CALL TO ORDER

Chairperson Anthony called the May 9, 2017 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Anthony, Banas, Case-Naeyaert, Celentino, Crenshaw, Grebner, Hope, Koenig, Maiville, McGrain, Nolan, Schafer, Sebolt and Tennis

Members Absent: None

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Anthony asked Bob Showers, Clinton County Board of Commissioners Chairperson, to lead the Board in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Anthony asked those present to remain standing for a moment of silence or prayer. She also asked that those present keep the family of State Representative John Kivela in their thoughts.

APPROVAL OF THE MINUTES

Commissioner Crenshaw moved to approve the minutes of the April 25, 2017 meeting. Commissioner Koenig supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

Chairperson Anthony indicated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Moved by Commissioner Banas, supported by Commissioner Schafer, to add the following resolution:

RESOLUTION PROCLAIMING MAY, 2017 AS “OLDER AMERICANS MONTH” IN INGHAM COUNTY

The motion carried unanimously.

Chairperson Anthony stated that the resolution would be added as Agenda Item No. 28.
Chairperson Anthony stated that without objection, a substitute resolution would be added for Agenda Item 21.

PETITIONS AND COMMUNICATIONS

INGHAM COUNTY FARMLAND AND OPEN SPACE PRESERVATION PROGRAM 2016 ANNUAL REPORT
Chairperson Anthony accepted the report and placed it on file.

AN EMAIL FROM RYAN ADKINS REGARDING HIS RESIGNATION FROM THE EQUAL OPPORTUNITY COMMITTEE
Chairperson Anthony accepted the email and placed it on file.

AN EMAIL FROM DANIEL GOUGH REGARDING HIS RESIGNATION FROM THE BOARD OF DIRECTORS OF THE INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORATION AND THE INGHAM COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Chairperson Anthony accepted the email and placed it on file.

A NOTICE FROM THE ONONDAGA TOWNSHIP BOARD OF TRUSTEES REGARDING THE DISTRIBUTION OF THE ADOPTED MASTER PLAN
Chairperson Anthony placed the notice on file.

LIMITED PUBLIC COMMENT

Bob Shower, Clinton County Board of Commissioners Chairperson, addressed the Board of Commissioners regarding the resolution to authorize a contract with the Capitol Council of Governments CAPCOG initiative for 2017.

George Orban, Arts Council of Greater Lansing Board Member, thanked the Board of Commissioners for their support of the Arts Council of Greater Lansing.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items except Agenda Item No. 21 and 27. Commissioner Schafer supported the motion.

The motion carried unanimously.

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote.

Items voted on separately are so noted in the minutes.
WHEREAS, Eli N. Yauk attended Williamston High School where he spent a tremendous amount of time during his years at the football/track complex and during the fall as a member of the marching band as flute section leader; and

WHEREAS, Eli began his scouting career in 2005 with Williamston Cub Scout Pack 263, and attained Cub Scouting’s highest honor, the Arrow of Light in February of 2009, and

WHEREAS, in the spring of 2009, he joined Williamston Boy Scout Troop 63; and

WHEREAS, his scout leadership history includes serving as an Instructor, Quartermaster and Patrol Leader, as well as Senior Patrol Leader and Order of the Arrow representative; and

WHEREAS, Eli was very active in the troop, accruing approximately 205 camping nights and 163 miles backpacking by participating in dozens of outings which included canoeing, bicycling, snowshoeing, summer and winter camping and two national high adventure trips – Philmont and Northern Tier; and

WHEREAS, Eli’s Eagle project was the proposal, design and construction of a safety barrier between the track and the discus throwing vector, a concrete sidewalk alongside and leading to the discus throwing ring, and a landscaping/beautification of the throwing pits at the Paul A. Nilsson Track Complex in Williamston; and

WHEREAS, he logged an additional 204 hours in service and leadership of fellow scouts, friends and adults to complete the project; and

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

WHEREAS, to achieve the Eagle rank, a scout must demonstrate leadership and citizenship while earning 21 merit badges before reaching the age of 18.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners congratulates Eli N. Yauk for earning the rank of Eagle Scout and extends its sincere appreciation to Eli for serving as a positive role model for the youth in our community.

COUNTY SERVICES:  Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
   Nays: None    Absent: Sebolt   Approved 5/02/2017

Adopted as part of a consent agenda.
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE GRIEVANCE SETTLEMENT AGREEMENT WITH MICHIGAN NURSES ASSOCIATION, NURSE PRACTITIONERS/CLINIC NURSES UNIT

RESOLUTION # 17 – 170

WHEREAS, the Michigan Nurses Association filed a grievance regarding sharing the responsibility of medication administration with Medical Assistants in the United Auto Workers – TOPS Unit; and

WHEREAS, all Parties are desirous of settling matters related to this grievance; and

WHEREAS, representatives from the Health Department, Human Resources, and the County Attorney met with the Michigan Nurses Association and discussed the issue; and

WHEREAS, the parties reached tentative agreement and prepared the attached Grievance Settlement Agreement between Ingham County and Michigan Nurses Association.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached Grievance Settlement Agreement, settling the matter with the Michigan Nurses Association.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Grievance Settlement Agreement on behalf of the County, subject to the approval as to form by the County Attorney.

COUNTY SERVICES:  Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville

Nays: None  Absent: Sebolt  Approved 5/02/2017

Adopted as part of a consent agenda.
GRIEVANCE SETTLEMENT AGREEMENT

BETWEEN

INGHAM COUNTY (Employer)

AND

MICHIGAN NURSES ASSOCIATION (Union)
NURSE PRACTITIONERS/CLINIC NURSES UNIT

WHEREAS, the Ingham Community Health Centers ("ICHC") seeks to provide quality patient centered care within the resources available from billed patient services, grants and general fund dollars; and

WHEREAS, ICHC ended FY2016 approximately $925,000 over budget and the Health Centers have been informed that such budget deficits cannot continue; and

WHEREAS, ICHC is seeking to increase revenue from existing sources and decrease costs by changing staffing patterns to maximize efficiencies and eliminate waste; and

WHEREAS, it is the goal of the ICHC that all RNs practice at the maximum level within their job descriptions; and

WHEREAS, it is anticipated that future opportunities may include Care Management and MIHP education as we expect these services to be reimbursable and will assist in generating revenue to cover staff costs; and

WHEREAS, the integrity of the bargaining unit and patient safety are significant concerns of the Union; and

WHEREAS, in June of 2016, ICHC requested the agreement of the Michigan Nurses Association to allow Medical Assistants in the UAW to share the responsibility of medication administration; and

WHEREAS, citing safety and concerns regarding transfer of such duties, the Michigan Nurses Association made a demand to bargain over the issue. Michigan Nurses Association also filed a timely grievance dated October 4, 2016, over the issue.

The Parties desire to resolve this grievance amicably and avoid the cost and time associated with arbitration and unfair labor practice charges. Accordingly, the Parties mutually agree to resolve the dispute under the following terms:

1. The Employer commits that it will not use, directly or indirectly, the transfer of medication administration duties as a basis or factor in any reduction in bargaining unit registered nurse positions currently working as Health Center Nurse or Charge Nurse. As provided in this Agreement, work traditionally and exclusively performed by members of
the MNA bargaining unit (i.e. medication administration), will not be assigned to non-bargaining unit employees for the purpose of eroding the MNA bargaining unit.

2. In exchange, the MNA agrees that medication administration will be a shared responsibility of Medical Assistants and Registered Nurses, depending on organizational need.

   a. However, the Employer commits that it will only assign medication administration to medical assistants that have a medical assistant certification through an accredited Medical Assistant Program and additional training in medication administration, or by medical assistants currently employed by ICHC who are provided with in-house training.

