CALL TO ORDER

Chairperson Crenshaw called the May 26, 2020 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m. in accordance with the Governor’s Executive Order 2020-75 regarding the Open Meetings Act.

Members Present at Roll Call: Crenshaw, Celentino, Grebner, Koenig, Maiville, Morgan, Naeyaert, Polsdofe, Schafer, Sebolt, Slaughter, Stivers, Tennis, and Trubac.

Members Absent at Roll Call: None.

A quorum was present.

TIME FOR MEDITATION

Chairperson Crenshaw asked those present for a moment of silence, prayer, or meditation. He further asked those present to keep in their thoughts and prayers individuals who had been impacted by the COVID-19 pandemic and who had lost their lives.

APPROVAL OF THE MINUTES

Commissioner Naeyaert moved to approve the minutes of the May 12, 2020 meeting. Commissioner Maiville supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated 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. He further stated that Agenda Items No. 5, 6 and 7 had not been through a committee.

Commissioner Naeyaert moved to allow the following resolutions be considered by the Board immediately:

5. RESOLUTION TO APPROVE THE PURCHASE OF ASSISTANCE FROM IMAGESOFT

6. RESOLUTION AUTHORIZING BOARD CHAIRPERSON TO SIGN NECESSARY DOCUMENTS RELATED TO FIBER INSTALL

7. RESOLUTION TO AUTHORIZE THE CONTINUATION OF THE DECLARATION OF THE STATE OF EMERGENCY FOR THE COUNTY OF INGHAM
Commissioner Koenig supported the motion.

The motion carried unanimously.

Commissioner Naeyaert moved to consider the following late resolutions:

RESOLUTION AUTHORIZING A MORATORIUM ON COUNTY HIRING, CREATION OF NEW POSITIONS, FILLING OF VACANT POSITIONS AND OUT-OF-STATE TRAVEL

RESOLUTION AUTHORIZING PARTICIPATION IN MICHIGAN’S WORK SHARE PROGRAM

Commissioner Slaughter supported the motion.

The motion carried unanimously.

Chairperson Crenshaw stated that the resolutions would be added to the agenda as Agenda Items No. 24 and 25.

Chairperson Crenshaw stated that without objection, the following substitute would be added:

19. LAW & COURTS COMMITTEE – RESOLUTION TO HONOR THE SERVICE OF CANINE SMOKE AND DEPUTY NARLOCK AND TO APPROVE THE SALE OF SMOKE TO DEPUTY NARLOCK

PETITIONS AND COMMUNICATIONS

FOIA APPEAL FROM THE LANSING STATE JOURNAL REGARDING FOIA W036965-042820. Chairperson Crenshaw stated that the FOIA appeal had been withdrawn, so he would instruct that this communication would be placed on file.

A LETTER FROM THE MICHIGAN DEPARTMENT OF TREASURY REGARDING THE PRELIMINARY STATE EQUALIZATION REPORT FOR THE 2020 TAX YEAR. Chairperson Crenshaw instructed that this matter be placed on file.

RESOLUTION 2020-16 FROM THE MENOMINEE COUNTY BOARD OF COMMISSIONERS IN RESPONSE TO EXECUTIVE ORDER 2020-77. Chairperson Crenshaw instructed that this matter be placed on file.

RESOLUTION 2020-04 FROM THE TUSCOLA COUNTY BOARD OF COMMISSIONERS REGARDING THE AVAILABILITY OF DATA RELATED TO MICHIGAN COVID-19 PATIENTS. Chairperson Crenshaw instructed that this matter be placed on file.

EMAIL FROM KARA BERG, LANSING STATE JOURNAL, WITHDRAWING FOIA APPEAL FOR FOIA W036965-042820. Chairperson Crenshaw instructed that this matter be placed on file.

LIMITED PUBLIC COMMENT

None.
CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items except Agenda Items No. 18 and 24. Commissioner Slaughter 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, OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments; and

WHEREAS, utilization of the OnBase application by the County is key to our document management and cybersecurity is a priority for Ingham County; and

WHEREAS, the data in OnBase warrants having increased security by means of encryption; and

WHEREAS, the requested solution was approved earlier in 2020 but requires services to assist in the moving and encrypting of the most sensitive, critical data; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of technical assistance from ImageSoft in the amount not to exceed $2,000.00; and

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology’s Consulting Fund (636-95800-802000); and

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.

BE IT FURTHER RESOLVED, that this resolution is approved in accordance with Resolution 20-110 delegating authority to the Board Chairperson to approve emergency resolutions pursuant to the provisions of MCL 30.401 et seq or MCL 10.31 et seq if a state of disaster or state of emergency has been declared by the governor, then, during such time of emergency, to approve emergency resolutions, subject to subsequent ratification by the Board of Commissioners at a later date.

Adopted as part of the consent agenda.
Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING BOARD CHAIRPERSON TO SIGN NECESSARY DOCUMENTS RELATED TO FIBER INSTALL

RESOLUTION #20 – 208

WHEREAS, Ingham County 911 Center is creating a backup site which will need to have a dedicated connection to the County network; and

WHEREAS, the project was approved on Resolution #20-108; and

WHEREAS, the permits from Michigan Department of Transportation and the City of Mason are needed to proceed with the project.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the Board Chairperson to sign necessary documents related to the permits necessary for the project after review by the County Attorney.

BE IT FURTHER RESOLVED, that these documents may include a permit from the various entities.

BE IT FURTHER RESOLVED, that this resolution is approved in accordance with Resolution 20-110 delegating authority to the Board Chairperson to approve emergency resolutions pursuant to the provisions of MCL 30.401 et seq or MCL 10.31 et seq if a state of disaster or state of emergency has been declared by the governor, then, during such time of emergency, to approve emergency resolutions, subject to subsequent ratification by the Board of Commissioners at a later date.

Adopted as part of the consent agenda.
Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE CONTINUATION OF THE DECLARATION OF THE STATE OF EMERGENCY FOR THE COUNTY OF INGHAM

RESOLUTION #20 – 209

WHEREAS, on March 12, 2020, the County of Ingham sustained one of the first confirmed cases of COVID-19 within the State of Michigan; and

WHEREAS, any widespread outbreak within the County of Ingham could hinder and/or cease most daily operations within the entire County and overwhelm, Emergency Medical Services, Hospitals and Urgent Cares; and

WHEREAS, as of March 13, 2020 a State of Emergency was declared for Ingham County which was subsequently extended through May 15, 2020; and

WHEREAS, it is necessary to extend the Declaration of the State of Emergency through May 28, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, in accordance with Section 10 of 1976 PA 390, as amended, hereby declares that a “state of emergency” exists within our jurisdiction as of March 13, 2020, and that local resources and funding are being utilized to the fullest possible extent. The response and recovery elements of our emergency operations plan have been activated.

BE IT FURTHER RESOLVED, that this Declaration replaces the initial Declarations submitted on March 16, 2020, March 25, 2020, April 13, 2020 and April 30, 2020 and will expire on May 28, 2020.

BE IT FURTHER RESOLVED, that this resolution is approved in accordance with Resolution 20-110 delegating authority to the Board Chairperson to approve emergency resolutions pursuant to the provisions of MCL 30.401 et seq or MCL 10.31 et seq if a state of disaster or state of emergency has been declared by the governor, then, during such time of emergency, to approve emergency resolutions, subject to subsequent ratification by the Board of Commissioners at a later date.

Adopted as part of the consent agenda.
WHEREAS, a plan is necessary to provide general guidance for County offices to safely re-open following the expiration of the Governor’s Stay at Home Stay Safe Executive Orders; and

WHEREAS, the Board Chairperson and Controller/Administrator have worked with county leaders to develop a draft plan; and

WHEREAS, after the expiration of the Governor’s Stay at Home, Stay Safe order in Ingham County, Judges, Elected Officials and Department Heads may choose to reopen their departments in accordance with applicable federal, state and local guidelines; and

WHEREAS, re-Opening is expected to be in stages, with buildings re-opening to the public through consultation between the Controller/Administrator and all affected offices and departments.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Return to Work Action Plan to provide general guidance for County offices to safely re-open following the expiration of the Governor’s Stay at Home Stay Safe Executive Orders.

BE IT FURTHER RESOLVED, that a workplace safety for COVID-19 acknowledgement and training will be completed by each county employee.

BE IT FURTHER RESOLVED, that this plan may be amended from time to time as necessary to remain consistent with subsequent executive orders at the concurrence of the Board Chairperson, and the Pandemic Response Team identified in the plan.

COUNTY SERVICES: Yea: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert
Nays: None Absent: None Approved 05/19/2020

Adopted as part of the consent agenda.
INGHAM COUNTY RETURN TO WORK ACTION PLAN

DRAFT #2

Date Implemented: May 26, 2020
I. PANDEMIC RESPONSE TEAM

1. **Team Lead:** The Controller/Administrator is responsible for the overall action plan. The Controller/Administrator is responsible for working with stakeholders and the Ingham County Health Officer in order to manage this action plan.

2. **COVID-19 Prevention and Protocols Lead:** The Human Resources Director is responsible for working with the Health Officer to recommend and develop protocols to ensure the wellness of all employees. The Human Resources Director is also responsible for overseeing procedures for isolating employees should they become sick at work.

3. **Sanitation and Disinfection Lead:** The Facilities Director manages logistics related to daily and periodic sanitation and disinfection efforts. Their responsibilities include ensuring that routine cleanings are completed and that the necessary cleaning supplies are readily available.

4. **Public Health Consultation/Communication Lead:** The Health Officer is tasked with managing any and all pandemic-related communications. They will work with HR and internal stakeholders to ensure COVID-19 training is completed and that employees and their managers understand their role in preventing the spread of the disease. The Health Officer will provide COVID-19 related updates on an as-needed basis.

