

CHAIRPERSON
MARK GREBNER

VICE-CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM
DON VICKERS

COUNTY SERVICES COMMITTEE
DEBBIE De LEON, CHAIR
DALE COPEEDGE
VICTOR CELENTINO
ANDY SCHOR
DON VICKERS
VINCE DRAGONETTI

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, JUNE 21, 2011 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [June 7, 2011 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Interviews - Equal Opportunity Committee
2. Sheriff's Office - Request a Waiver of the 2011 Hiring Freeze and Hiring Delay for an Open [Lieutenant's](#) Position
3. Treasurer's Office - Resolution to Utilize the County's Option to Acquire Tax Foreclosed [Property](#)
4. Fair Board - Resolution to Rebuild the Two South End [Horse Show Arenas](#) at the Ingham County Fairgrounds
5. Parks Department
 - a. Resolution Authorizing a Contract with [Sc Environmental Services](#) for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit
 - b. Resolution Authorizing an Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain [City Parks](#)
6. Financial Services Department - Resolution to Authorize [Rehmann Robson](#) to Conduct an Audit of Ingham County for 2011, 2012 and 2013
7. Historical Commission - Resolution to Donate [Foundation](#) from Civil War Cannon to Maple Grove Cemetery
8. Board of Commissioners' Office - Resolution in Support of the Draft [Clean Water](#) Guidance Issued by the Environmental Protection Agency and Corps of Engineers

Announcements
Public Comment
Adjournment

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DEVICES OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

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

COUNTY SERVICES COMMITTEE

June 7, 2011

Minutes

Members Present: Debbie De Leon, Dale Copedge, Victor Celentino, Andy Schor, Don Vickers, Vince Dragonetti and Board Chairperson Grebner

Members Absent: None

Others Present: Becky Bennett, Mary Lannoye, Mark Ferguson, Chuck Gray, Patrick Lindemann, Curtis Hertel, Jim Hudgins, Dean Sienko, Renee Canady, Eric Schertzing, Todd Haywood, Michelle Rutkowski, Stefan Fletcher and others

The meeting was called to order by Chairperson De Leon at 7:03 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 17, 2011 Minutes

The May 17, 2011 Minutes were approved as submitted.

Additions to the Agenda

- 3a. Substitute – Resolution to Contract with Legal Aid of Central Michigan to Take Client Referrals from the Ingham County Register of Deeds and the Ingham County Treasurer
- 7a. Substitute – Controller/Administrator's Office - Resolution to Reorganize Selected Central Services Positions and Waive the Hiring Freeze
- 8. Late – Discussion Item: Notification of Step 3 Hire

Limited Public Comment

None.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. SCHOR, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 5. Fair Board – Resolution Amending Resolution #11-067 to Increase a Part-Time Temporary Position at the Ingham County Fairgrounds to Full-Time Temporary
- 6. Ingham County Farmland and Open Space Preservation Board - 2010 Annual Report - *Information Only*
- 7. Controller/Administrator's Office
 - a. Resolution to Reorganize Selected Central Services Positions and Waive the Hiring Freeze
 - b. Request to Waive the Hiring Freeze for the Human Resources Director Position
 - c. Resolution Honoring Linda Sjolund

(Comm. Copedge arrived at 7:05 p.m.)

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. SCHOR, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

1. Interviews - Equal Opportunity Committee

The Committee interviewed Stefan Fletcher for the Ingham County Equal Opportunity Committee. There are two vacancies. Comm. De Leon stated that the interviews would conclude in approximately two weeks.

2. Drain Commissioner - Resolution Pledging Full Faith and Credit for the Prompt Repayment of Principal and Interest on the Kalamink Consolidated Drain Drainage District Bonds, Series 2011

MOVED BY COMM. COPEDGE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION PLEDGING FULL FAITH AND CREDIT FOR THE PROMPT REPAYMENT OF PRINCIPAL AND INTEREST ON THE KALAMINK CONSOLIDATED DRAIN DRAINAGE DISTRICT BONDS, SERIES 2011.

Comm. Vickers asked who initiated the petition. Mr. Lindemann stated the Village of Webberville and the Township. He further explained that informational meetings have been held in Webberville, the Townships of Leroy and White Oak. Comm. Vickers asked if a meeting would be held to inform residents of the assessment levied and if so has a date been set. Mr. Lindemann stated there would be a meeting but will be scheduled after Board approval and the bidding process. The bidding opens Tuesday, June 14, 2011.