3. It is understood by the Parties that Bargaining Unit Registered Nurses and Nurse Practitioners shall not delegate to Medical Assistants the administration of medication. Furthermore, medication administration performed by Medical Assistants will not be performed under the Bargaining Unit Registered Nurses or Nurse Practitioner’s license.

   a. The Parties recognize the Medical Assistants and Nurses work as a team; however, with the sole exception of currently employed Medical Assistants who will be trained on medication administration in-house Registered Nurses and Nurse Practitioners shall not be expected to routinely or formally supervise or train Medical Assistants during the performance of medication administration including vaccinations. It is understood that formal and/or routine supervision and training is solely the responsibility of supervisors of the ICHC. It is further understood that Registered Nurses and Nurse Practitioners in the Bargaining Unit have an ethical duty to report to their supervisors if they observe occurrences of inappropriate medication administration as well as to bring the incident to the attention of the Medical Assistant.

   b. Although it is understood that routine or formal supervision and training of Medical Assistants is solely the responsibility of designated training staff or a Nurse Educator or supervisors of the ICHC, professional feedback, counseling, or clarification is expected from bargaining unit Registered Nurses and Nurse Practitioners on an incidental basis.

4. ICHC may utilize attrition to reallocate RN staff within the organization as needed, so that no currently employed Registered Nurses would be displaced as a result of transferring medication administration duties to Medical Assistants. Operational needs will be evaluated as openings arise based on the number of visits per clinic and its remaining staff, and following a meet and confer with the President of the MNA Bargaining Unit.
5. The October 4, 2016 Grievance filed by the MNA and referred to above shall be withdrawn by the MNA following execution of this Settlement Agreement.

COUNTY OF INGHAM

Sarah Anthony, Chairperson
Ingham County Board of Commissioners

MICHIGAN NURSES ASSOCIATION

Kathryn Kacynski

Linda Vail, Health Officer

Jane Southwell

APPROVED AS TO FORM
FOR THE COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

Bonnie G. Toskey
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 4

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT

RESOLUTION #17-171

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated April 18, 2017 as submitted.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

Adopted as part of a consent agenda.
<table>
<thead>
<tr>
<th>R/W PERMIT#</th>
<th>R/W APPLICANT/CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-149</td>
<td>INGHAM COUNTY DRAIN COMM</td>
<td>MISCELLANEOUS</td>
<td>VARIOUS</td>
<td>VARIOUS</td>
<td></td>
</tr>
<tr>
<td>2017-150</td>
<td>MERIDIAN TOWNSHIP</td>
<td>WATERMAIN</td>
<td>TOWNER RD &amp; SAGINAW ST</td>
<td>MERIDIAN</td>
<td>4</td>
</tr>
<tr>
<td>2017-153</td>
<td>CONSUMERS ENERGY</td>
<td>ELECTRIC / UG</td>
<td>JOLLY OAK RD &amp; JOLLY RD</td>
<td>MERIDIAN</td>
<td>33</td>
</tr>
<tr>
<td>2017-154</td>
<td>MERIDIAN TOWNSHIP</td>
<td>SANITARY / WATERMAIN</td>
<td>HASLETT RD &amp; RIDGEWAY DR</td>
<td>MERIDIAN</td>
<td>11</td>
</tr>
<tr>
<td>2017-155</td>
<td>VARIOUS TOWNSHIPS</td>
<td>SPECIAL EVENT</td>
<td>VARIOUS</td>
<td>VARIOUS</td>
<td></td>
</tr>
<tr>
<td>2017-161</td>
<td>EDS IRRIGATION</td>
<td>ANNUAL PERMIT</td>
<td>VARIOUS</td>
<td>VARIOUS</td>
<td></td>
</tr>
<tr>
<td>2017-162</td>
<td>G.A. HUNT</td>
<td>SANITARY</td>
<td>MELVILLE DR &amp; PARK LAKE</td>
<td>MERIDIAN</td>
<td>17</td>
</tr>
<tr>
<td>2017-163</td>
<td>MERIDIAN TOWNSHIP</td>
<td>SPECIAL EVENT</td>
<td>VARIOUS</td>
<td>MERIDIAN</td>
<td></td>
</tr>
<tr>
<td>2017-164</td>
<td>FRONTIER</td>
<td>CABLE / UG</td>
<td>GRAMER RD &amp; GRIEB RD</td>
<td>LEROY</td>
<td>12</td>
</tr>
<tr>
<td>2017-168</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>SEMINOLE DR &amp; HILLCREST AVE</td>
<td>MERIDIAN</td>
<td>21</td>
</tr>
<tr>
<td>2017-169</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>EIFERT RD &amp; HOLT RD</td>
<td>DELHI</td>
<td>16</td>
</tr>
<tr>
<td>2017-170</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>TOWAR AVE &amp; BIRCH ROW</td>
<td>MERIDIAN</td>
<td>6</td>
</tr>
<tr>
<td>2017-171</td>
<td>AT &amp; T</td>
<td>CABLE / UG</td>
<td>NEWMAN RD &amp; MARSH RD</td>
<td>MERIDIAN</td>
<td>22</td>
</tr>
</tbody>
</table>
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 5

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A LETTER OF UNDERSTANDING WITH UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA (UAW-TOPS) REGARDING THE MEDICAL ASSISTANT CLASSIFICATION

RESOLUTION # 17 – 172

WHEREAS, the County of Ingham (Employer) and the United Automobile, Aerospace and Agricultural Implement Workers of America (UAW) have entered into a collective bargaining agreement with a term running from January 1, 2015 through December 31, 2017; and

WHEREAS, the Employer recognized a need to assign medication administration duties to the Medical Assistant classification, represented by UAW; and

WHEREAS, the Employer and the UAW-TOPS, Local 2256 are agreeable to the change to the duties of the classification, as reflected in the attached Letter of Understanding between the parties; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the Human Services Committee, County Services Committee and Finance Committee regarding the addition of medication administration to the classification.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Neyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM (Employer)
AND
UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL IMPLEMENT
WORKERS OF AMERICA (UAW) INGHAM COUNTY UNIT LOCAL #2256 (Union)

WHEREAS, the Employer and the Union have entered a collective bargaining agreement that covers the Medical Assistant classification ("MA"), extending through December 31, 2017; and

WHEREAS, the Employer seeks to assign medication administration duties to the MAs; and

WHEREAS, those MAs who complete the necessary training or are currently certified to perform medication administration and demonstrate proficiency will assume those job duties and responsibilities set out in the new position description; and

WHEREAS, the Employer recognizes that the addition of medication administration duties for current MAs justifies additional compensation in the form a one-time lump sum payment; and

WHEREAS, the Employer and the Union agree to add medication administration duties for those MAs that demonstrate proficiency.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. Those MAs that are employed by the Employer on the date this LOU is executed by both parties will be required to attend training, paid for by the Employer, for medication administration. For those MAs that are currently certified for medication administration, they may begin performing these duties as soon as they have demonstrated proficiency to the Employer’s satisfaction, with or without completing the training.

2. Upon completion of the training, 80% of the total number of MAs that are employed by the Employer on the date this LOU is executed must demonstrate proficiency to the Employer’s satisfaction and be willing and able to perform medication administration. In the event a current MA does not demonstrate proficiency or is unwilling and unable to perform medication administration, they may continue to be employed under the previous position description (that does not include medication administration) or reassigned.

3. The revised MA position description that includes medication administration is attached as Exhibit 1.

4. Upon demonstrating proficiency in medication administration to the Employer’s satisfaction, those MAs that are employed by the Employer on the date this LOU is executed by
both parties will be paid on a one-time basis the gross sum of $1,000.00 by separate payroll check, less applicable withholdings.

5. In the event the ability of the MAs to perform medication administration is challenged before MERC, the Employer may suspend or discontinue this LOU upon 30 days written notice to the Union.