II. COUNTY GOVERNMENT STATUS AND OPERATIONAL CONSIDERATIONS

This document is intended to provide general guidance for County offices to safely re-open following the expiration of the Governor’s Stay at Home Stay Safe Executive Orders. Judges, Elected Officials and Department Heads may choose to reopen their departments in accordance with applicable federal, state and local guidelines. Re-Opening is expected to be in stages, with buildings re-opening to the public through consultation between the Controller/Administrator and all affected offices and departments.

1. **Signage:** Health Department approved social distancing guidance and signage regarding COVID-19 symptoms and prevention will be posted in public areas. The number of public individuals present at one time should be limited in County buildings and offices.

2. **Employee Return to Work:** All employees are expected to return to their normal work schedules and work hours during the first stage, as directed by their supervisor. *Elected Officials, Department Heads, and the Controller/Administrator should require telework for any employees who are able.*

   During subsequent stages, the Pandemic Response Team will provide additional guidance to return more employees to on-site work.

   Should the employee not be able to return to work for reasons other than as required by law, Executive Order of the Governor or order of the County Health Officer, or refuse to work, their employment and pay status will be addressed in accordance with County policies and/or applicable union contracts.

3. **Employee Compensation and Work Schedules:** Full-time and part-time employees must report to work, or telework, as directed by their Elected Official/Department Head, and will be paid following County Policy and/or union contract. All employees are expected to return to their normal number of work hours at the direction of their supervisors. Elected Officials/Department heads may institute flexible/staggered scheduling (i.e. after public hours, on weekends) as needed and at their discretion,
to the extent allowable by employment agreements, in order to facilitate physical distancing guidelines.

4. **Adherence to Protective Measures:** At all times while at work, employees must adhere to the protective measures listed in Section III.

5. **Travel:** All non-essential travel should be avoided. Business-related domestic travel is not recommended at this time. Should an employee engage in domestic or international travel for personal reasons, they will be required to follow the Employee Return to Work Plan. Questions or concerns should be addressed with your Elected Official/Department Head. When at all possible, employees should use their personal vehicles for business-related travel and receive mileage reimbursement following County Policy.

6. **Volunteers:** The use of volunteers is limited to an as-needed basis. Should your Department require the use of volunteers to provide critical services to the public, volunteers must adhere to all protective safety measures as listed in this policy.

### III. EMPLOYEE AND VISITOR SAFETY

Central Services Departments (Controller/Administrator, Financial Services, Purchasing, Facilities, IT and Human Resources) will provide support to other County offices and departments to assist employees in returning to work and the public to visit County buildings in a safe manner. Projects such as rearranged workstations to increase the distance between coworkers and installing shields at the counter to minimize physical contact between employees and visitors will take priority to ensure safety. If you have a repair request for the Facilities Department, a work ticket should be submitted. Every effort will be made to schedule the repair when the Departmental staff is not present. If this is not possible, all social distancing guidelines must be adhered to, including but not limited to, wearing of masks, wiping down the area before and after Facilities has left, etc. Additional safety protocols are outlined below.

1. **Day to Day Cleaning**
   
   Below outlines basic daily guidelines for increased cleaning and disinfecting of surfaces, equipment, and other elements of the work environment which will be performed regularly to help ensure the health & safety of visitors and staff. Clean and disinfect all “touch points” which includes but is not limited to the following:

   - Push/panic bars
   - Door handles
   - Handrails
   - Elevator control buttons (by spraying the disinfectant on a rag first then clean the surfaces)
   - Drinking fountains
   - Handicap buttons (door opening devices)
   - Tubs, X-ray machines, wands (things associated with screening)
   - Bathrooms and fixtures
   - Break rooms
   - All hard services in common areas using products containing EPA-approved disinfectants. Employees will be provided with access to disposable disinfectant wipes so that any commonly used surfaces can be wiped down before each use.
MAY 26, 2020 REGULAR MEETING

2. **Conference Rooms:** Seating will be removed and/or modified (in all County buildings) to meet physical distancing guidelines. This will reduce how many people can occupy a given conference room. Conference Rooms will be cleaned & disinfected after each meeting which will require an hour between meetings to accomplish. There will be no conference room scheduling Non-County agencies or groups after 5:00 PM. Meetings should be conducted virtually or via phone when possible.

**Please note:** BOC committee meetings will be held at HSB in Conference room A and Full Board meetings at the Fair Office community room until further notice.

3. **Staying Home When Ill:** Many times, with the best of intentions, employees report to work even though they feel ill. However, it is critical that employees do not report to work while they are ill. Employees experiencing symptoms such as fever, cough (excluding chronic cough for a known medical reason), shortness of breath, sore throat, or vomiting/diarrhea (excluding diarrhea due to a known medical reason) should seek testing for COVID-19 before returning to work. As a general rule, staying home for 24 hours fever-free is recommended for any illness. Compensation for time off due to illness will be in accordance with County Policies and/or union contracts.

4. **Employee Screening BEFORE Entering the Workplace:** An Employee Entry Screening Questionnaire is attached.
   
   a. Employees must self-screen by using the attached screening questionnaire BEFORE employees arrive at the workplace.

   b. If an employee fails the screening process, they will need to notify their Elected Official/Department Head or designated office personnel and will be excluded from the workplace. The employee’s return to work after symptoms consistent with COVID-19 begin or after a positive COVID-19 test will be based on guidance from the Health Department and the Centers for Disease Control and Prevention (CDC). As of May 4, 2020, the CDC guidance is as follows:

   i. **Symptom-based strategy.** Exclude from work until:

      At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and,

   ii. **At least 10 days have passed since symptoms first appeared**

   iii. **Test-based strategy.** Exclude from work until:

      Resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath), and negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens). See Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens.
for 2019 Novel Coronavirus (2019-nCoV). Of note, there have been reports of prolonged detection of RNA without direct correlation to viral culture.

5. **Employee Interaction with Other Departments:** Employees are discouraged from entering facilities or office places within a facility other than where their normal work station is located unless the interaction is critical to the execution of County operations.

6. **Employee Self-Monitoring:** Employees must self-monitor throughout the day. If the employee becomes sick during the day, they should be sent home immediately.

7. **Enhanced Social Distancing:** Social distancing is a simple and effective mechanism to help prevent the transmission of COVID-19. Employees are to implement the following efforts into their workday to help protect themselves and their co-workers:
   - Reasonably avoid coming within 6 (six) feet of other individuals
   - Watch for signage and/or floor markings that reinforce distancing in common areas
   - No handshaking or embracing co-workers or visitors
   - Unless involved in patient care or services, avoid anyone who appears to be sick or who is coughing or sneezing
   - Avoid touching common surfaces to the extent feasible
   - Respect barriers and distances between workstations
   - Avoid shared use of offices, desks, telephones and tools/equipment to the extent possible and disinfect shared equipment or spaces between uses
   - Limit the number of employees at one time in small office areas such as, copy machine rooms, file rooms, etc. Bring lunch and eat away from others rather than using break rooms if possible.
   - Be aware of distances in elevators, hallways and outdoor smoking areas.
   - Meetings should be conducted virtually or via phone when possible. Elected Officials/Department Heads will direct employees to perform their work in such a way to reasonably avoid coming within six (6) feet of other individuals and may establish additional safety protocols to be adhered to within their Department. Employees must remain in their assigned work areas as much as possible. Employees whose job duties regularly require them to be within six (6) feet of members of the public will be provided with appropriate personal protective equipment or physical barriers commensurate with the level of risk of exposure to COVID-19.

8. **Wearing Face Coverings at Work:** All employees are expected to wear face coverings at work as follows:
   - When walking through public hallways and other public spaces, including restrooms
   - If someone enters your office or workspace, both parties should wear coverings
   - During in-person meetings

In general, masks should be worn whenever the employee is in the presence of others and need not be worn when working alone in an office or cubicle. Employees unable to wear a face covering due to medical reasons must notify their supervisor.
9. Remote Work: All employees are expected to return to their normal work schedules at the direction of their supervisor. Flexible work hours are permitted by agreement between the supervisor and employee. Telework should be allowed for any employee whose work can be done remotely at the direction of the respective Elected Official/Department Head.

10. Enhanced Hygiene: Employees should wash their hands frequently, cover their coughs and sneezes with a tissue, and avoid touching their faces. Employees will be provided with access to places to frequently wash hands or access hand sanitizer. Employees will also be provided with access to tissues and places to properly dispose of them. Signs regarding proper hand washing methods will be posted in all restrooms. Handshaking is also prohibited to ensure good hand hygiene.

11. Enhanced Cleaning and Disinfecting: Increased cleaning and disinfecting of surfaces, equipment, and other elements of the work environment outside office areas will be performed regularly by Facilities Staff using products containing EPA-approved disinfectants. Each Department will be responsible to clean their work areas, including but not limited to, frequently wiping down commonly used surfaces with disposable disinfectant wipes that are provided to each Department. If an employee that has been in the workplace in the past fourteen (14) days tests positive for COVID-19, the County will increase cleaning measures following the CDC’s Cleaning and disinfecting protocols.

12. Visitors: Visitors who can conduct business via a Department’s front window must maintain six (6) feet from others at all times. Marks separating visitors by six (6) feet will be placed on the floor in front of all County Department reception areas. When possible, all visitors are banned from entering work offices/space. Should it be necessary for a visitor to enter a work office/space, they should make an appointment when possible and wear a mask while visiting. If a visitor presents with symptoms of COVID-19 do not allow them into any work office/space. Vendors for shredding, copy machine repair, coffee delivery, etc. who enter a work office/space are considered visitors and must wear a mask.

