of \$5,000 annually, which will enhance the training and performance of the Emergency Dispatchers at Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, after the approval of this resolution, the 9-1-1 Center management was notified by Michigan Municipal Risk Management Association (MMRMA) that the grant applied for to assist in the acquisition of the simulator was approved for \$2,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of the MMRMA Risk Avoidance Program (RAP) grant of \$2,500 to be applied to the cost of the AI simulator from Priority Dispatch.

BE IT FURTHER RESOLVED, that the total expenditure for the renewal of ProQA Medical software licenses, service, and support and acquiring the SkillLab with AI simulator for the five-year term will be at an amount not to exceed \$86,420 after the MMRMA grant monies have been accepted.

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

	DEPARTMENT: 911 Center
PREPARED BY: Barb Davidson, Director	MEETING DATE(S): April 3 rd and 9 th , 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Purchase new policy management and training software from PowerDMS for a term of 3years	

ACTION REQUESTED:

We are seeking approval to transition to and enter into a contract with PowerDMS-specifically their PowerPolicy platform (policy management and compliance platform), PowerReady platform (electronic training program documentation platform), and PowerTraining platform (training documentation creation platform), for a period of 3 years. We are also seeking approval to accept two Michigan Municipal Risk Management Association Risk Avoidance Program (MMRMA RAP) grants totaling \$5,000 to be used towards this purchase.

SUMMARY OF REQUEST:

Our current electronic training platform has a flaw that we have tried to work with the vendor to fix and they are unable to fix it. We utilize a separate electronic platform to track our policies. These two platforms don't interact and we identified the benefits if we could find one platform that could do both and that interacts. We sought alternatives and found that with PowerDMS we could have a training platform that is linked to our policy platform which would streamline training and make finding information easier for all of our staff. This transition will be a large undertaking and we would like to take advantage of the pricing discount for multi-year contracts and enter into a 3-year agreement with them. We also applied for and received two RAP grants from MMRMA to help us pay for this transition.

STRATEGIC PLAN RELEVANCE:

Public health and safety are a goal within the strategic plan, specifically to increase resilience and capacity to prepare for and respond to emergencies and incidents. Having this one platform will enhance our ability to train new staff and for all staff to be able to find, review, and apply our policies easily which will in turn help us to respond to and be prepared to respond to emergencies.

DEPARTMENT MISSION RELATION:

Our department's mission is to provide exemplary service, safeguard life and well-being and align resources with those in need. Our department identified a need and this new platform will assist us in achieving a user-friendly, interconnected platform that will address our needs while enhancing our ability to train which will help us to achieve the exemplary service we strive for every day.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$41,498.50 for 3 years minus \$5,000 from the grants =\$36,498.50

Included in Current Fiscal Budget Budget Transfer Has No Financial Impact

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE PURCHASE OF POLICY MANAGEMENT AND TRAINING PLATFORM FOR THE 9-1-1 CENTER FROM POWERDMS

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, Ingham County Board of Commissioners approved under Resolution #18-215 the purchase of software and services with LEFTA Systems in 2018; and

WHEREAS, Ingham County 9-1-1 has been displeased with the program and resolution of identified problems; and

WHEREAS, alternatives were sought with four different companies demonstrating their programs and solutions to Ingham County 9-1-1 and PowerDMS was identified as the company with a solution that will meet Ingham County 9-1-1's needs; and

WHEREAS, a three-year contract was requested with PowerDMS which would include set up, training, support, and upgrades for the term of September 1, 2025 to August 31, 2028, for the PowerDMS products called PowerReady, PowerPolicy, and PowerTraining at a cost of \$41,498.50; and

WHEREAS, the 9-1-1 Management team applied for and was approved for two Michigan Municipal Risk Management Risk Avoidance Program (MMRMA RAP) grants to support this transition, totaling \$5,000; and


WHEREAS, the recommendation is that the Ingham County Board of Commissioners fund the remainder of this request from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of \$41,498.50 for the purchase of PowerDMS Software and Services, PowerReady, PowerPolicy, and PowerTraining.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorize the acceptance of the two MMRMA RAP grants totaling \$5,000 for this project, with the remaining \$36,498.50 coming from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

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

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

	DEPARTMENT: 9-1-1 Center
PREPARED BY: Barb Davidson, 9-1-1 Director	MEETING DATE(S): April 3 rd and 9 th , 2025
FOR COMMITTEES: <input checked="" type="checkbox"/> Law & Courts <input type="checkbox"/> Human Services <input type="checkbox"/> County Services <input checked="" type="checkbox"/> Finance	
SUBJECT: Authorization for the 9-1-1 Center to renew the service and support contract with Solacom for telephony system and equipment	

ACTION REQUESTED:

Seeking authorization to renew the service and support contract with Solacom Technologies for our Guardian system and equipment, which is our geo-diverse NG911 telephony system.

SUMMARY OF REQUEST:

After an RFP process in 2019, Solacom was unanimously chosen from a large group of vendors evaluated. The Board of Commissioners approved the purchase of the system, which has been in place for the last five years. The original purchase included five years of service and support. This term is about to expire and needs to be renewed. I am seeking approval to renew the service and support contract for one year. The choice to renew for only one year was made because additional costs associated with some hardware replacement will need to be evaluated in 2026.

STRATEGIC PLAN RELEVANCE:

Public health and safety are a goal within the strategic plan, specifically to increase resilience and capacity to prepare for and respond to emergencies and incidents. Having a reliable NG911 system that consistently delivers calls from the public supports this goal.

DEPARTMENT MISSION RELATION:

Our department’s mission is to provide exemplary service, safeguard life and well-being, and align resources with those in need. Again, having a reliable telephony system that can consistently deliver emergency calls from the public supports our mission.

THIS ACTION RELATES TO AN ACTIVITY WHICH IS:

MANDATED _____ NON-MANDATED _____

COST/FUNDING RECOMMENDATION:

Total Request/Contract Amount: \$92,303.95

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: _____ 3/27/2025 _____

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER TO RENEW THE SERVICE AND SUPPORT CONTRACT WITH SOLACOM FOR TELEPHONY SYSTEM AND EQUIPMENT

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, after an RFP process in 2019, the Ingham County Board of Commissioners authorized the purchase of the NG911 system, Solacom's Guardian product, training, equipment, and support services to replace our legacy communication/phone system; and


WHEREAS, the original purchase included five years of system support, and that term is about to expire and needs to be renewed; and

WHEREAS, the Solacom Guardian product continues to perform reliably in delivering calls from the public to the 911 Center in our NG911 environment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a renewed contract with Solacom Technologies for the continued support of the Guardian product and equipment necessary to support the geo-diverse system at a cost of \$92,303.95 for the term of June 11, 2025 to June 10, 2026 which was budgeted for from the 9-1-1 Telephone fund.

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

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

	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.