6. It is expressly understood and agreed by the parties that because of the particular set of factual circumstances, this LOU is without precedence or prejudice as to any other cases.

7. All the other terms and condition specified in the parties’ collective bargaining agreement shall remain in full force and effect.

COUNTY OF INGHAM

Sarah Anthony, Chairperson  Date
Ingham County Board of Commissioners

UAW LOCAL 2256

Sally Auer, Chairperson  Date

Date

Date

APPROVED AS TO FORM
FOR THE COUNTY OF INGHAM:
COHL, STOKER & TOSKEY, P.C.

Mattis Nordfjord
MAY 9, 2017 REGULAR MEETING

Exhibit 1 – LOU UAW

INGHAM COUNTY
JOB DESCRIPTION
MEDICAL ASSISTANT I

**General Summary:** Under the supervision of a Health Center Supervisor, assists health care providers with examinations and procedures to ensure an expeditious flow of patients through the clinic. Upon direction of the provider conducts various tests to identify health problems in patients. May determine eligibility for center services. Tasks include conducting initial interviews, preparing patients for examinations, administering medications, injections and standardized tests, and recording results.

**Essential Functions:**
1. Receives patients and their families at a health center or screening site. Coordinates initial interview, gathers background information, and assists in the completion of various forms and applications. Answers routine questions regarding operations and related services.
2. Prepares patients for examination by escorting them to examination rooms, documenting complaints and symptoms. Taking vital signs including temperature, blood pressure, pulse and pulse oximetry. Measures height, weight and pediatric head circumference. Records vital statistics and relevant visit information in patient electronic health record (EHR).
3. Arranges for specialized testing, medical procedures and specialist referrals. Completes necessary paperwork and EHR documentation, contacts specialist’s offices, hospitals, labs or other facilities to make appointments as needed. Contacts patients or caregivers to inform them of appointments. Completes paperwork, notifies patients or caregivers and assists in tracking of referrals to ensure necessary care is completed. Forwards to proper personnel to complete referral authorizations as needed.
4. Administers standardized tests or performs procedures ordered by providers such as developmental screening, EKGs, peak flow meter testing, ear irrigations and vision/hearing tests.
5. Assist health care professionals conducting medical examinations as required.
6. Collects specimens such as blood, urine and throat swabs per provider and/or standing order upon proof of competency. Collects or receives samples and conducts CLIA Waived tests per Ingham Community Health Center (ICH) quality assurance training and documents within EHR. May prepare specimens to be sent to outside laboratories.
7. Administers medications and injections safely following established standards, policies and procedures.
8. Documents all care and communication within the EHR per training and established procedure.
9. Provides care following established procedure under the Patient-Centered Medical Home model of care.
10. Prepares assigned clinic area for daily activities to meet provider and patient needs according to established protocols and established checklists. Order materials, supplies, medications, vaccines, test kits and other items needed.
11. Assists other support staff as necessary and performs a variety of clerical, record keeping and account keeping assignments.
12. Provides all care and communication according to the Health Department Core Values.
13. Attends staff meetings and trainings as assigned.

Other Functions:
- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPAA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to, but not limited, to those in his/her job description.

(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)

Employment Qualifications:

Education: Possession of a high school diploma or equivalent. Graduation from a recognized Medical Assistant program and certification as a Medical Assistant such that they meet the federal guidance for Meaningful Use compliance. Current CPR training must be maintained during employment.

Experience: Prefer six months experience in a clinic setting.

Other Requirements:
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)

Working Conditions:
1. This position works in an indoor environment. There is no planned exposure to prominent lights, noises, odors, temperatures or weather conditions.
2. This position operates non-powered hand tools such as medical equipment, etc.
3. This position is exposed to communicable diseases, blood, other body fluids. etc.
4. This position is exposed to individuals in crisis. These individuals may suffer from mental or emotional illness, have violent tendencies or be unconcerned with their personal safety and hygiene.
Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position’s physical requirements require little to no stamina in traversing, climbing, balancing, squatting, kneeling and crawling.
- This position’s physical requirements require periodic stamina in sitting, twisting, bending, stooping/crouching, lifting, pushing and pulling.
- This position’s physical requirements require continuous stamina in standing, walking, carrying, reaching, grasping, handling, pinching, typing, enduring repetitive movements of the wrists, hands or fingers.
- This position performs light work requiring the ability to exert 20 pounds or less of force in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm’s reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

Union UAW
Pay Grade D
Updated 4/17/17
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RECORDS MANAGEMENT SYSTEMS SUPPORT

RESOLUTION # 17 - 173

WHEREAS, the Ingham County Sheriff’s Office has had for several years an RMS (Records Management System) from TriTech Software Systems that operates both police and corrections records; and

WHEREAS, each year the County pays out of LOFT funds yearly customer support updates from TriTech Software Systems for the Sheriff’s Office; and

WHEREAS, the 2017 TriTech Software Systems annual maintenance contract for the Sheriff’s Office RMS is $24,890.46.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize renewal of the 2017 annual support for TriTech Software Systems for the Sheriff’s Office RMS (Records Management System) for an amount not to exceed $24,890.46.

BE IT FURTHER RESOLVED, the total cost is budgeted for 2017 within account #636-25820-932050.

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

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

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE INGHAM COUNTY LOCAL PURCHASING
PREFERENCE POLICY

RESOLUTION #17 – 174

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #05-044, which amended the purchasing policies to include a provision for local purchasing preference; and

WHEREAS, the Board of Commissioners desires to continue utilizing the Local Purchasing Preference Policy (LPPP) believing that it encourages local vendors to provide good and services to Ingham County government resulting in increased economic activity through more local jobs, tax revenues, and expenditures, and that it entices business relocations to the County; and

WHEREAS, the Board of Commissioners has determined that the LPPP needs to be amended to include a provision for addressing bidding scenarios where there are multiple registered local vendors (RLVs) bidding on a County contract and where the low bidder is utilizing non-local subcontractors for more than fifty percent (50%) of the contract work.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes amending the Local Purchasing Preference Policy to include the following language:

BE IT FURTHER RESOLVED, that when there are two registered local vendors (RLVs) bidding on a County contract and when the low bidder is utilizing non-local subcontractors for more than fifty percent (50%) of the contract work, then the non-low RLV who is within ten percent (10%) of the lowest RLV’s bid and who is also utilizing non-local subcontractors for less than fifty percent (50%) for the contract, shall be given an opportunity to reduce its cost to match the low RLV’s bid, and in doing so, shall be recommended for the award of the contract.

BE IT FURTHER RESOLVED, that in the event that there are multiple RLVs who are within ten percent (10%) of the lowest RLV who is using more than fifty percent (50%) of non-local vendors for the contract, the RLV who is utilizing the largest percentage of local subcontractors shall be given an opportunity to reduce its cost to match the low RLV’s bid, and in doing so, be recommended for award of the contract; provided, however, that the percentage of non-local subcontractors utilized does not exceed fifty percent (50%); in the event that all non-low RLVs are using the same percentage of local subcontractors, the Purchasing Director shall toss a coin to determine the recommended bidder for contract award.
MAY 9, 2017 REGULAR MEETING

COUNTY SERVICES: Yea: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yea: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT TO SUPPLY FUEL AND FUEL-RELATED ADDITIVES FOR COUNTY-OWNED VEHICLES AND EQUIPMENT

RESOLUTION # 17 – 175

WHEREAS, the County requires a primary supplier of fuel for County-owned and operated vehicles and equipment at fair and reasonable prices on an as-needed basis; and

WHEREAS, the Purchasing Department solicited proposals for the purchase of fuel, and after review and evaluation, recommends entering into contract with the most responsible proposer, Michigan Fleet Fueling Solutions, a local vendor, to supply fuel and fuel-related additives for County-owned vehicles and equipment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Michigan Fleet Fueling Solutions to supply fuel and fuel-related additives for County-owned vehicles and equipment for a period of three (3) years with an option to renew the contract for an additional two-year period.