13. Personal Protective Equipment and other Supplies: All personal protective equipment and other required supplies related to COVID-19 will be supplied by the County.
Coronavirus Disease (COVID-19) Workplace Health Screening

Company Name: ____________________________________________

Employee Name: ____________________________________________ Date: ________

Time In: ________

In the past 24 hours, have you experienced:

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>New or worsening cough:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shortness of breath or difficulty breathing:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

OR TWO (2) or more of the following

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fever (or subjective/felt feverish):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Temperature if taken:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fever is a temperature of 100.4°F or higher.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chills:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Muscle aches:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Headaches:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sore throat:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you answered “yes” to the first two symptoms above, or “yes” to two (2) or more of the last five symptoms above in light gray, please do not go to work. Self-isolate at home and contact your primary care physician’s office or nearest urgent care facility for direction.

- You should isolate at home for a minimum of 7 days since symptoms first appeared.
- You must also have 3 days without fevers and improvement in respiratory symptoms.

In the past 14 days, have you:

Had close contact with an individual diagnosed with COVID-19? ☐ Yes ☐ No

Traveled internationally or domestically outside of Michigan? ☐ Yes ☐ No

If you answer “yes” to either of these questions, please do not go into work (unless exempt or otherwise approved for work with appropriate safety precautions). Self-quarantine at home for 14 day since return or exposure.

For questions, visit [hd.ingham.org/coronavirus](http://hd.ingham.org/coronavirus) or contact Ingham County Health Department at (517) 887-4517.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE SUPPORT FOR VITAL ELECTION OPERATIONS THROUGH PURCHASE OF CRITICAL INFRASTRUCTURE

RESOLUTION #20 – 211

WHEREAS, in 2018, the voters of Michigan approved Proposal 3 to amend the Michigan Constitution and greatly expanded voting rights, including the option to vote by no-reason absentee ballot; and

WHEREAS, voters voted by mail in 2019 and 2020 by record numbers; and

WHEREAS, the outbreak of COVID-19 is likely to increase the number of voters choosing to vote by mail during the next election and into the future; and

WHEREAS, the Ingham County Clerk actively encourages every qualified registered voter in Michigan to cast their ballots at every election and supports permanent AV lists as it increases voter participation; and

WHEREAS, local city and township clerks are increasingly choosing to count absentee ballots through Absentee Voter Counting Boards in an effort to boost efficiency and report results on time; and

WHEREAS, high-speed tabulators are critical to the timely processing of ballots in the volume and timeframe that Absentee Voter Counting Boards require; and

WHEREAS, the County Clerk may be called upon should an equipment failure occur at the local city or township level; and

WHEREAS, the Ingham County Clerk wishes to be prepared to assist the local city and township clerks by having a high-speed tabulator to use in the event of a local tabulator failure; and

WHEREAS, the State of Michigan has entered into a MiDEAL contract with Dominion Voting for the purchase of tabulators.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the use of MiDEAL contract #071B7700117 with Dominion Voting to purchase a high-speed tabulator and any associated software, hardware, and support in an amount not to exceed $95,000.00.

BE IT FURTHER RESOLVED, that this agreement shall be funded by the Ingham County Clerk’s election supplies line item (101-191000-726010).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget.
BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert
   Nays: None   Absent: None   Approved 05/19/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
   Nays: None   Absent: None   Approved 05/20/2020

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A 2020 LOCAL ROAD AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

RESOLUTION #20–212

WHEREAS, per Resolution #19-187 adopted by the Board of Commissioners on April 30, 2019, the Road Department is undertaking a project to improve and resurface Lake Lansing Road between Hagadorn Road and Saginaw Highway (BL 69) in Meridian Township; and

WHEREAS, given proximity, similar type of work needed, and for greater economy of scale, Meridian Township and the Road Department agreed to include taking bids on full depth milling and asphalt resurfacing of the local road section of Hagadorn Road north of Lake Lansing Road to the northerly intersection with Birch Row, and same on Birch Row from the southerly intersection with Hagadorn Road to Hart Street in the bid for the above-mentioned Lake Lansing, Hagadorn to Saginaw, project; and

WHEREAS, Meridian Township also requested that certain necessary township owned water and sanitary sewer repairs and/or upgrades under the subject sections of Hagadorn and Lake Lansing Roads also be included in the above-mentioned Lake Lansing Road project; and

WHEREAS, the Road Department is willing to cause the above mentioned local road and township water and sanitary sewer improvements to be undertaken as part of the above-mentioned Lake Lansing Road project previously approved by the Board of Commissioners, to contribute road department engineering without charge on the local road work, and to pay for portions of the cost of said local road improvements from the County Road Fund up to a maximum amount of $172,500.00; and

WHEREAS, the estimated cost of the above described local road work based on low bid previously received is $410,000 in round figures, which would be funded by a combination of the 2020 annual local road match allocated to Meridian Township’s local roads, which as mentioned above is $172,500, with the remainder of the cost funded entirely by Meridian Township; and

WHEREAS, the estimated cost of the above-mentioned township water and sanitary sewer work based on low bid received is $45,000 in round figures, which Meridian Township has agreed to fund entirely, and will oversee the construction of; and

WHEREAS, total Road Department funded match amount mentioned above of $172,500.00 is included in the adopted 2020 Road Department budget; and

WHEREAS, in the event the final cost of any of the above mentioned local road work is more than the estimates provided above, or for any final costs greater than twice the maximum Road Department match amount set forth above, the additional cost will be paid entirely by Meridian Township; and
WHEREAS, in the event the final cost of the above mentioned local road work is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above, the savings will first accrue to the Township, and then for any final costs below twice the maximum Road Department match amount set forth above, the savings will be split evenly between Meridian Township and the Road Department; and

WHEREAS, Meridian Township is willing to pay the township portion of the cost of the above described local road work, provided, however, that Meridian Township’s excess payments will not exceed 10 percent (10%) of the Township contribution amounts established in the Agreement, unless Meridian Township agrees otherwise, or Meridian Township may reduce the scope of the above described local road projects per Meridian Township’s available budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a 2020 Local Road Program Agreements with Meridian Township for full depth milling and asphalt resurfacing of the local road section of Hagadorn Road north of Lake Lansing Road to the northerly intersection with Birch Row, and same on Birch Row from the southerly intersection with Hagadorn Road to Hart Street, to be done as part of the previously bid and accepted Lake Lansing Road resurfacing project between Hagadorn Road and Saginaw Highway (BL 69) in Meridian Township.

BE IT FURTHER RESOLVED, that the Road Department is authorized to contribute $172,500.00 in 2020 local road match funds to the above described local road project in Meridian Township.

BE IT FURTHER RESOLVED, that the Road Department shall invoice Meridian Township as provided above for their respective contributions.

BE IT FURTHER RESOLVED, that the Road Department shall contribute engineering without charge to the above described local road projects.

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

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert
Nays: None Absent: None Approved 05/19/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdoffer, Schafer, Maiville
Nays: None Absent: None Approved 05/20/2020

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN AGREEMENT
BETWEEN INGHAM COUNTY AND WONSEY TREE SERVICE, INC.
FOR THE REPLACEMENT OF THE LAKE DRIVE CULVERT
AND THE REJECTION OF ALL OTHER BIDS
FOR BID PACKET #37-20

RESOLUTION #20 – 213

WHEREAS, the Ingham County Road Department has determined several culverts throughout the county are nearing the end of their services lives and are in need of replacement; and

WHEREAS, the Ingham County Purchasing Department solicited and received bids in accordance with Ingham County Purchasing policies for the replacement of five culverts per Bid Packet #37-20; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing Department and the Ingham County Road Department, and both parties were in agreement the low bidder’s proposal met all necessary qualifications, specifications and requirements; and

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

WHEREAS, Wonsey Tree Service, Inc. of Alma, MI, submitted the lowest responsive and responsible bid for the culvert replacement at Lake Drive over Clawson Drain in Section 2 of Meridian Township; and

WHEREAS, a contingency is being requested in the amount of 10% of the low bid cost for the Lake Drive culvert replacement project, as may be needed for any additional work deemed necessary by Road Department staff; and

WHEREAS, the estimated project cost for the Lake Drive culvert is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake Drive Culvert (As-Bid):</td>
<td>$89,834.20</td>
</tr>
<tr>
<td>Lake Drive Culvert (10% Contingency):</td>
<td>$8,983.42</td>
</tr>
<tr>
<td>Lake Drive Combined Total:</td>
<td>$98,817.62</td>
</tr>
</tbody>
</table>

WHEREAS, the Lake Drive culvert replacement project is funded by the Ingham County Road Department and included in the 2020 Road Fund Budget; and

WHEREAS, due to the uncertainty of future budget impacts caused by the current COVID pandemic, the Road Department plans to postpone the Sherwood Road culvert and perform the culvert replacements in-house for Germany Road, Swan Road and Kane Road, which are the four remaining culvert locations included in Bid Packet #37-20; and
WHEREAS, the Road Department recommends the Ingham County Board of Commissioners reject all bids for the Sherwood Road, Germany Road, Swan Road and Kane Road culvert locations included in Bid Packet #37-20.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Wonsey Tree Service, Inc. in the amount of $98,817.62, which includes a 10% construction contingency, for the culvert replacement project located at Lake Drive over Clawson Drain in Section 2 of Meridian Township, acknowledging funding will be provided by the Ingham County Road Department in the 2020 Fiscal Year.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners rejects all bids for the culvert replacement projects included in Bid Packet #37-20 for the culverts located on Sherwood Road, Germany Road, Swan Road and Kane Road.