Comm. Vickers asked how many full faith and credit resolutions can be passed before there is a problem with the County's credit rating. Ms. Lannoye explained this is done to lower the interest rate. Mr. Schertzing explained that he reviews the ratings with Moody's and Standard and Poor's and at this time there has not been a problem. Comm. Grebner stated pledging full faith and credit is routine for some County departments and agencies. He explained the real question should be is there sufficient taxing capacity. Mr. Lindemann will provide the approximate finance to SEV ratio to the Finance Committee at their meeting on June 8, 2011.

Mr. Lindemann stated the project assessment district will consolidate two older drains into one major drain covering 12 ½ miles, 933 parcels totaling 10,250 acres and across two townships and a village. Mr. Lindemann explained the project includes removal of sediment, removal of debris and vegetation, repair of pipe, replacement of four farm crossings, as well as, setting of a culvert and replacement of two other culverts.

Mr. Lindemann stated there are two separate bid packages. The first package is for the clean up of the 12.5 miles and the second is to replace a culvert which is in the Village. The bids require for nondiscrimination, prevailing wage, and a project labor agreement, all pursuant to adopted policies and consistent with the Board of Commissioners' resolutions. He noted that the Michigan prevailing wage is currently the same as the unions' contract rates.

Comm. Dragonetti asked Mr. Lindemann if he anticipates a threat of lawsuits. Mr. Lindemann stated no, it is his opinion the residents want the consolidation and the assessments are not expected to be significant.

MOTION CARRIED UNANIMOUSLY.

3. Register of Deeds

- a. Resolution to Contract with Legal Aid of Central Michigan to Take Client Referrals from the Ingham County Register of Deeds and the Ingham County Treasurer

MOVED BY COMM. COPELIDGE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION TO CONTRACT WITH LEGAL AID OF CENTRAL MICHIGAN TO TAKE CLIENT REFERRALS FROM THE INGHAM COUNTY REGISTER OF DEEDS AND THE INGHAM COUNTY TREASURER.

Comm. Vickers asked if there is a per hour rate charged against the \$60,000 or how much work will be done for the \$60,000. Ms. Pourzan stated that the \$60,000 is considered the equivalent of one, full-time attorney over the period of one-year.

Mr. Hertel explained that Mortgage Electronic Registration Systems (MERS) has been wrongfully foreclosing by advertisement in Michigan which has resulted in over 400 people in Ingham County wrongfully losing their homes over the past two years. He further explained this has directly impacted the County budget by lowering property values and increased the tax foreclosure costs. He expressed his concern that there is too much work for one person and Legal Aid is the company that can help. He stated the goal is to keep people in their homes.

Comm. Vickers asked if certain financial obligations need to be met before assistance is provided by Legal Aid. Ms. Maki stated their foreclosure policy allows for greater than traditional income and asset limits. Comm. Copedge asked if there were any restrictions of who would be helped. Ms. Maki explained the details have not yet been worked out, but if someone is able to pay for their own legal counsel it will not be provided to them for free. Mr. Hertel stated that trustworthy resources are needed and people need to beware of companies that are not certified to give serious assistance.

Comm. Schor asked how long before the problem is resolved. Mr. Hertel explained they are trying to change state law by implementing a new system and/or possibly creating a 3rd party tribunal. Mr. Hertel stated that they are now finding patterns on their own and the new records system will help better track such situations.

Comm. Celentino asked if other counties will contract with Legal Aid. Mr. Hertel stated each county is different and he would like to think he is leading the way. Mr. Schertzing stated this will help with liability issues as well.

Comm. Dragonetti asked of 100 people with foreclosure problems how many people can Legal Aid help. Ms. Maki estimated 50 out of 100 and other agencies may be able to help the others. She gave examples of the following agencies: State Wide Michigan Foreclosure Task Force, Michigan Foreclosure Prevention Project, MSHDA, and the Lansing Housing Coalition.

MOTION CARRIED UNANIMOUSLY.

- b. Resolution to Authorize the Purchase of a New Record Management Software System for the Register of Deeds Office

MOVED BY COMM. COPEDGE, SUPPORTED BY COMM. SCHOR, TO APPROVE THE RESOLUTION TO AUTHORIZE THE PURCHASE OF A NEW RECORD MANAGEMENT SOFTWARE SYSTEM FOR THE REGISTER OF DEEDS OFFICE.

Mr. Hertel expressed his dissatisfaction with the current system and support services. He explained the new system is more secure, would streamline his workforce and increase revenue. The life-cycle contract will provide the County with any new product developed for the life of the contract.