BE IT FURTHER RESOLVED, that the price charged to the County for fuel purchases shall be based on Michigan Fleet Fueling Solutions’ cost on the date of purchase plus a $0.07 per gallon differential for all types of fuel purchased; diesel exhaust fluid shall be $2.69 per gallon.

BE IT FURTHER RESOLVED, that this differential shall be added to Michigan Fleet Fueling Solutions’ actual invoice cost to determine the County’s fuel price, excluding any exempt taxes.

BE IT FURTHER RESOLVED, that the fuel will be purchased by County departments utilizing a card accounting system to be provided by Michigan Fleet Fueling Solutions.

BE IT FURTHER RESOLVED, that departments utilizing these fueling services will have their individual line item 747000 charged back by Financial Services.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson is authorized to sign the contract documents consistent with this Resolution after approval as to form by the County Attorney.
MAY 9, 2017 REGULAR MEETING

COUNTY SERVICES:  Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
                  Nays: None    Absent: Sebolt  Approved 5/02/2017

FINANCE:  Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Nacyaert
          Nays: None    Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 9

Introduced by the County Services and Finance Committees of the:

INOCHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT TO REMOVE THE OLD CAULK AND RE-CAULK THE HUMAN SERVICES BUILDING SKYLIGHTS

RESOLUTION # 17 – 176

WHEREAS, the Facilities Department would like to have the skylights at the Human Services Building repaired; and

WHEREAS, the caulking has deteriorated to the point of the skylights leaking, every time it rains, causing continuous damage; and

WHEREAS, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Sieloff Glass & Screen, a local vendor, who provided the lowest responsive and responsible bid of $6,000.00; and

WHEREAS, the Facilities Department had funds available for a drop ceiling project which has since been put on hold due to the fact that the skylights are an urgent repair, to avoid further damage; and

WHEREAS, the drop ceiling project, 5FC07, has been renamed to accommodate this urgent repair; and

WHEREAS, funds for this project are available in the approved CIP line item #631-23304-976000-5FC07 which has a current balance of $10,000.00 for Human Services Building skylight restoration.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Sieloff Glass & Screen, 1110 East Oakland Avenue, Lansing, Michigan, 48906 to remove the old caulk and re-caulk the Human Services Building skylights.

BE IT FURTHER RESOLVED, 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.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yeas: Grebner, McGraw, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED - MAY 9, 2017
AGENDA ITEM NO. 10

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR HUMAN SERVICES BUILDING PARKING LOT IMPROVEMENTS

RESOLUTION # 17 - 177

WHEREAS, the Facilities Department would like to replace the North end and Southeast corner of the Human Services Building parking lot; and

WHEREAS, these areas have deteriorated to the point where they have become a safety hazard and need to be repaired; and

WHEREAS, it has been recommended to Ingham County, by Wolverine Engineers & Surveyors, Inc., that a contract be awarded to Perfitt Excavating, Inc., a local vendor, who provided the lower of two bids, for parking lot improvements; and

WHEREAS, both Wolverine Engineers & Surveyors, Inc., and Ingham County have worked with Perfitt Excavating, Inc. in the past, and have been more than satisfied with the professional results; and

WHEREAS, Perfitt Excavating, Inc. a local vendor, provided the lowest bid of $210,816.00 for parking lot improvements; and

WHEREAS, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Perfitt Excavating, Inc., who provided the lowest, most responsive and responsible bid of $210,816.00; and

WHEREAS, funds for this project are available in the 2016 approved CIP line item #631-23304-931000-6FC06 which has a current balance of $229,960.00 for Human Services Building parking lot replacement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Perfitt Excavating, Inc., 1957 Seven Gables Road, Dansville, Michigan, 48819, for Human Services Building parking lot improvements.

BE IT FURTHER RESOLVED, 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.
MAY 9, 2017 REGULAR MEETING

COUNTY SERVICES:  Yeas:  Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville  
Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE:  Yeas:  Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert  
Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 11

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT
WITH STOCKBRIDGE TOWNSHIP

RESOLUTION # 17 – 178

WHEREAS, Stockbridge Township and the Ingham County Road Department have agreed that asphalt wedging where needed, single course chip sealing and related repairs are needed on the following local roads in Stockbridge Township due to normal deterioration over time:

Budd Rd, Milner to Oakley Roads
Oakley Rd, Budd to Burden Roads
Burden Rd, Oakley Rd to M-36
Stilson Rd, Catholic Church Rd to Dexter Trail
Mocchel Rd, Baseline to Heeney Roads
Chapman, O’Brien to Catholic Church Roads
Adams Rd, Morton Rd to Dexter Trail

A total of length of 9 miles at an estimated cost of $200,000 for materials only with labor to be provided by the road department without charge to the project; and

WHEREAS, Stockbridge Township and the Ingham County Road Department have also agreed to gravel and place culverts where needed on Oakley Road, Budd Rd to north Township limit at an estimated cost of $75,000 for materials only with labor to be provided by the road department without charge to the project, (work proposed for but not completed in 2016) for a total estimated 2017 local road program cost of $275,000; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken by road department crews and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed ten percent (10%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed by road department crews during the construction season of the 2017 calendar year subject to final approval by, or as modified by Stockbridge Township.
MAY 9, 2017 REGULAR MEETING

BE IT FURTHER RESOLVED, that for 2017, the Road Department has allocated to Stockbridge Township’s local roads, a maximum sum of $22,200 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to $22,200 from the County Road Fund toward the cost of said improvement.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the savings shall first accrue to the Township for any final costs down to $44,400, and then for any lower final costs, be split evenly between the Township and the Road Department.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stockbridge Township to effect the above described local road improvements as provided above.

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

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
   Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
   Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LOCKE TOWNSHIP

RESOLUTION # 17 - 179

WHEREAS, Locke Township desires that improvements be performed on various Locke Township local roads in Locke Township as part of the 2017 local road program to include asphalt leveling and maintenance pads where necessary on portions of Bell Oak, Harris and Royce Roads, and any other local roads in Locke Township as necessary and as budget may allow, up to matching program budget limit of approximately 1430 tons of asphalt paving total for all roads, at a total estimated cost on all of the roads of $57,336.00 for material only; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken by road department crews, to pay for a portion of the cost of said improvements from the County Road Fund, and to contribute labor without additional charge to the Township; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in the Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2017 calendar year.

BE IT FURTHER RESOLVED, that for 2017 the County on behalf of the Road Department has allocated to Locke Township's local roads, a maximum sum of $22,200 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute one half the final project cost, up to a maximum of $22,200.00, toward the cost of said improvement from the County Road Fund, and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to $44,400 (2 times the
maximum match available of $22,200), and then be split evenly between the parties for any final costs below $44,400.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Locke Township to effect the above described local road improvements as provided above.