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

COUNTY SERVICES:  Yeas:  Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert  
Nays:  None  Absent:  None  Approved  05/19/2020

FINANCE:  Yeas:  Morgan, Tennis, Grebner, Crenshaw, Polsdorfer, Schafer, Maiville  
Nays:  None  Absent:  None  Approved  05/20/2020

Adopted as part of the consent agenda.
WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.
THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2021 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2020, the Park and Zoo winter seasonal fees and the Park Annual Passes which will be effective starting November 1, 2020.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdorfer, Schafer, Maiville
Nays: None  Absent: None  Approved 05/20/2020

Adopted as part of the consent agenda.
## 2021 County Fees Analysis

**Law and Courts Committee**

<table>
<thead>
<tr>
<th>Location of Service</th>
<th>Fee Description</th>
<th>Target Percent</th>
<th>2020 Fee</th>
<th>2021 Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Control</td>
<td>Boarding Fee-Dangerous Animals</td>
<td>100.0%</td>
<td>$77.00</td>
<td>$78.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Boarding Fee per day-others</td>
<td>75.0%</td>
<td>$35.00</td>
<td>$36.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Adoption Fee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Control</td>
<td>Dogs (under six years of age)</td>
<td>75.0%</td>
<td>$75.00</td>
<td>$76.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Dogs (six years or older)</td>
<td>75.0%</td>
<td>$19.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Puppies (age four months or less)</td>
<td>75.0%</td>
<td>$110.00</td>
<td>$115.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Cats (under six years of age)</td>
<td>75.0%</td>
<td>$64.00</td>
<td>$65.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Cats (six years or older)</td>
<td>75.0%</td>
<td>$25.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Animal Redemption - 1st offense</td>
<td>60.0%</td>
<td>$26.00</td>
<td>$27.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Animal Redemption - 2nd offense</td>
<td>100.0%</td>
<td>$52.00</td>
<td>$53.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Animal Redemption - 3rd offense</td>
<td>100.0%</td>
<td>$100.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Animal Redemption - after 3rd offense</td>
<td>100.0%</td>
<td>$160.00</td>
<td>$165.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Euthanasia Fee</td>
<td>100.0%</td>
<td>$135.00</td>
<td>$145.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Ten Dog Kennel Inspection Fee</td>
<td>100.0%</td>
<td>$155.00</td>
<td>$165.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Over Ten Dog Kennel Inspection Fee</td>
<td>100.0%</td>
<td>$190.00</td>
<td>$195.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Owner Surrender</td>
<td>100.0%</td>
<td>$46.00</td>
<td>$47.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Owner Pick-up Fee</td>
<td>100.0%</td>
<td>$47.00</td>
<td>$48.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Tranq. At-Large Fee</td>
<td>100.0%</td>
<td>$47.00</td>
<td>$48.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Bordatella Vaccination-redeemed dogs</td>
<td>100.0%</td>
<td>$20.00</td>
<td>$21.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Spay/neuter deposit-Owners redeeming pet</td>
<td>100.0%</td>
<td>$82.00</td>
<td>$83.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Spay &amp; Neuter Program Fees - Vouchers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Control</td>
<td>Dogs-Male</td>
<td>85.0%</td>
<td>$45.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Dogs-Female</td>
<td>85.0%</td>
<td>$50.00</td>
<td>$60.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Cats-Male</td>
<td>85.0%</td>
<td>$20.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Animal Control</td>
<td>Cats-Female</td>
<td>85.0%</td>
<td>$30.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Pros Atty</td>
<td>Diversion - Initial Interview</td>
<td>50.0%</td>
<td>$37.00</td>
<td>$38.00</td>
</tr>
<tr>
<td>Pros Atty</td>
<td>Diversion - Misdemeanor Offender</td>
<td>50.0%</td>
<td>$480.00</td>
<td>$485.00</td>
</tr>
<tr>
<td>Pros Atty</td>
<td>Diversion - Felony Offender</td>
<td>50.0%</td>
<td>$830.00</td>
<td>$840.00</td>
</tr>
<tr>
<td>Pros Atty</td>
<td>Costs for eligible convictions - Trial</td>
<td>10.0%</td>
<td>$245.00</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
### 2021 County Fees Analysis
#### Law and Courts Committee
#### Fees Suggested to Increase

<table>
<thead>
<tr>
<th>Location of Service</th>
<th>Fee Description</th>
<th>Target Percent</th>
<th>2020 Fee</th>
<th>2021 Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circuit Court</td>
<td>GTD Bench Warrants</td>
<td>100.0%</td>
<td>$155.00</td>
<td>$160.00</td>
</tr>
<tr>
<td>Family Division</td>
<td>Delinquency Court Costs</td>
<td>100.0%</td>
<td>$300.00</td>
<td>$310.00</td>
</tr>
<tr>
<td>Location of Service</td>
<td>Fee Description</td>
<td>Target Percent</td>
<td>2020 Fee</td>
<td>2021 Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Parks</td>
<td>Administrative - Returned Check Fee</td>
<td>100.0%</td>
<td>$34.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Winter Sports Building (100 Person Capacity)</td>
<td>100.0%</td>
<td>$97.00</td>
<td>$100.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Winter Sports Building - reservation fee/non operational</td>
<td>100.0%</td>
<td>$31.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Shelters - 60 Person Capacity</td>
<td>100.0%</td>
<td>$101.00</td>
<td>$102.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Lake Lansing South Lakeview</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Lake Lansing North Oak Knoll</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Lake Lansing North Sandhill</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Hawk Island Kestrel</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Burchfield Deer Run</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Burchfield Pine Knoll</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Burchfield Southridge</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Hawk Island Peregrine</td>
<td>100.0%</td>
<td>$135.00</td>
<td>$140.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Hawk Island - Red Tail</td>
<td>100.0%</td>
<td>$275.00</td>
<td>$280.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Cabanas - Mini semi permanent shelters/30 p cap.</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Hawk Island</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Lake Lansing South</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Abandonment Recovery Fee</td>
<td>100.0%</td>
<td>$43.00</td>
<td>$44.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Late Fee (arriving 1/2 hour or later after closing)</td>
<td>100.0%</td>
<td>$22.00</td>
<td>$23.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Canoe/Kayak Trips - McNamara</td>
<td>100.0%</td>
<td>$16.00</td>
<td>$17.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Canoe/Kayak Trips - Bunker Rd</td>
<td>100.0%</td>
<td>$24.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Canoe/Kayak Trips - Eaton Rapids</td>
<td>100.0%</td>
<td>$31.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Day Camp</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Resident Monday-Friday 9am-4pm</td>
<td>100.0%</td>
<td>$100.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Non-Resident Monday-Friday 9am-4pm</td>
<td>100.0%</td>
<td>$110.00</td>
<td>$115.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Resident Mon-Fri 7:30am-5:30pm</td>
<td>100.0%</td>
<td>$135.00</td>
<td>$140.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Non-Resident Mon-Fri 7:30am-5:30pm</td>
<td>100.0%</td>
<td>$145.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Disc Golf</td>
<td>100.0%</td>
<td>$4.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Day Pass (13 and older)</td>
<td>100.0%</td>
<td>$1.00</td>
<td>$2.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Equipment Rental per round of Disc Golf</td>
<td>100.0%</td>
<td>$1.00</td>
<td>$2.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Burchfield - Tube Rental (Hourly)</td>
<td>100.0%</td>
<td>$2.00</td>
<td>$3.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Hawk Island Snow Hill</td>
<td>100.0%</td>
<td>$300.00</td>
<td>$305.00</td>
</tr>
</tbody>
</table>

Non-operational hour reservation (2hours) minimum of 25 people + pp group rate of $8.00 per person for any additional guests past the pre-paid 25 people

