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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, FEBRUARY 3, 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/83587032242>.

Agenda

Call to Order  
Additions to the Agenda  
Limited Public Comment

1. Parks Commission – Interviews
2. Senior Citizens Advisory Board – Interviews
3. Potter Park Zoo – Resolution to Authorize a Purchase Order for [Food Service Items](#) from Gordon Food Service
4. Health Department – Resolution to Authorize an Agreement with the Michigan Department of [Environment, Great Lakes, and Energy](#) for FY 2024-2025

Announcements  
Public Comment  
Adjournment

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

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

# **FEBRUARY 3, 2025 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY**

## **ACTION ITEMS:**

**The Deputy Controller is recommending approval of the following resolutions**

3. Potter Park Zoo – *Resolution to Authorize a Purchase Order for Food Service Items from Gordon Food Service*

This resolution authorizes a purchase order to Gordon Food Service in an amount not to exceed \$100,000 annually through 2027 for the purchase of goods for Potter Park Zoo concessions. Sufficient funds are included in the budget for the 2025 purchase.

4. Health Department – *Resolution to Authorize an Agreement with the Michigan Department of Environment, Great Lakes, and Energy for FY 2024-2025*

This resolution authorizes an agreement with the Michigan Department of Environment, Great Lakes, and Energy to conduct environmental monitoring and inspections of EGLE Non-Community programs for the period of October 1, 2024 through September 30, 2025.

## **OTHER ITEMS:**

1. Parks Commission – *Interviews*
2. Senior Citizens Advisory Board – *Interviews*

**Agenda Item 3**

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Cynthia Wagner, Potter Park Zoo Director  
**DATE:** January 21, 2025  
**SUBJECT:** Authorization of a Purchase Order for Food Service Items from Gordon Food Service  
For the meeting agendas of February 3 and February 5, 2025

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**BACKGROUND**

Ingham County is responsible for the operation of Potter Park Zoo concessions including the Savanna Grill. Large quantities of food items must be purchased throughout the year to sell to zoo guests as this service is an expected component of a zoo experience. The quantity of items purchased is dependent upon the quantity sold.

Per Ingham County Board of Commissioners Resolutions #18-444 and #02-178 (purchasing policies utilizing cooperative purchasing agreements), vendors utilizing cooperative purchasing agreements do not require three quotes. Gordon Food Service is part of the nationwide HPS cooperative contracts #15 (Rev #22), #39 (Rev #25), #51 (Rev #23), and #54 (Rev #22). The zoo is requesting a blanket purchase order to purchase food service goods from Gordon Food Service throughout the year for the purpose of selling food items to zoo guests.

**ALTERNATIVES**

An RFP could be sent out to solicit bids by vendors not using cooperative purchasing agreements.

**FINANCIAL IMPACT**

The Savanna Grill is a source of earned revenue for the Zoo and part of the zoo visitor experience.

Year	Gross Revenue	Concessions Supply Costs	Wages	Net Revenue
2024	\$407,432	\$147,287 + 33,815 (Ice Cream Machine)	\$102,637	\$123,693
2023	\$365,411	\$156,050	\$116,994	\$92,367

**OTHER CONSIDERATIONS**

None at this time.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a purchase order to Gordon Food Service in an amount not to exceed \$100,000 annually through 2027 for the purchase of goods for Potter Park Zoo concessions.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR FOOD SERVICE ITEMS FROM  
GORDON FOOD SERVICE**

WHEREAS, Ingham County is responsible for the operation of the Potter Park Zoo concessions including the Savanna Grill; and

WHEREAS, the revenue made from the sale of food items is necessary revenue for zoo operations as well as an expected component of zoo visitor experience; and

WHEREAS, Ingham County Purchasing Policies do not require three bids for cooperative agreements; and

WHEREAS, Gordon Food Service is part of the nationwide HPS cooperative agreements, #15 (Rev #22), #39 (Rev #25), #51 (Rev #23), and #54 (Rev #22); and

WHEREAS, budgeted funds are available in Zoo line item #25869200 726010 31500 for the cost of the food service items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a blanket purchase order to Gordon Food Service in an amount not to exceed \$100,000 annually through 2027 for the purchase of food service items for Potter Park Zoo concessions.

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

**TO:** Board of Commissioners' Human Services and Finance Committees  
**FROM:** Dr. Adenike Shoyinka, MD, MPH, Medical Health Officer  
**DATE:** January 17, 2025  
**SUBJECT:** FY 2025 Agreement with Michigan Department of Environment, Great Lakes, and Energy (EGLE)  
For the meeting agendas of February 3, 2025 and February 4, 2025

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**BACKGROUND**

Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs. Each year, EGLE reimburses ICHHD for expenses related to monitoring and inspection services. This practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Michigan Department of Environmental Quality, and has since passed to the newly reorganized Department of Environment, Great Lakes, and Energy. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments. The current agreement expired on September 30, 2024; the new agreement will be in effect from October 1, 2024 through September 30, 2025.

**ALTERNATIVES**

Choosing not to enter into this agreement would cause ICHHD to be unable to accept the reimbursement.

**FINANCIAL IMPACT**

The proposed agreement for FY 2025 includes the following services and funding totaling up to \$92,387, allocated as follows:

Non-Community Public Water Supply Program (Type II Public) – up to \$19,834

ICHHD will conduct sanitary surveys of non-community public water supplies in Ingham County. ICHHD will also oversee water quality monitoring at these supplies, issue water well permits for new supplies, and ensure that proper public notice is issued should a supply become unsafe for drinking.

General Fund – State Funding Amount – \$52,873

Drinking Water Long-Term Monitoring – up to \$700

ICHHD will collect samples from drinking water supplies and sites of environmental contamination identified by the State.

Campground Program – up to \$800

ICHHD will inspect all campgrounds licensed by the EGLE located in Ingham County, collect fees, investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

Public Swimming Pools – up to \$18,180

ICHHD will inspect all public swimming pools/spas licensed by the EGLE in Ingham County. In addition, ICHHD will investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

### **OTHER CONSIDERATIONS**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with the Michigan Department of Environment, Great Lakes, and Energy to conduct environmental monitoring and inspections of EGLE Non-Community programs for the period of October 1, 2024 through September 30, 2025.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY FOR F Y 2024-2025**

WHEREAS, Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs; and

WHEREAS, EGLE will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environment, Great Lakes, and Energy; and

WHEREAS, EGLE proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from the Ingham County Health Department (ICHHD); and

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; and

WHEREAS, the Medical Health Officer recommends that the Board of Commissioners authorize an agreement with EGLE.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE for Non-Community Programs.

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

BE IT FURTHER RESOLVED that EGLE shall reimburse ICHHD up to \$92,387 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program (Type II public) – up to \$19,834
- General Fund – up to \$52,873
- Drinking Water Long-Term Monitoring – up to \$700
- Campground Requirements – up to \$800
- Public Swimming Pools – up to \$18,180

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