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

COUNTY SERVICES: Yea:s: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE: Yea:s: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE OF TANDEM AXLE TRUCK CHASSIS EQUIPMENT

RESOLUTION # 17 – 180

WHEREAS, the Road Department needs to replace three of its existing tandem axle dump trucks which have aged past the point of economical serviceability; and

WHEREAS, the Road Department adopted 2017 budget includes in capital road equipment expenditures, funds for this purchase as it is also included in the 2017 road equipment replacement plan; and

WHEREAS, equipment and components are needed to complete the new tandem axle truck chassis in RFP 96-17; and

WHEREAS, bids for equipment to complete the new tandem axle truck chassis were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to award contracts to Certified Power Inc. of Perrysburg OH for hydraulic components at a cost not to exceed $56,682.00 and to Knapheide Truck of Flint MI for truck equipment at a cost not to exceed $83,502.00, resulting in an overall cost of $140,184.00.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bids, and authorizes the purchase of components and equipment needed to complete the new tandem axle truck chassis at a cost not to exceed $140,184.00.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to sign any necessary purchase documents on behalf of the County.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
            Nays: None    Absent: Sebolt    Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
            Nays: None    Absent: None    Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORE PURCHASE OF TANDEM AXLE TRUCK CHASSIS

RESOLUTION # 17 – 181

WHEREAS, the Road Department needs to replace three of its existing tandem axle dump trucks which have aged past the point of economical serviceability; and

WHEREAS, the Road Department adopted 2017 budget includes in capital road equipment expenditures, funds for this purchase as it is also included in the 2017 road equipment replacement plan; and

WHEREAS, bids for new tandem axle truck chassis were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to purchase three Western Star truck chassis from D&K Truck Company 3020 Snow road Lansing, Michigan 48917, at a cost of $295,745. The replaced units will be sold at auction for a price yet to be determined which will be placed in the equipment replacement fund.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bid and authorizes the purchase of three Western Star truck chassis from D&K Truck Company of Lansing MI., at a cost not to exceed $295,745.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to sign any necessary purchase documents on behalf of the County.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
  Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
  Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
Introducing by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR RENTAL AND CLEANING SERVICES
FOR UNIFORM WORK APPAREL, FLOOR MATS, AND SHOP TOWELS

RESOLUTION #17 – 182

WHEREAS, the Road Department provides flame resistant uniforms for its mechanics and fleet manager per their respective labor agreements, and services to supply mechanics’ shop towels, floor mat and related services for all Road Department facilities; and

WHEREAS, the Purchasing Department recently released bid packet #62-17 and received sealed, competitive bid proposals for these services for the next 3 year period with a 2 year renewal option, beginning from date of service contract execution; and

WHEREAS, the current vendor, Unifirst Corporation of Taylor, MI and Cintas Corporation, 3524 S. Canal road Lansing, Michigan 48917 were the only responding bidders; and

WHEREAS, bids for rental and cleaning services for uniform work apparel, floor mats and shop towels were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to award the contract to the second low bidder, Cintas Corporation, 3524 S. Canal road Lansing, Michigan 48917; and

WHEREAS, the Cintas Corporation bid has an Uniform Advantage program available, for uniform replacement, with a price of $0.06 per a garment, per each week, with no additional replacement cost. With the current work force at the road department, this cost would be $15.12 a week.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid, and authorizes entering into a contract with Cintas Corporation, 3524 S. Canal road Lansing, Michigan 48917 for rental and cleaning services for uniform work apparel with the Advantage program, floor mats and shop towels with delivery to the Road Department per bid packet 62-17 for annual costs of $7249.32 for the three year period, with a 2 year renewal option, beginning from date of service contract execution.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution on behalf of the County after approval as to form by the County Attorney.
COUNTY SERVICES: Yea: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yea: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 16

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE OF PROCESSED ROAD GRAVELS, VARIOUS CRUSHED AGGREGATES, AND 2NS SAND MIXTURES

RESOLUTION # 17 – 183

WHEREAS, the Road Department annually purchases 22A and 23A processed road gravels, 6A crushed limestone and 6A natural aggregates, and 2NS sand mixtures. The different types of aggregates are designed to meet the various needs for winter maintenance, building and repairing of county roads; and

WHEREAS, the Road Department’s adopted 2017 budget includes controllable expenditures, funds for this and other maintenance material purchases; and

WHEREAS, a blanket PO shall be processed for 22A and 23A processed road gravels, 6A crushed limestone and 6A natural aggregates, and 2NS sand mixtures from the 3 vendors, based on bid unit price, supplier proximity to the work being performed, availability of required material, quality of materials, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed $200,000; and

WHEREAS, bids for 22A and 23A processed road gravels, 6A crushed limestone and 6A natural aggregates, and 2NS sand mixtures were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #102-17, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchase on an as-needed, unit price per ton basis from 3 responding bidders: Sunrise Aggregate, Carrick Trucking and Stoneco of Michigan (pricing included on the bid tab portion of the attached summary) and purchase on an as-needed, unit price per ton basis; and

WHEREAS, the decision to where the aggregates will be purchased on any given operation will be based on Road Department staff’s judgment as to which supplier is most advantageous for the County. This decision will be based on a combination of bid unit price, supplier proximity to the work being performed, availability of required material, quality of materials, with preference based on lowest qualifying bid unit price per ton.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the bids, and authorizes the purchase of 22A and 23A processed road gravels, 6A crushed limestone and 6A natural aggregates, and 2NS sand mixtures on an as-needed, unit price per ton from Sunrise Aggregate, Carrick Trucking and Stoneco of Michigan. This agreement will be a 1 year contract with a 1 year renewal option with the approved aggregate suppliers.

BE IT FURTHER RESOLVED, that the Road Department and Purchasing Department are hereby authorized to execute purchase orders with all three above listed suppliers and purchase aggregate materials as needed and budgeted.
MAY 9, 2017 REGULAR MEETING

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None Absent: Sebolt Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 17

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR BEVERAGE SERVICES

RESOLUTION # 17 – 184

WHEREAS, the Potter Park Zoological Society previously managed the operation of the Zoo concessions; and

WHEREAS, the new agreement between the County and the Zoological Society, Resolution #17-069, transfers operations of the concessions to the County; and

WHEREAS, the concessions at Potter Park Zoo offers beverages for purchase; and

WHEREAS, the Zoo Director and the Purchasing Director reviewed the bid for RFP #47-17 submitted by PepsiCo and found it to meet the criteria necessary for beverage services at Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society spent $11,274 with PepsiCo in 2016 with a minimum net profit of $25,000; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2017 Zoo budget account #258-69200-641000, #258-69200-671150, and #258-69200-726010.

THEREFORE BE IT RESOLVED, the Board of Commissioners hereby authorizes awarding a contract for three years with an additional two year extension option, to PepsiCo for beverage services at Potter Park Zoo, based on its proposal dated April 4, 2017.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the County Attorney to prepare the necessary documents.

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

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.

COUNTY SERVICES:  Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE:  Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR AMUSEMENT SERVICES

RESOLUTION #17 – 185

WHEREAS, the Potter Park Zoological Society previously managed the operation of the Zoo encounters; and

WHEREAS, the new agreement between the County and the Zoological Society, Resolution #17-069, transfers operations of encounters including the train ride and bungee experience to the County; and

WHEREAS, the train ride and bungee experience enhance guest experience by offering diversity in activities at the Zoo for visitors; and

WHEREAS, Pilot EG LLC has offered quality amusement services at Potter Park Zoo from 2013-2016 through the Potter Park Zoological Society; and

WHEREAS, in 2016 the Potter Park Zoological Society’s net revenue for the train ride and bungee encounter was $16,124; and

WHEREAS, the Zoo Director and Purchasing Director reviewed the bid submitted by Pilot EG LLC and found it to meet the criteria necessary for amusement services at Potter Park Zoo; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2017 Zoo budget account #258-69200-627500 and #258-69200-705000.

THEREFORE BE IT RESOLVED, the Board of Commissioners hereby authorizes awarding a contract for three years with an additional two year extension option, to Pilot EG LLC for the train ride and bungee experience at Potter Park Zoo, based on its proposal dated March 6, 2017.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the County Attorney to prepare the necessary documents.