<table>
<thead>
<tr>
<th>Location of Service</th>
<th>Fee Description</th>
<th>Target Percent</th>
<th>2020 Fee</th>
<th>2021 Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks</td>
<td>Moonwalk</td>
<td>100.0%</td>
<td>$300.00</td>
<td>$325.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Dunk Tank</td>
<td>100.0%</td>
<td>$250.00</td>
<td>$265.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Giant Slide</td>
<td>100.0%</td>
<td>$430.00</td>
<td>$440.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Passport Pictures</td>
<td>100.0%</td>
<td>$15.00</td>
<td>$16.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Band Shell Rental</td>
<td>100.0%</td>
<td>$105.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Band Shell Equipment Rental</td>
<td>100.0%</td>
<td>$50.00</td>
<td>$51.00</td>
</tr>
<tr>
<td>Parks</td>
<td>PA, Chairs or Music Stands per item</td>
<td>100.0%</td>
<td>$5.00</td>
<td>$6.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Snow Shoe Rental Adult</td>
<td>100.0%</td>
<td>$25.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Parks</td>
<td>Cancellation Administration Fee for Hawk Island Snow Tubing Reservations</td>
<td>100.0%</td>
<td>$25.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Fair</td>
<td>PER DAY, includes janitorial fees and facility fee</td>
<td>100.0%</td>
<td>$610.00</td>
<td>$620.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Friday Night Show</td>
<td>100.0%</td>
<td>$150.00</td>
<td>$155.00</td>
</tr>
<tr>
<td>Fair</td>
<td>PER Water Dump</td>
<td>100.0%</td>
<td>$61.00</td>
<td>$62.00</td>
</tr>
<tr>
<td>Location of Service</td>
<td>Fee Description</td>
<td>Target Percent</td>
<td>2020 Fee</td>
<td>2021 Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Fair</td>
<td>PER Event, Non-Food Concession Fee includes electricity</td>
<td>100%</td>
<td>25.00</td>
<td>26.00</td>
</tr>
<tr>
<td>Fair</td>
<td>PER Day, Food Concession Fee includes electricity</td>
<td>100%</td>
<td>25.00</td>
<td>26.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Infield Arena (Gymkhana events ONLY)</td>
<td>100%</td>
<td>115.00</td>
<td>120.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Main Arena Full Day Use - Shooting Sports No charge for 3 hours or less Mon-Thurs ONLY as long as it isn’t rented</td>
<td>100%</td>
<td>610.00</td>
<td>620.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Monday-Thursday if there is food (no food is free) 4H</td>
<td>100%</td>
<td>91.00</td>
<td>92.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Friday &amp; Sunday 4H</td>
<td>100%</td>
<td>175.00</td>
<td>180.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Saturday 4H</td>
<td>100%</td>
<td>920.00</td>
<td>930.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Sunday-Friday All others (Deposit Required)</td>
<td>100%</td>
<td>450.00</td>
<td>455.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Saturday All others (Deposit Required)</td>
<td>100%</td>
<td>950.00</td>
<td>960.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Main Arena - Weekend Rental</td>
<td>100%</td>
<td>4,600.00</td>
<td>4,610.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Facility Fee - for organizations that hold 1-3 shows per yr</td>
<td>100%</td>
<td>305.00</td>
<td>310.00</td>
</tr>
<tr>
<td>Fair</td>
<td>North End w/ Main Arena Bldg. (min for 2 or 3 day show)</td>
<td>100%</td>
<td>4,600.00</td>
<td>4,610.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees Comm. South, Barn A or Barn B</td>
<td>100%</td>
<td>305.00</td>
<td>310.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees All other North End Barns</td>
<td>100%</td>
<td>255.00</td>
<td>260.00</td>
</tr>
<tr>
<td>Fair</td>
<td>show)</td>
<td>100%</td>
<td>2,800.00</td>
<td>2,810.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees UU or VV Barns</td>
<td>100%</td>
<td>305.00</td>
<td>310.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees All other South End Barns</td>
<td>100%</td>
<td>255.00</td>
<td>260.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Covered Practice Arena Per Show</td>
<td>100%</td>
<td>510.00</td>
<td>520.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Covered Practice Arena Per Dump for Watering Arena and Drag</td>
<td>100%</td>
<td>61.00</td>
<td>62.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Infield Arena Per Day</td>
<td>100%</td>
<td>460.00</td>
<td>465.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Entire Grounds minimum for 2 to 3 day show</td>
<td>100%</td>
<td>6,900.00</td>
<td>6,910.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees Comm South, Barn A &amp; Barn B, VV or UU</td>
<td>100%</td>
<td>305.00</td>
<td>310.00</td>
</tr>
<tr>
<td>Fair</td>
<td>w/ extra barn fees All other Barns</td>
<td>100%</td>
<td>255.00</td>
<td>260.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Dumps/Drags North End w/ Main Arena and Entire Grounds 2 or 3 Day cost will be incurred after 2 times</td>
<td>100%</td>
<td>61.00</td>
<td>62.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Brick Building Rental Fee</td>
<td>100%</td>
<td>255.00</td>
<td>260.00</td>
</tr>
<tr>
<td>Fair</td>
<td>Commercial Vendor Per event</td>
<td>100%</td>
<td>25.00</td>
<td>26.00</td>
</tr>
<tr>
<td>Location of Service</td>
<td>Fee Description</td>
<td>Target Percent</td>
<td>2020 Fee</td>
<td>2021 Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Clerk</td>
<td>Birth Written Verification (not a certificate)- NEW</td>
<td>100.0%</td>
<td>$0.00</td>
<td>$10.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Photography</td>
<td>100.0%</td>
<td>$300.00</td>
<td>$305.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Topography</td>
<td>100.0%</td>
<td>$585.00</td>
<td>$595.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Preliminary Comm. Site Plan Review (2)</td>
<td>75.0%</td>
<td>$715.00</td>
<td>$725.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Preliminary Plat Review (2)</td>
<td>75.0%</td>
<td>$715.00</td>
<td>$725.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Plat and Commercial Drainage Review - First acre</td>
<td>100.0%</td>
<td>$715.00</td>
<td>$725.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Additional acre</td>
<td>100.0%</td>
<td>$81.00</td>
<td>$82.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Re-submission Admin fee</td>
<td>100.0%</td>
<td>$235.00</td>
<td>$240.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Plat Drain Administration Fee</td>
<td>75.0%</td>
<td>$2,530.00</td>
<td>$2,540.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Drain Crossing Permits, Review (Commercial)</td>
<td>100.0%</td>
<td>$515.00</td>
<td>$525.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Drain Crossing Permit- (Residential)</td>
<td>100.0%</td>
<td>$135.00</td>
<td>$140.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Tap-In Permit - Commercial</td>
<td>75.0%</td>
<td>$430.00</td>
<td>$440.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less</td>
<td>100.0%</td>
<td>$630.00</td>
<td>$640.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion (12 mo.) - Commercial- each additional acre (3)</td>
<td>100.0%</td>
<td>$63.00</td>
<td>$64.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less (3)</td>
<td>100.0%</td>
<td>$550.00</td>
<td>$560.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion (9 mo.) - Commercial- each add'l acre (3)</td>
<td>100.0%</td>
<td>$55.00</td>
<td>$56.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion Permit - Commercial - 6 mo. Duration - 1/2 acre or less (3)</td>
<td>100.0%</td>
<td>$470.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion (6 mo.) - Commercial- each add'l acre (3)</td>
<td>100.0%</td>
<td>$47.00</td>
<td>$48.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Escrow account-1/2 acre or less</td>
<td>100.0%</td>
<td>$585.00</td>
<td>$595.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Escrow account - 1/2 to 1 acre</td>
<td>100.0%</td>
<td>$1,730.00</td>
<td>$1,740.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Escrow account - 1 to 5 acres</td>
<td>100.0%</td>
<td>$3,430.00</td>
<td>$3,440.00</td>
</tr>
<tr>
<td>Location of Service</td>
<td>Fee Description</td>
<td>Target Percent</td>
<td>2020 Fee</td>
<td>2021 Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>----------------</td>
<td>-----------</td>
<td>-----------</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Escrow account - 5 to 10 acres</td>
<td>100.0%</td>
<td>$5,655.00</td>
<td>$5,665.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Escrow account - each add'l 10 acres</td>
<td>100.0%</td>
<td>$2,855.00</td>
<td>$2,865.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Soil Erosion Permit - 6 month duration</td>
<td>75.0%</td>
<td>$210.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Commercial Minor Disturbance Soil Erosion Permit/Review/Inspection</td>
<td>75.0%</td>
<td>$340.00</td>
<td>$350.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Residential Minor Disturbance Soil Erosion Permit/Review/Inspection</td>
<td>75.0%</td>
<td>$50.00</td>
<td>$51.00</td>
</tr>
<tr>
<td>Drain Comm.</td>
<td>Violation and Cease&amp;Desist Order</td>
<td>100.0%</td>
<td>$315.00</td>
<td>$320.00</td>
</tr>
<tr>
<td>Econ. Devel.</td>
<td>Application Fee - Brownfield</td>
<td>100.0%</td>
<td>$1,530.00</td>
<td>$1,540.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>17&quot; x 22&quot;</td>
<td>100.0%</td>
<td>$19.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>22&quot; x 34&quot;</td>
<td>100.0%</td>
<td>$26.00</td>
<td>$27.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>28&quot; x 40&quot;</td>
<td>100.0%</td>
<td>$32.00</td>
<td>$33.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>34&quot; x 44&quot;</td>
<td>100.0%</td>
<td>$39.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>Digitally Produced Paper Maps - Parcel layer w/2010 Digital Photo Layer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equalization</td>
<td>11&quot; x 17&quot;</td>
<td>100.0%</td>
<td>$26.00</td>
<td>$27.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>17&quot; x 22&quot;</td>
<td>100.0%</td>
<td>$39.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>22&quot; x 34&quot;</td>
<td>100.0%</td>
<td>$52.00</td>
<td>$53.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>28&quot; x 40&quot;</td>
<td>100.0%</td>
<td>$65.00</td>
<td>$66.00</td>
</tr>
<tr>
<td>Equalization</td>
<td>34&quot; x 44&quot;</td>
<td>100.0%</td>
<td>$78.00</td>
<td>$80.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>Non-Resident Adult (April - October)</td>
<td>100.0%</td>
<td>$13.00</td>
<td>$14.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>Non-Resident Senior/Military (April - October)</td>
<td>100.0%</td>
<td>$11.00</td>
<td>$12.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>School Groups &amp; Charitable Organizations ANY SHELTER</td>
<td>100.0%</td>
<td>$25.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>Potter Park Penguin Cove</td>
<td>100.0%</td>
<td>$120.00</td>
<td>$130.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>Potter Park Eagle Landing</td>
<td>100.0%</td>
<td>$145.00</td>
<td>$156.00</td>
</tr>
<tr>
<td>Zoo</td>
<td>Potter Park - Tiger Den</td>
<td>100.0%</td>
<td>$215.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo product, 0-250 minutes, chrg/month</td>
<td>100.0%</td>
<td>$53.00</td>
<td>$54.00</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo Min. Overage for 0-250 min. plan</td>
<td>100.0%</td>
<td>$0.21</td>
<td>$0.22</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo product, 250-1000 mins.-chrg/mo.</td>
<td>100.0%</td>
<td>$105.00</td>
<td>$110.00</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo Min. Ovrg for 250-1000 min. plan</td>
<td>100.0%</td>
<td>$0.16</td>
<td>$0.17</td>
</tr>
<tr>
<td>Location of Service</td>
<td>Fee Description</td>
<td>Target Percent</td>
<td>2020 Fee</td>
<td>2021 Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------------------------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo product, 1001-3000 mins-chrg/mo</td>
<td>100.0%</td>
<td>$210.00</td>
<td>$215.00</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo Min. Ovrg for 1000-3000 min. plan</td>
<td>100.0%</td>
<td>$0.13</td>
<td>$0.14</td>
</tr>
<tr>
<td>RoD</td>
<td>Laredo product, Unltd mins-chrg/mo.</td>
<td>100.0%</td>
<td>$260.00</td>
<td>$265.00</td>
</tr>
</tbody>
</table>
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 13