Comm. Vickers asked the reason behind the high and the low RFP. Mr. Hertel stated the proposals provided different degrees of equipment, software, support and maintenance. He noted that when Tyler Technologies submitted their proposal they did not recognize the County as a current client. Comm. Copedge asked what format the documents are stored as. Mr. Hertel said the documents are PDF files. Copyrights and fees were discussed. Comm. Vickers asked what the current revenue for copies is. Mr. Hertel will provide the Committee with the current revenue.

Ms. Lannoy suggested the following changes:

8th Whereas: change our to “the County’s” and ourselves to “County”; to read as follows:

WHEREAS, the Register of Deeds believes the new system will maximize General Fund revenue to the County by protecting **the County’s** record online and marketing **County** against overseas title mills; and

10th Whereas: change we to “the Register of Deeds”; to read as follows:

WHEREAS, there is no General Fund expenditure in this request and the Automation Fund had a 2010 year end balance of \$959,241.00, and in 2011 **the Register of Deeds** are currently budgeted to use \$19,208.00 of that fund balance, with the 2011 projected year end balance of \$940,033.00; and

THEREFORE BE IT RESOLVED, delete the word “be” before “a”; to read as follows:

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes an expense of \$191,000 to Fidlar Technologies from the Register of Deeds Automation Fund for the purchase of a new record management system and a maintenance cost of \$91,000.00 (\$364,000) for four years, for a total cost of \$555,000.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

4. Treasurer - Resolution to Authorize Service Contracts for the Purpose of Conducting Title Searches

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. COPEDEGE, TO APPROVE THE RESOLUTION TO AUTHORIZE SERVICE CONTRACTS FOR THE PURPOSE OF CONDUCTING TITLE SEARCHES.

Comm. Vickers asked why searches are split between two companies when one is cheaper. Mr. Schertzing explained the history of the vendors used in the past, quality issues and the how two companies allow for a back up.

Comm. Vickers expressed displeasure of a 5-year contract stating he would like bidding done more often for better pricing. Comm. Copedge asked if there was a periodic review of pricing during the contract years. Mr. Hudgins said yes. Mr. Schertzing explained there has been extensive advertising of the RFP and the need for quality.

Comm. Vickers asked if the Register of Deeds would be paid for the 500 searches. Mr. Schertzing answered yes. Comm. De Leon was pleased the County is contracting with local businesses.

MOTION CARRIED UNANIMOUSLY.

8. Late – Discussion Item: Notification of Step 3 Hire

Dr. Sienko explained that this is a part-time, communicable disease nursing position that has been open for some time. Dr. Canady stated the position has been vacant for 8± months. Dr. Sienko stated that there is difficulty finding nurses who will work part-time. He further explained that this candidate has 30 years of experience. He would like to hire the applicant at Step 3 because of her general clinic experience and qualifications but needs approval from the County as directed in the MNA contract.

Comm. Grebner explained under normal policy when hiring someone above Step 1 there must be approval from the County, defined typically as the Human Resources Director. He stated the Controller, who is serving as the Interim Human Resources Director until the position is filled, has asked to recuse herself from making this hiring decision because she knows the applicant. She asked that the Board Chairperson make this hiring decision.

Comm. Grebner explained that there was not a procedure in effect for this unusual circumstance, there is no department ranked higher than the Controller's office to make this decision and to avoid any bias from the Controller's staff he would agree to make the decision provided there is no objection from the Commissioners presiding on the relevant Liaison Committees.

Comm. Grebner stated that to set precedence for procedure he would consult with the Commissioners on the relevant Committees: Human Services, County Services, and Finance. Then if there was no objection to hire this applicant at Step 3 the hire date will be effective the morning of Thursday, June 23, 2011.

Comm. Grebner stated if any Commissioner felt they had a better procedure to please present it. He discussed the ethics policy of when in doubt it is best to discuss the issue, and further informed the Committee that the Board does not involve itself in writing hiring resolutions that is usually done by staff or Liaison committees.

Comm. Schor asked if the Michigan Nurses Association (MNA) signed off on this. Dr. Canady stated the MNA representative is on vacation and she has not heard back. Comm. Schor would like a response from Dr. Canady regarding any concerns from the MNA.

Comm. Celentino asked for clarification of the process described if the Board Chair does not approve hiring the applicant at the requested step; further, asking if it would then go to the Liaison Committee for appeal or is the Chairperson a rubber stamp. Comm. Grebner stated that the Board Chairperson would typically rely on staff recommendation, in this case Dr. Sienko. The Board as a whole can always overrule the Chairperson, as well as, the County Services Committee in this instance. The Chairperson is never a final determiner if there is objection.