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

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.
MAY 9, 2017 REGULAR MEETING

COUNTY SERVICES:  
Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville  
Nays: None  
Absent: Sebolt  
Approved 5/02/2017

FINANCE:  
Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert  
Nays: None  
Absent: None  
Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 19

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT CHARITABLE DONATIONS FROM THE
POTTER PARK ZOOLOGICAL SOCIETY

RESOLUTION # 17 – 186

WHEREAS, the Potter Park Zoological Society whose mission, starting in 1969 as Friends of the Zoo, is to support the Potter Park Zoo through educational programing, volunteerism, public relations services, special events, and fundraising; and

WHEREAS, the Potter Park Zoological Society is a private, 501c (3) nonprofit, fundraising organization that raises funds to support the Potter Park Zoo; and

WHEREAS, local individuals, businesses, and organizations support the Zoo through donations to the Zoological Society; and

WHEREAS, the intent of charitable gifts is that the donations are to be used solely and exclusively to benefit Potter Park Zoo by assisting in providing quality visitor experience and helping to achieve the Zoo’s mission to “Inspire people to conserve animals in their natural world”.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the acceptance of unrestricted monetary and physical donations, or restricted monetary and physical donations up to $25,000 from the Potter Park Zoological Society to Potter Park Zoo.

BE IT FURTHER RESOLVED, the Potter Park Zoo Director will provide a quarterly report in January, April, July and October to the Ingham County Board of Commissioners and Potter Park Zoo Advisory Board detailing all donations from the Potter Park Zoological Society.

BE IT FURTHER RESOLVED, accepted monetary and physical donations will become the property of Ingham County and will be used, maintained, and disposed of in accordance with County policy.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to make necessary adjustments to the Potter Park Zoo budget to accept donations and to account for any funds received and the disbursement thereof in accordance with this resolution.

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
Nays: None    Absent: Sebolt    Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None    Absent: None    Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 20

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PARTICIPATION IN U.S. GEOLOGICAL SURVEY
RED CEDAR RIVER FLOODPLAIN REMAPPING

RESOLUTION # 17 – 187

WHEREAS, the current Flood Insurance Study (FIS) for Ingham County was published by the Federal Emergency Management Agency (FEMA) with an effective date of August 1, 2011; and

WHEREAS, hydrologic and hydraulic analyses for the 2011FIS on Grand River, Red Cedar River and Sycamore Creek were completed in 1978; and

WHEREAS, Lansing officials believe the current effective FIS, including Grand River, Red Cedar River and Sycamore Creek no longer reflect flood potential along these waterways; and

WHEREAS, updated analyses of these waterways would aid officials in assessing the flood risk potential and identification of flood hazard areas in Ingham County; and

WHEREAS, updated analyses of these waterways will benefit property owners by eliminating unnecessary flood insurance requirements; and

WHEREAS, the Ingham County Board of Commissioners desires to participate in the enhanced flood warning system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes County participation in the U.S. Geological Survey Red Cedar River Floodplain Remapping project for the years 2018 and 2019 at a total cost not to exceed $22,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make necessary budget commitments to reflect this participation in the U.S. Geological Survey Red Cedar River Floodplain Remapping project.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary documents on behalf of Ingham County after approval as to form by the County Attorney.
COUNTY SERVICES: Yeas: Celentino, Crenshaw, Nolan, Koenig, Maiville
Nays: Grebner  Absent: Sebolt  Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
INГОHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH
THE CAPITOL COUNCIL OF GOVERNMENTS CAPCOG INITIATIVE FOR 2017

RESOLUTION # 17 – 188

WHEREAS, the Capitol 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 is requesting an annual contribution for the CAPCOG initiative from each of the partners for a total commitment of $25,000, of which $12,000 would be earmarked for lobbying expenses; and

WHEREAS, Ingham County’s commitment would be $5,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a $5,000 contract from the contingency fund for Ingham County’s annual commitment to the Capitol Council of Governments CAPCOG Initiative for the calendar year 2017.

BE IT FURTHER RESOLVED, the CAPCOG initiative will report on an annual basis on the programmatic and financial outcomes of the initiative.

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

FINANCE: Yeas: McGrain, Hope, Anthony, Schafer, Case Naeyaert
Nays: Grebner, Tennis Absent: None Approved 5/03/2017

Commissioner Grebner moved to approve the resolution. Commissioner McGrain supported the motion.

The motion carried. Yeas: Anthony, Banas, Case-Naeyaert, Celentino, Crenshaw, Hope, Koenig, Maiville, McGrain, Nolan and Schafer Nays: Grebner, Sebolt, and Tennis Absent: None
MAY 9, 2017 REGULAR MEETING

INTRODUCED BY THE LAW & COURTS COMMITTEE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO HONOR SERGEANT ERIC COMMON OF THE INGHAM COUNTY SHERIFF’S OFFICE

RESOLUTION # 17 – 189

WHEREAS, Sergeant Eric Common was hired by the Ingham County Sheriff’s Office as a Deputy in July of 1993 and assigned to Corrections; and

WHEREAS, Sergeant Common worked as a Deputy in the Corrections Division for the Ingham County Sheriff’s Office until February of 1997; and

WHEREAS, in February of 1997, Sergeant Common was transferred to the transport unit, which he was on until May of 1997; and

WHEREAS, in May of 1997, Sergeant Common was transferred to the Field Services Division; and

WHEREAS, in November of 2003, Sergeant Common was promoted to the rank of Sergeant; and

WHEREAS, in November of 2003, Sergeant Common was assigned to supervise the Veteran’s Memorial Court unit as a Sergeant; and

WHEREAS, in September 2007, Sergeant Common was transferred to the Corrections Division; and

WHEREAS, throughout his career, Sergeant Common was a dedicated employee and well respected by his peers; and

WHEREAS, over his 24 year career with the Ingham County Sheriff’s Office, Sergeant Common received numerous letters of recognition and Unit Citations; and

WHEREAS, after 24 years of dedicated service to the citizens of Ingham County, Sergeant Common is retiring on May 12, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Sergeant Eric Common, for his 24 years of dedicated service to the citizens of Ingham County and wishes him continued success in all of his future endeavors.
MAY 9, 2017 REGULAR MEETING

LAW & COURTS: Yeas: Hope, Banas, Celentino, Koenig, Schafer, Maiville
      Nays: None    Absent: Crenshaw    Approved 4/27/2017

Adopted as part of a consent agenda.
Introduced by the Law & Courts, County Services and Finance Committees of the:

TINGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REORGANIZATION IN THE CIRCUIT COURT
JUVENILE DIVISION

RESOLUTION #17 – 190

WHEREAS, the Circuit Court Juvenile Division currently has two Staff Psychologists (#140002, OPEIU and #140004, OPEIU); and

WHEREAS, one Staff Psychologist position (#140002, OPEIU) has been vacant since December 6, 2013 as a result of a resignation; and

WHEREAS, the Circuit Court Juvenile Division having had sufficient time to evaluate the impact of this vacancy wishes to eliminate the vacant Staff Psychologist position (#140002, OPEIU) and add a new position of Clinical Mental Health Professional; and

WHEREAS, the Circuit Court Juvenile Division has reviewed the proposed Clinical Mental Health Professional job description with Human Resources and after analysis, the position will be compensated at an OPEIU Court Pro 6; and

WHEREAS, the Circuit Court Juvenile Division wishes to convert the second Staff Psychologist position (#140004, OPEIU) to Chief Psychologist (MCF 14); and

WHEREAS, the Circuit Court Juvenile Division has reviewed the proposed Chief Psychologist job description with Human Resources and after analysis, the position will be compensated at an MCF 14; and

WHEREAS, it is the belief of the Circuit Court Juvenile Division that this re-organization will be cost-effective and will universally aid the court; and

WHEREAS, the Budget Office has calculated that this re-organization will result in annual savings of $22,607.00; and

WHEREAS, the OPEIU Union has reviewed the proposed re-organization and has no objections.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the elimination of Staff Psychologist position (#140002, OPEIU).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the creation of a Clinical Mental Health Professional (OPEIU Court Pro 6).
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the conversion of Staff Psychologist (#140004, OPEIU) to Chief Psychologist.