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONVERT THE GRANT AND FINANCE SPECIALIST POSITION TO ACCOUNTANT

RESOLUTION #20 – 215

WHEREAS, Ingham County Health Department (ICHID) wishes to covert Position #601537 Finance and Grant Specialist (ICEA 06, $45,542.52 – 59,473.88) position number to an Accountant (ICEA 07, $53,158.82 - $63,815.36); and

WHEREAS, the Finance and Grant Specialist position is fully funded through State and Federal Ryan White HIV Care funds, to support the management of the accounting and grant budget management associated with Ryan White programs; and

WHEREAS, the Finance and Grant Specialist position has been unfilled as posted, and after re-analysis of the position, it was determined that the Accountant position aligns better with the duties required to support the expanding Ryan White program budgets and 340B Pharmacy savings; and

WHEREAS, a Finance and Grant Specialist is compensated at the ICEA County Pro 06 range of $45,542.52 - $59,473.88 and converting to an Accountant at the ICEA County Pro 06 would increase the compensation range to $53,158.82 - $63,815.36; and

WHEREAS, the ICEA County Professionals Union has been notified, and they support the conversion; and

WHEREAS, the Human Resources Department has participated in and analyzed the proposed conversion; and

WHEREAS, the conversion of the vacant position #601537 to an Accountant (ICEA 07, $53,158.82 - $63,815.36) would increase costs by $10,869.67 annually; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports the proposed conversion of vacant Position #601537 Finance and Grant Specialist (ICEA 06, $45,542.52 – 59,473.88) position number to an Accountant (ICEA 07, $53,158.82 - $63,815.36); and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the proposed conversion of vacant Position #601537 Finance and Grant Specialist (ICEA 06, $45,542.52 – 59,473.88) to an Accountant (CHC ICEA 07, $53,158.82 - $63,815.36) effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of vacant Position #601537 Finance and Grant Specialist, ICEA County Professional Grade 06 to Accountant ICEA County Professional Grade 07, effective upon approval of this resolution.
MAY 26, 2020 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary changes to the budget and position allocation list consistent with this resolution.

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert  
Nays: None  Absent: Koenig  Approved 05/18/2020

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert  
Nays: None  Absent: None  Approved 05/19/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdorfer, Schafer, Maiville  
Nays: None  Absent: None  Approved 05/20/2020

Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 14

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2019-2020 COMPREHENSIVE AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

RESOLUTION #20 – 216

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

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

WHEREAS, MDHHS and ICHD have entered into a 2019-2020 Comprehensive Agreement authorized in Resolution #19-309 and Amendment #1 in Resolution #19-471 and Amendment #2 in Resolution #20-104; and

WHEREAS, MDHHS has proposed Amendment #3 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the 2019-2020 Comprehensive Agreement with Michigan Department of Health & Human Services (MDHHS) effective October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the total amount of the Comprehensive Agreement funding shall increase from $6,353,675 to $6,662,543, an increase of $308,868.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Family Planning Services: increase of $15,000 from $439,223 to $454,223
Public Health Emergency Preparedness (PHEP): increase of $6,560 from $115,940 to $122,500
Food – Essential Local Public Health Services (ELPHS); increase of $42,433 from $242,740 to $285,173
Regional Perinatal Care Systems; increase of $50,000 from $50,000 to $100,000
Nurse Family Partnership: increase of $3,000 from $585,300 to $588,300
COVID-19 Response: increase of $50,000 from $0 to $50,000
PHEP COVID-19 Response: increase of $125,000 from $0 to $125,000
Hepatitis A: increase of $25,000 from $0 to $25,000
Vector Borne Surveillance: decrease of $8,125 from $8,125 to $0
MAY 26, 2020 REGULAR MEETING

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

BE IT FURTHER RESOLVED, that the Health Officer, or her designee, is authorized to submit Amendment #3 of the 2019-2020 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES:** Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Nacyaert  
Nays: None  Absent: Koenig  Approved 05/18/2020

**FINANCE:** Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville  
Nays: None  Absent: None  Approved 05/20/2020

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE SETTING UP AN ACCOUNT WITH AMERISOURCEBERGEN, INC ON BEHALF OF AFAXYS, INC

RESOLUTION #20 – 217

WHEREAS, Ingham County entered into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023; and

WHEREAS, AFAXYS, INC and BAYER collaborate under this agreement to provide family planning medical supplies for the Public Health Sector; and

WHEREAS, AFAXYS INC has collaborated with AmerisourceBergen, INC, a pharmaceutical distribution company, to distribute medical supplies under this group purchasing agreement; and

WHEREAS, AmerisourceBergen INC, will support distribution of medical supplies to ICHD’s Community Health Center (CHC) patients receiving treatment; and

WHEREAS, ICHD is required to setup an account with AmerisourceBergen to continue distribution of medical supplies to ICHD’s Community Health Centers (CHCs); and

WHEREAS, AmerisourceBergen, INC requires a customer credit application to be completed; and

WHEREAS, ICHD will provide AmerisourceBergen, INC with a credit application; and

WHEREAS, the Health Officer recommends approval of this resolution to enter into an agreement with AFAXYS, INC for group purchasing of medical supplies effective March 1, 2020 through February 29, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Health Department will set up an account with AmerisourceBergen to continue distribution of medical supplies to ICHD’s Community Health Centers (CHC)s.

BE IT FURTHER RESOLVED, that the Ingham County Health Department will provide AmerisourceBergen, INC with a credit application.

BE IT FURTHER RESOLVED, that the Health Officer has authority to complete any electronic forms related to this resolution on behalf of the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
MAY 26, 2020 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert
Nays: None   Absent: Koenig   Approved 05/18/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None   Absent: None   Approved 05/20/2020

Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 16

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) FUNDING FOR DIABETES SELF-MANAGEMENT EDUCATION AND SUPPORT (DSMES)

RESOLUTION #20 – 218

WHEREAS, Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to accept a funding award totaling $15,000.00 from Michigan Department of Health & Human Services (MDHHS) effective March 1, 2020 through June 30, 2021; and

WHEREAS, this award will provide funding to ICHD’s CHCs and will create Diabetes Self-Management Education and Support (DSMES) services for patients of the Ingham CHCs; and

WHEREAS, the following changes will be supported by this funding:

- Class supplies (Telehealth or DSMES start-up)
- DSMES promotional materials
- Staff education/training (about DSMES services/process)
- EHR modifications to implement referral prompts; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board recommends acceptance of the DSMES funding award totaling $15,000.00 from MDHHS March 1, 2020 through June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the DSMES funding award totaling $15,000.00 from MDHHS effective March 1, 2020 through June 30, 2021.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, is authorized to electronically sign any contract documents on behalf of the county after approval as to form by the County Attorney.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.
MAY 26, 2020 REGULAR MEETING

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert
  Nays: None    Absent: Koenig    Approved 05/18/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
  Nays: None    Absent: None    Approved 05/20/2020

Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 17

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO EXTEND AGREEMENT WITH LUMAHEALTH

RESOLUTION #20 – 219

WHEREAS, Ingham County Health Department (ICHD) wishes to extend the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020; and

WHEREAS, Luma Health was selected as the sole vendor by Michigan Primary Care Association (MPCA) to provide patient broadcasting, messaging and Telehealth services through a competitive bid process and therefore it has exclusive rights for providing these services to CHCs across the State of Michigan; and

WHEREAS, there is no-cost for this 60-day agreement; and

WHEREAS, the Health Officer and the Community Health Center Board recommend extending the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize extending the LumaHealth Services Agreement for COVID-19 patient broadcasting, messaging and Telehealth authorized by Resolution #20-177 for an additional 30 days, making the terms of the agreement effective April 14, 2020 through July 12, 2020.

BE IT FURTHER RESOLVED, that Luma Health was selected as the sole vendor by Michigan Primary Care Association (MPCA) to provide patient broadcasting, messaging and Telehealth services through a competitive bid process and therefore it has exclusive rights for providing these services to CHCs across the State of Michigan.

BE IT FURTHER RESOLVED, that there is no-cost for this 60-day agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.
HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert
Nays: None    Absent: Koenig    Approved 05/18/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None    Absent: None    Approved 05/20/2020

Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 18

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH YMCA OF LANSING

RESOLUTION #20 – 220

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for $9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021; and

WHEREAS, the course will be geared towards HIV patients with oversight from a nutritionist at ICHD to ensure the lessons provided meet the needs of the patients and the Ryan White Grant; and

WHEREAS, the HIV nutrition program costs $9,800 for one 12 week course; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support entering into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for $9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with YMCA of Lansing to provide one 12 week nutrition course for HIV clients, for $9,800, at the Forest Community Health Center (FCHC) effective July 1, 2020 to June 30, 2021.

BE IT FURTHER RESOLVED, that the cost will be covered by funds from the Ryan White B and Ryan White D State/Federal grants.

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

HUMAN SERVICES: Yeas: Trubac, Stivers, Tennis, Morgan, Slaughter, Naeyaert
Nays: None Absent: Koenig Approved 05/18/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdorfer, Schafer, Maiville
Nays: None Absent: None Approved 05/20/2020

Commissioner Trubac moved to adopt the resolution. Commissioner Slaughter supported the motion.
Commissioner Tennis stated that he wanted to disclose that he was a lobbyist for the State Alliance of Michigan YMCAs. He further stated that the YMCA of Lansing was a member of that alliance, and was one of his clients.