BE IT FURTHER RESOLVED, the reorganization will become effective June 1, 2017.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Circuit Court Juvenile Division 2017 Budget and Position Allocation List in accordance with this Resolution.

LAW & COURTS: Yeas: Hope, Banas, Celentino, Koenig, Schafer, Maiville
   Nays: None  Absent: Crenshaw  Approved 4/27/2017

COUNTY SERVICES: Yeas: Celentino, Crenshaw, Grebner, Nolan, Koenig, Maiville
   Nays: None  Absent: Sebolt  Approved 5/02/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
   Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE FIFTEEN NEW GLOCK FIREARMS, WEAPON MOUNTED FLASHLIGHTS, AND HOLSTERS FOR THE SHERIFF'S OFFICE FIELD SERVICES DIVISION USING 2017 CAPITAL IMPROVEMENT FUNDS

RESOLUTION # 17 – 191

WHEREAS, the Ingham County Sheriff's Office is responsible for police patrols for Ingham County; and

WHEREAS, the Sig Sauer P229 weapon system utilized by the Sheriff's Office has been in service since 2007; and

WHEREAS, Sig Sauer suggest replacing weapons assigned to duty after 7-10 years of service; and

WHEREAS, the Sheriff's Office has determined the need to purchase fifteen (15) new Glock firearms and associated equipment, to supply our Field Services Division; and

WHEREAS, the Glock firearm will utilize 9mm ammunition which will decrease the cost of training ammunition; and

WHEREAS, the purchase order also includes needed weapon mounted flashlights and updated holsters to replace the older holsters that will not fit the new firearm; and

WHEREAS, Michigan Police Equipment holds the State of Michigan contract for Glock firearms; and

WHEREAS, the total expenditure for this proposal is not to exceed $9,030.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Sheriff’s Office to purchase fifteen (15) Glock firearms, weapon mounted flashlights and holsters for a total not to exceed $9,030.00 from the 2017 CIP budget.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2017 Sheriff’s Office budget.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.
MAY 9, 2017 REGULAR MEETING

LAW & COURTS:  Yeas: Hope, Banas, Celentino, Koenig, Schafer, Maiville
    Nays: None   Absent: Crenshaw   Approved 4/27/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
    Nays: None   Absent: None   Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 25

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE INGHAM COUNTY AND THE INGHAM COUNTY SHERIFF’S OFFICE TO ENTER INTO A CONTRACT WITH THE MICHIGAN STATE POLICE AND SAGINAW COUNTY FOR PARTICIPATION IN THE STATEWIDE RECORDS MANAGEMENT SYSTEM

RESOLUTION # 17 – 192

WHEREAS, the Ingham County Sheriff’s Office wishes to contract with the Michigan State Police (MSP) and Saginaw County for Statewide Records Management System; and

WHEREAS, the focus of the Statewide Records Management System is to encourage interoperable communications between all public safety units on a regional basis; and

WHEREAS, the new Statewide Records Management System (SRMS) is being deployed by MSP and will allow for data exchange between all public safety agencies with the State of Michigan who decide to participate; and

WHEREAS, the new Statewide Records Management System (SRMS) incorporates a Jail Records Management system for all jail records as well; and

WHEREAS, Saginaw County is providing the remote access to their Saginaw County’s Information Systems and Services (SCISS) Department for the Records Management System for the Ingham County Sheriff’s Office to utilize SRMS which encompasses a Jail Records Management System; and

WHEREAS, the user cost for each sworn officer is $200.00 per year for use of the SRMS, currently the total number of sworn officers who will be utilizing the system is 72 officers; and

WHEREAS, the cost for Jail Records Management is based on structural jail beds within the jail facility at a cost of $50.00 per jail bed being utilized by the Ingham County Sheriff’s Office, currently the operational use of jail beds within the facility is 512 beds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Michigan State Police and Saginaw County for the new Statewide Records Management System (SRMS) for the time period of October 1, 2017 through September 30, 2020 for an annual yearly contract cost not to exceed $40,000.00 per year (72 users x $200.00 = $14,400.00 plus 512 beds x $50.00 = $25,600.00 give grand total of $40,000.00).

BE IT FURTHER RESOLVED, the funds for this purpose will come from the 2017 Sheriff’s Office Budget.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Hope, Banas, Celentino, Koenig, Schafer, Maiville
Nays: None Absent: Crenshaw Approved 4/27/2017

FINANCE: Yeas: Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
Nays: None Absent: None Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 26

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AMENDMENT TO A CURRENT CONTRACT WITH THE
MICHIGAN DEPARTMENT OF HUMAN SERVICES FOR TRANSPORT SERVICES OF
SPECIFIC JUVENILES BY SHERIFF’S DEPUTIES

RESOLUTION # 17 – 193

WHEREAS, the Michigan Department of Human Services seeks to amend a current contract for transportation of specific juveniles; and

WHEREAS, the purpose of the amendment is to increase the payable amount from $10,000 to $17,500 until the current contract expires on September 30th 2017; and

WHEREAS, the Ingham County Sheriff’s Office wishes to continue the service provided to the Michigan Department of Human Services for transportation of specific, in-custody juveniles; and

WHEREAS, the Michigan Department of Human Services shall reimburse Ingham County for the Sheriff Deputies’ overtime wages and transportation costs in an amount not to exceed $17,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff’s Office to continue their participation with the Michigan Department of Human Services for the transportation of specific in-custody juvenile inmates for an amount up to $17,500 for the duration of the current contract expiring September 30th 2017.

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

LAW & COURTS:  Yea:  Hope, Banas, Celentino, Koenig, Schafer, Maiville
   Nays: None  Absent: Crenshaw  Approved 4/27/2017

FINANCE:  Yea:  Grebner, McGrain, Tennis, Hope, Anthony, Schafer, Case Naeyaert
   Nays: None  Absent: None  Approved 5/03/2017

Adopted as part of a consent agenda.
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 27

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO REDUCE THE PROJECTED REVENUE SHORTFALL CREATED BY THE CONTRACT ISSUES FROM THE HOUSING OF MICHIGAN DEPARTMENT OF CORRECTIONS AND WAYNE COUNTY SHERIFF’S OFFICE INMATES AT THE INGHAM COUNTY JAIL

RESOLUTION # 17 – 194

WHEREAS, the Ingham County Sheriff’s Office has been in contract negotiations since October 2016 with Wayne County Sheriff’s Office to house fifty (50) inmates per day at $45.00 per inmate; and

WHEREAS, Wayne County Sheriff’s Office failed to ratify the contract with Ingham County Sheriff’s Office on April 11, 2017; and

WHEREAS, the Ingham County Sheriff’s Office had a contract with the Michigan Department of Corrections for 100 beds for detainers and parole violators at $35.00 a day per inmate; and

WHEREAS, the Michigan Department of Corrections backed out of their contract with Ingham County Sheriff’s Office on October 21, 2016 and re-entered the contract on January 7, 2017; and

WHEREAS, the Michigan Department of Corrections has averaged only housing forty-nine (49) inmates at Ingham County Sheriff’s Office since January 7, 2017; and

WHEREAS, the unused beds by the Michigan Department of Corrections and the failed contract with Wayne County Sheriff’s Office has created a projected budget shortfall of $690,125.00; and

WHEREAS, as a result of the above mentioned, Ingham County must take significant measures to reduce expenses in an attempt to minimize Ingham County Government’s projected budget deficit, and to reduce the number of positions facing layoff in future years; and

WHEREAS, the Ingham County Sheriff’s Office is recommending on or about May 10, 2017 the closing of Post 4 in the Ingham County Jail, which holds 68 inmates; and

WHEREAS, the Ingham County Sheriff’s Office is recommending the reduction of one (1) Staff Services Major.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the closing of Post 4 in the Ingham County Jail on or about / effective May 10, 2017 and the elimination of one (1) Staff Services Major.
BE IT FURTHER RESOLVED, that the contract with the Michigan Department of Corrections for one hundred (100) beds for detainees, parole violators and virtual boarders be amended to reduce the amount of inmates to be housed by fifty (50) inmates from one hundred (100) to fifty (50) inmates while allowing for some fluctuation above the fifty (50) beds allotted on a daily basis.