The motion to adopt the resolution carried unanimously.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 19

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO HONOR THE SERVICE OF CANINE SMOKE AND DEPUTY NARLOCK
AND TO APPROVE THE SALE OF SMOKE TO DEPUTY NARLOCK

RESOLUTION #20 – 221

WHEREAS, Canine Smoke was a member of the Ingham County Sheriff’s Office with his handler Deputy Paul Narlock for the past 5 years where his duties entailed narcotics detection and patrol work; and

WHEREAS, Deputy Narlock and Canine Smoke assisted every agency within Ingham County; and

WHEREAS, Deputy Narlock and Canine Smoke were well known by the area school children after several demonstrations done for local schools; and

WHEREAS, Deputy Narlock and Canine Smoke participated in many sweeps of local schools and county facilities including the Jail and the House of Commons; and

WHEREAS, Canine Smoke will be officially retired from the Ingham County Sheriff’s Office on June 18, 2020; and

WHEREAS, Canine Smoke has formed an inseparable bond with Deputy Narlock and his family; and

WHEREAS, the Sheriff’s Office would like to transfer ownership of Canine Smoke to Deputy Narlock for $1 to ensure he has an enjoyable retirement; and

WHEREAS, Ingham County gives up all ownership rights and any liabilities and responsibilities that pertain to Canine Smoke effective June 18th, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Deputy Paul Narlock and Canine Smoke for their contributions they have made to the Sheriff’s Office and the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Board approves the transfer of ownership and title of Canine Smoke to Deputy Narlock for $1.

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None  Absent: Polsdofer  Approved 05/14/2020

Adopted as part of the consent agenda.

Page 42 of 57
Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AGREEMENT WITH GUARDIAN ALARM COMPANY FOR THE BUILDING ALARM SYSTEM AT THE 9-1-1 CENTER'S BACKUP LOCATION

RESOLUTION #20 – 222

WHEREAS, the 9-1-1 Center’s backup location does not currently have a building alarm system; and

WHEREAS, the 9-1-1 Center’s backup location will need a building alarm system to keep it secure; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Guardian Alarm Company who submitted the lowest responsive and responsible proposal of $3,313.20 for the new building alarm system and three years of monitoring services at the 9-1-1 Center’s backup location; and

WHEREAS, funds for this project are available through the 9-1-1 Emergency Telephone Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Guardian Alarm Company, 20800 Southfield Road, Southfield, Michigan 48075 for the installation and three years of monitoring services for the building alarm at the 9-1-1 Center’s backup location for an amount not to exceed $3,313.20.

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

LAW & COURTS:  Yeas: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer  
Nays: None  Absent: Polsdofe  Approved 05/14/2020

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert  
Nays: None  Absent: None  Approved 05/19/2020

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofe, Schafer, Maiville  
Nays: None  Absent: None  Approved 05/20/2020

Adopted as part of the consent agenda.
Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 22

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND CONTRACT FOR GRAPHIC SCIENCES, INC. FOR THE CONTINUED STORAGE AND RETRIEVAL OF CIRCUIT COURT FILES

RESOLUTION #20 – 224

WHEREAS, 2,432 boxes of Circuit Court files are currently stored with Graphic Sciences, Inc. per contract and Resolution #15-422; and

WHEREAS, it is necessary that the contract continues as Graphic Sciences Inc. provides a safe and secure environment within which to store the Circuit Court files; and

WHEREAS, the Ingham County Circuit Court has no alternative storage locations for the files currently stored by Graphic Sciences, Inc.; and

WHEREAS, Graphic Sciences Inc. has proposed a rate increase from $0.288 to $0.032 per box per month; and

WHEREAS, the proposed rate increase results in a total annual increase in costs for file storage of approximately $933.84; and

WHEREAS, the total annual cost of files storage will be approximately $9,338.88; and

WHEREAS, Graphic Sciences, Inc.’s total files storage cost of $9,338.88 is well below Ingham County Circuit Court contract’s annual “not to exceed” limit of $20,341; and

WHEREAS, money has been approved in the Ingham County Circuit Court 2020 budget, line item 101-13001-818000 - Contractual Services Record Storage and Retrieval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the agreement between Ingham County Circuit Court and Graphic Sciences, Inc. by increasing the dollar amount from $8,405.04 to $9,338.88 per year to store and retrieve Circuit Court files.

BE IT FURTHER RESOLVED, that the Ingham County Circuit Court is hereby authorized to amend the ongoing contract with Graphic Sciences, Inc. to pay the increased amount of $0.032 per box per month for file storage, effective January 1, 2020 with funds to be taken from line item 101-13001-818000 - Contractual Services Record Storage and Retrieval.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.
MAY 26, 2020 REGULAR MEETING

LAW & COURTS: **Yeas:** Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer  
**Nays:** None  **Absent:** Polsdofe  **Approved 05/14/2020**

FINANCE: **Yeas:** Morgan, Tennis, Grebner, Crenshaw, Polsdofe, Schafer, Maiville  
**Nays:** None  **Absent:** None  **Approved 05/20/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER TO PORT TELEPHONE LINES/NUMBERS FROM AT&T TO THE INGHAM COUNTY CISCO TELEPHONE SYSTEM

RESOLUTION #20 – 225

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

WHEREAS, the Ingham County 9-1-1 Central Dispatch Center now has an opportunity to save significant monthly recurring telephone costs with our move to a new Solacom 9-1-1 telephone system; and

WHEREAS, our current 9-1-1 telephone system could not support this change, and the new Solacom system will support moving our voice non-emergency telephone lines from AT&T copper lines to the Ingham County Cisco telephone system; and

WHEREAS, moving the lines to the Cisco telephone system is a sound solution and will result in significant savings in monthly telephone charges; and

WHEREAS, the quote from Sentinel Technologies, the Cisco vendor serving Ingham County, for the costs to make these changes is $5,940.00; and,

WHEREAS, although there have not been costs charged by AT&T to port numbers from their lines in the past, we are asking that an additional $3,000.00 be approved to cover AT&T costs if incurred; and,

WHEREAS, funds for this project are available within the fund balance of the 9-1-1 Emergency Telephone fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the porting of 9-1-1 center voice non-emergency telephone lines from AT&T copper to Ingham County’s Cisco telephone system as quoted for $5,940.00, and approves a not to exceed cost of $8,940.00 for this project.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.
MAY 26, 2020 REGULAR MEETING

LAW & COURTS:  Yeas: Slaughter, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None    Absent: Polsdofor    Approved 05/14/2020

FINANCE:  Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofor, Schafer, Maiville
Nays: None    Absent: None    Approved 05/20/2020

Adopted as part of the consent agenda.
MAY 26, 2020 REGULAR MEETING

ADOPTED – MAY 26, 2020
AGENDA ITEM NO. 24

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A MORATORIUM ON COUNTY HIRING, CREATION OF NEW POSITIONS, FILLING OF VACANT POSITIONS AND OUT-OF-STATE TRAVEL

RESOLUTION #20 – 226

WHEREAS, the outbreak of COVID-19, which started in March of 2020 in Michigan, has impacted and continues to dramatically impact the expected County revenues for both fiscal year 2020 and 2021; and

WHEREAS, the County has sought financial measures to ensure that employees are well-taken care of during this crisis; and

WHEREAS, Ingham County is committed to take the necessary actions to protect its residents and to provide all possible support to those fighting the pandemic; and

WHEREAS, Ingham County is likely to commit to unplanned spending to defeat the virus and recognizes that the COVID-19 pandemic may have a long-term impact on Ingham County's revenues and operations; and

WHEREAS, the full financial impact of this closure may not be fully understood until late 2020 or early 2021; and

WHEREAS, on March 30, 2020, Governor Gretchen Whitmer released Executive Directive 2020-4 to institute a freeze on hiring, creation of new positions, filling of vacant positions, transfers and promotions for the State of Michigan; and

WHEREAS, Ingham County is operating with essential employees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners implements a freeze on hiring, the creation of new positions and filling of vacant positions until August 31, 2020.

BE IT FURTHER RESOLVED, that exceptions to the freeze includes cases where employees are required to fill positions as part of COVID-19 response, 24/7 operations, including public safety, federal and state mandates, grant-funded programming, special revenue funds and part-time non-eligible personnel. Hiring outside of these parameters will be on a case-by-case basis.

BE IT FURTHER RESOLVED, that during the local state of emergency authorized pursuant to the provisions of Section 10 of Public Act 390 of 1976, MCL 30.410, the Chairperson of the Board of Commissioners, in consultation with the Chairperson of the relevant Committee(s) and the Chairperson of the Finance Committee, shall have the authority to grant exceptions to this policy.
MAY 26, 2020 REGULAR MEETING

BE IT FURTHER RESOLVED, that a monthly report on positions filled due to the exception parameters as part of the COVID-19 response be presented to the Board of Commissioners during the duration of the local state of emergency authorized by the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Controller shall instruct Department Heads that they must restrict all non-essential discretionary expenditures immediately, until further notice.

BE IT FURTHER RESOLVED, that the Controller shall instruct Department Heads that they must eliminate all non-essential out-of-state travel immediately, until further notice.

BE IT FURTHER RESOLVED, that the Controller shall instruct the Budget Director to freeze all line-item transfers from out-of-state travel line-items to other line-items immediately, until further notice.

BE IT FURTHER RESOLVED, that the County shall explore partnerships with other units of government at all levels, to utilize partnerships to provide similar services to reduce costs.

BE IT FURTHER RESOLVED, that following the conclusion of the local state of emergency period authorized pursuant to the provisions of Section 10 of Public Act 390 of 1976, MCL 30.410, exceptions to the hiring freeze and the out-of-state travel ban may be granted upon an affirmative vote of the appropriate Board of Commissioners’ Liaison Committee and/or the full Board of Commissioners.

BE IT FURTHER RESOLVED, that this resolution will take effect immediately upon its approval by the Board of Commissioners.

Commissioner Morgan moved to adopt the resolution. Commissioner Grebner supported the motion.

Commissioner Morgan stated that the resolution was a temporary moratorium on County hiring, creation of new positions, filling of vacant positions, and out-of-state travel. He further stated that the resolution provided some exceptions for public safety, and instructed Department Heads to restrict all non-essential discretionary expenditures, until further notice.

Commissioner Polsdofer stated that he would to offer an amendment.

Chairperson Crenshaw asked Commissioner Polsdofer where he wanted the amendment to be placed in the resolution.

Commissioner Morgan stated that he would recommend that the amendment be placed under the fourth-to-last BE IT FURTHER RESOLVED that addressed out-of-state travel.

Discussion.

The resolution was amended as follows:

BE IT FURTHER RESOLVED, that the Controller shall instruct the Budget Director to freeze all line-item transfers from out-of-state travel line-items to other line-items immediately, until further notice.

This was considered a friendly amendment.
Commissioner Grebner stated that while he did not object to the amendment, he wanted to be clear as to what the amendment amounted to. He further stated that, in effect, the amendment said the out-of-state travel line-items that were in a budget could not be spent on out-of-state travel or anywhere else.

Commissioner Grebner stated that some departments had unavoidable out-of-state travel, but most departments did not have out-of-state travel funds. He further stated that he thought travel funds could only be transferred to other travel items.

Commissioner Grebner stated that he did not think there were many options for line-item transfers because the County’s rules did not give wide latitude anyway. He further stated that if a Department Head in need of in-state travel, they could probably make funds available in other ways, so he thought that the practical importance of the amendment was very small.

Commissioner Schafer asked Commissioner Polsdofer if the amendment would impact the Sheriff’s Department or the Prosecutor’s Office as both of those departments were involved in out-of-state travel for inmate transfers.

Commissioner Polsdofer stated that inmate transfers would not be applicable to the amendment. He further stated that the amendment was meant to be directed to people that were experiencing suspended out-of-state travel, and then used those funds to purchase, for example, office supplies.

Commissioner Polsdofer stated that the County needed to be doing everything it could, not only this fiscal year, to cumulatively find every possible savings. He further stated that if this amendment could be directed toward Department Heads to freeze these funds until further notice, it was one more piece of the pie to get the County to become fiscally-sound.

Discussion.

Commissioner Naeyaert asked Teri Morton, Deputy Controller, what her thoughts were on the amendment.

Ms. Morton stated that she thought it was a very good amendment to accomplish the task of not having that money be spent. She further stated that the resolution, as it stood, talked about freezing out-of-state travel, but did not include a restriction on transferring funds to be spent somewhere else, and with the County’s current transfer policy, most of the controllable costs category was eligible for transfer by departments.

Ms. Morton stated that the amendment sounded like it suspended the ability to transfer the funds to another line-item, but it did not negate the ability of approved departments to spend that out-of-state travel. She further stated that if there was an exemption given for some necessary out-of-state travel, the funds would still be in the line-item to be spent.

Commissioner Naeyaert stated that the County needed to do something to remove the Sheriff’s Department or the activities of the Circuit Court from being restricted on out-of-state travel rather than be assumed.

Ms. Morton stated that she thought there were exceptions written into language of the resolution. She further stated that Commissioner Morgan could probably speak to this, but she read that all of the exceptions for those categories of departments would apply to the hiring freeze, the out-of-state travel freeze, and other freezes.
MAY 26, 2020 REGULAR MEETING

Commissioner Morgan stated that the resolution explicitly said that it eliminates all non-essential out-of-state travel, and by definition, an inmate transfer and other activities from the Sheriff's Department or Prosecutor's Office would be considered essential. He further stated that, as Ms. Morton eluded to in regards to the hiring freeze, the resolution explicitly exempts the County's public safety functions.

Commissioner Naeyaert stated that she would like to hear from Matt Nordfjord, County Attorney, if that exemption covered everything.

Mr. Nordfjord stated that, as it related to the general operations of the Sheriff's Department and related functions, he thought that it met the definition of essential and would not be excluded from what the resolution tried to accomplish. He further stated that his understanding when he read all non-essential discretionary expenditures was that the County was trying to be prevent things that did not need to be done from being done.

Commissioner Naeyaert thanked Mr. Nordfjord for his comments.

The motion to adopt the resolution, as amended, carried unanimously.
Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING PARTICIPATION IN MICHIGAN’S WORK SHARE PROGRAM

RESOLUTION #20 – 227

WHEREAS, the COVID-19 outbreak has caused significant disruption in the normal conduct of life and business for Ingham County employees and operations which may result in significant financial hardship; and

WHEREAS, Executive Orders issued by Michigan Governor Gretchen Whitmer in response to the COVID-19 outbreak to protect the health and safety of the public have ordered multiple closures, including the closure of schools, business and other places of employment; and

WHEREAS, such closures may have negatively impacted the income earning ability of employees and their families due to the reduced ability to engage in paid employment as well as the negatively impacted the operations and financial health of Ingham County; and

WHEREAS, as a result of Executive Orders issued by Michigan Governor Gretchen Whitmer, Michigan’s Work Share Program eligibility requirements have been expanded, allowing employers to reduce work hours and wages, while retaining employees who receive a percentage of state unemployment benefits and the $600 federal payment of the Pandemic Unemployment Assistance through the CARES Act through July 2020; and

WHEREAS, participation in the Michigan Work Share Program benefits employees, their families and Ingham County by providing support in restarting and retaining work opportunities; and

WHEREAS, County Union Representatives of employees in positions in the Work Share Program plan have indicated their support of Ingham County’s participation in the Work Share Program for the period June 1, 2020 through July 31, 2020; and

WHEREAS, on May 22, 2020, Ingham County made application for and received notice of eligibility to participate in the Work Share Program from the Michigan Unemployment Insurance Agency.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes participation by Ingham County and Ingham County employees in Michigan’s Work Share Program for the period June 1, 2020 through July 31, 2020.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes the Controller/Administrator to enter into collective bargaining for the purpose of negotiating Letters of Agreement with County Unions obtaining approval for bargaining unit employees to participate in Michigan’s Work Share Program as required by Michigan’s Work Share Program.
MAY 26, 2020 REGULAR MEETING

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

Adopted as part of the consent agenda.
Michigan's Work Share program allows employers to restart their business and bring employees back from unemployment. Employers can bring employees back with reduced hours - while employees collect partial unemployment benefits to make up a portion of the lost wages. Employers can also retain their current workforce and are given the flexibility to choose which of their employees are part of a Work Share plan.

**PROGRAM REQUIREMENTS**

As a result of Governor Whitmer’s Executive Order, Michigan’s Work Share program eligibility requirements have been expanded:

- If business demand is down, employers participating in workshare can preserve their workforce while reducing hours and wages by 10 - 60%.
- Waived the length of time requirement that employers must be in business.
- Waived the requirement that employers have a current or positive balance with UIA.

**Work Share requirements:**

- Employers are given flexibility to organize which employees are in a Work Share plan.
- A plan must include a minimum of two employees and an employer can have multiple plans.
- Plans may be approved for a period of up to 52 consecutive weeks.
- Employee hours/wages may be reduced by a minimum of 10% up to a maximum 60%.
- Part-time employees are eligible, but Work Share does apply to seasonal, temporary, or intermittent employment.
- Employees must be eligible to receive state unemployment benefits.
- Employer must obtain approval of any applicable collective bargaining unit representative.
- Employers participating in Work Share cannot modify employee fringe benefits.

**Under the federal CARES Act:**

- Employees that receive a percent of Michigan unemployment benefits (including Work Share) also receive an additional $600 federal payment in Pandemic Unemployment Assistance through the CARES Act through July 2020.

**HOW IT WORKS**

With the Work Share program, a worker receives a reduced salary from an employer, but is given a percent their state benefits plus the additional $600 federal benefit through July. The reduction in work hours must result in an equivalent reduction in wages.

**HOW IT WORKS**

*If a worker's weekly wages are $1,000, yet the employer needs to reduce their salary/hours by 30%. Under Work Share, their weekly salary would be $700 ($1,000 - 30% = $700). Plus 30% of their state unemployment benefits ($362 maximum x .30 = $108), plus an additional $600 federal payment in Pandemic Unemployment Assistance through the CARES Act through July 2020.*

With Work Share, the employee would earn $1,408/week through July 2020 vs. $962 without Work Share. As businesses are reopened, Work Share can help employers bring back their employees from unemployment faster and allows employers to retain their workforce and avoid layoffs.
Dear Ingham County Human Resources,

Employer Name: INGHAM COUNTY PERSONNEL DEPT
Confirmation ID: 0-151-974-880

You have been found eligible to participate in the Work-Share program. To access the Work-Share features, log onto your Tax Account and you will see the Work-Share link on the left. You need to log-on and complete your application plan. You will begin participating in the Work-Share program with the submission of the completed plan.

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message. If you have questions regarding your unemployment account then contact the Unemployment Insurance Agency’s Work Share Hotline at 1-844-WORKSHR (1-844-967-5747).

If you have reason to believe this submission was made by someone other than yourself or an unauthorized person, or you are experiencing technical issues with MiWAM, you should immediately call 1-855-484-2636 (between 8:30 am and 4:30 pm Monday through Friday) or email MiWAMSupport@michigan.gov.

Thank you for using MiWAM!

Unemployment Insurance Agency
MAY 26, 2020 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

Commissioner Slaughter moved to reappoint Jennifer Smith to the Veterans Affairs Committee and to appoint Commissioner Crenshaw to the Tri-County Regional Planning Commission.

Commissioner Schafer supported the motion.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

None.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Tennis moved to pay the claims in the amount of $5,083,057.67. Commissioner Slaughter supported the motion.

The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 6:51 p.m.

BARB BYRUM, CLERK OF THE BOARD