BE IT FURTHER RESOLVED, that the Ingham County Jail bed count will be reduced by fifty (50) contracted beds and eighteen (18) local beds, which will reduce the total capacity of the Ingham County Jail from five hundred and twelve (512) to four hundred and forty four (444).

BE IT FURTHER RESOLVED, that up to $145,298 will be transferred from the 2017 contingency account to fund the remaining budget shortfall.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Ingham County Sheriff’s Office 2017 budget in accordance with this resolution.

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

LAW & COURTS:  Yeas: Hope, Banas, Celentino, Koenig, Schafer, Maiville
    Nays: None    Absent: Crenshaw    Approved 4/27/2017

FINANCE:  Yeas: Tennis, Hope, Anthony, Schafer, Case Naeyaert
    Nays: Grebner, McGrain    Absent: None    Approved 5/03/2017

Commissioner Hope moved to approve the resolution. Commissioner Crenshaw supported the motion.

Commissioner Hope introduced the resolution and moved to amend it as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the closing of Post 4 in the Ingham County Jail on or about / effective May 10, 2017 and the elimination of one (1) Staff Services Major.

This was considered a friendly amendment.

Commissioner Grebner provided background on the resolution and the amendments made during the Law & Courts Committee meeting of April 27, 2017, and the current budget issues facing the County. He stated that staff had recommended keeping only two deputies to reduce overtime, but leaving the four other deputies in the Sheriff’s Office would not reduce overtime and would increase net expenditures and create a bigger hole in the budget.

Commissioner Grebner stated it was a bad idea to make these types of decisions outside of the budget-making process, even though this was out of their control. He further stated he would not support the resolution.

Commissioner Schafer stated the Sheriff’s Department had been neglected for many years, and because of that, they were now looking at a dilapidated jail and other issues because other projects were considered a priority.
MAY 9, 2017 REGULAR MEETING

He further stated his previous jobs always had extra people scheduled or substitutes on hand in case people got sick or needed time off, and the Sheriff needed a bench to build from to put these measures in place.

Commissioner Schafer stated the Sheriff did not originally propose this solution, and it came about because of a thoughtful discussion at the Law & Courts Committee meeting after they had heard about the staffing issues at the jail.

Discussion.

Commissioner Schafer stated he thought the Sheriff was doing everything he could to revive his Department and give some relief to his employees. He further stated employees should have the right to take time off, especially for family situations, and employers should not deny them that time off.

Commissioner Schafer stated in the name of safety and limiting overtime costs, they needed more staff and he strongly supported the resolution. He further stated this proposal came from Commissioners as they analyzed the situation, it did not come from the Sheriff.

Commissioner McGrain stated he understood the challenges the Sheriff and his employees were facing, however he did not believe this was the place to make these decisions. He further stated this resolution was supposed to be a cost-cutting measure, but the issue was clouded by cutting duties and keeping positions in the jail.

Commissioner McGrain stated he would have liked to see the financial implications looked at by the Controller’s Office and he had voted against the language in Committee, but after speaking to other Commissioners, he would now vote for the resolution. He further stated that in the future, he would like to see the Board of Commissioners ask staff to evaluate the situation before they added positions and removed duties.

Commissioner Nolan stated she was not on the Law & Courts Committee, and she did not know if the resolution added money to their budget. She asked Teri Morton if the resolution was cost-neutral.

Teri Morton, Deputy Controller, stated that she thought the Sheriff would agree, that the resolution as written allowed the costs for the positions to stay the same, but the revenue decreased. She further stated the number of beds being staffed was decreasing, but the number of corrections officers stayed the same.

Ms. Morton stated the Sheriff had originally put forward a proposal that kept two extra corrections officers, but eliminated four corrections officers and two other positions to make up for those costs of the kept deputies. She further stated after a discussion at the Law & Courts Committee meeting, they had decided to keep all six corrections officers and fund the law enforcement officer through contingency, and eliminate the Staff Service Major position.

Ms. Morton stated she thought the theory was that keeping additional corrections officers would eliminate some overtime costs; however she did not think keeping four more corrections officers at an annual cost of $100,000 each would get rid of the overtime in corrections, because there would always be overtime.
The resolution, as amended, passed by roll call vote.  

**Yeas:** Banas, Case Naeyaert, Celentino, Crenshaw, Hope, Koenig, Maiville, McGrain, Nolan, Schafer, Sebolt, Tennis and Anthony  

**Nays:** Grebner  

**Absent:** None
MAY 9, 2017 REGULAR MEETING

ADOPTED – MAY 9, 2017
AGENDA ITEM NO. 28

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION PROCLAIMING MAY, 2017 AS “OLDER AMERICANS MONTH”
IN INGHAM COUNTY

RESOLUTION # 17 – 195

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

WHEREAS, we acknowledge that what it means “to age” has changed—for the better; and

WHEREAS, the Tri-County Office on Aging is the area agency on aging serving Ingham County, whose mission is to promote and preserve the independence and dignity of the aging population; and

WHEREAS, the Tri-County Office on Aging provided information, assistance, referrals, health and wellness programs, housing assistance, care management, home delivered meals, and a wide variety of other in-home supports and services to more than 15,000 individuals in fiscal year 2016; and

WHEREAS, as a member of the Tri-County Aging Consortium, Ingham County is committed to supporting older adults as they take charge of their health, explore new opportunities and activities, and focus on independence; and

WHEREAS, Ingham County can provide opportunities to enrich the lives of individuals of all ages by:

- promoting home and community based services that support independent living; and
- encouraging older adults to speak up for themselves and others; and
- providing opportunities for older adults to share their experiences.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby proclaim May, 2017 as “Older Americans Month” in Ingham County and urge every resident to take time during this month to acknowledge older adults and the people who serve them as influential and vital parts of our community.

Adopted as part of a consent agenda.
SPECIAL ORDERS OF THE DAY

Commissioner Crenshaw moved to make the following appointments:

Kasey Bey to the Women’s Commission

Joshua Church to the Economic Development Corporation Board of Directors

Anne Thompson to the Veterans Affairs Committee

Commissioner McGrain supported the motion.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Tennis announced the joint meeting of the Human Services Committee and the Ingham Community Mental Health Center Board would take place Monday, May 15, 2017 at 5:30 p.m. in Conference Room D & E for the purposes of interviewing candidates.

Commissioner Crenshaw announced the Ingham County Youth Commission Day of Play would take place May 13, 2017 from 1:00 p.m. to 3:00 p.m. at William Burchfield Park.

Commissioner Hope announced that the Ingham County Sheriff’s Annual Law Enforcement Memorial Ceremony took place earlier that day, which was fitting as the week of May 7-13, 2017 was designated as Correctional Officers Week as well.

Commissioner McGrain stated that while the IT department had been working hard and would be recognized at a later date, he also wanted to acknowledge the great job the grounds crew had done keeping the Mason Courthouse lawn raked and maintained.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner McGrain moved to pay the claims in the amount of $4,413,112.32. Commissioner Grebner supported the motion.

The motion carried unanimously.
MAY 9, 2017 REGULAR MEETING

ADJOURNMENT

The meeting was adjourned at 7:01 p.m.

[Signature]

BARB BYRUM, CLERK OF THE BOARD