Comm. Dragonetti asked how much the Step 3 increase in dollars is. Dr. Sienko estimated \$1,000.

Comm. Grebner explained that there was no paperwork regarding this discussion item because it was brought to his attention last Thursday.

Announcements

Comm. Vickers reminded the Committee that tomorrow there will be a dedication of the Therapy Pool from 11:30 a.m. to 12:30 p.m., and an open house from 4-6 p.m.

Comm. Copedge stated that he was going back to camp to work with 30 kids and invited the Commissioner to join him.

Public Comment

None.

The meeting adjourned at approximately 8:21 p.m.

Respectfully submitted,

Julie Buckmaster

JUNE 21, 2011 COUNTY SERVICES AGENDA STAFF REVIEW SUMMARY

HIRING FREEZE

2. Sheriff's Office—Request to waive the hiring freeze and delay for a Corrections Lieutenant. Since this position is a promotional opportunity the Sheriff is also requesting a waiver to fill any positions that become vacant as a result of a promotion.

ACTION ITEMS

The Controller recommends approval of the following action items.

3. Treasurer's Office—*Resolution to Utilize the County's option to Acquire Tax Foreclosed Property.*

The resolution authorizes the Treasurer to acquire a number of tax foreclosed properties. The cost of the acquisitions will be covered by the Land Bank Authority utilizing a variety of funding sources, including Neighborhood Stabilization Grant funds authorized by the American Recovery and Reinvestment Act of 2009.

4. Fair Board—*Resolution to Rebuild the Two South End Horse Show Arenas at the Ingham County Fairgrounds.*

The existing surfaces at the South End Horse Show Arenas, commonly known as the 4-H show arenas, need to be replaced before the Fair. As of this date, the Fair Board has not obtained adequate price quotes. The resolution would authorize a total project cost not to exceed \$20,000. The resolution also authorizes the Controller to approve the actual contract award once a proper bid process has been conducted.

5(a). Parks Department—*Resolution Authorizing a Contract with Sc Environmental Services for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit.*

A 2010 structural analysis determined that the exhibit was no longer safe to be used and extensive repairs would be needed to make it safe. The exhibit does not fit into the Zoo's Master Plan so the recommendation of the Zoo staff is to demolish the sheep exhibit. The evaluation committee recommends awarding a contract to Sc Environmental Services in an amount not to exceed \$40,000. Sc Environmental submitted the lowest bid and is a local vendor. Funds are available in the Potter Park Zoo Capital Improvement Line (\$23,550) and the Zoo's 2011 Contingency Fund (\$16,450).

5(b). Parks Department—*Resolution Authorizing an Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks.*

The City approached the Parks Department earlier this year about the possibility of providing maintenance services at City parks. The Parks Department submitted a proposal to the City which has been agreed and approved as a part of the budget process. The County Parks would provide routine maintenance services for 25 city parks that are five acres or less as well as all parks along the River Trail. A list of parks is included in the attached draft agreement. Maintenance services would include mowing, trimming, litter and trash removal, removal of branches and leaves on trails, snow removal, and graffiti removal. The contract would begin on July 1, 2011 and expire June 30, 2012, and will be subject to annual renewals. The County would be compensated \$236,000 in the first year, which includes full reimbursement for all direct and administrative costs.

6. Financial Services Department—*Resolution to Authorize Rehmann Robson to Conduct an Audit of Ingham County for 2011, 2012, and 2013.*

The resolution would extend the contract with our existing audit firm for another three years at the same cost as 2010 (\$71,375). Please refer to Jill Rhode's memorandum for additional information.

OTHER ACTION ITEMS

7. Historical Commission—*Resolution to Donate Foundation from Civil War Cannon to Maple Grove Cemetery.*

The resolution would donate the previous foundation from the Civil War Cannon on the courthouse lawn to Maple Grove Cemetery in Mason. The original foundation was replaced and placed in storage in 2007 when the canon was restored. The resolution requires that the foundation, which consists of two stones constructed of cut field granite and Bedford stone, be displayed near the Cemetery's Veterans memorial.

8. Board of Commissioners—*Resolution in Support of the Draft Clean Water Guidance issued by the Environmental Protection Agency and Corps of Engineers.*

The resolution expresses Board support for the draft clean water guidance issued by the Environmental Protection Agency and the Corps of Engineers on April 27, 2011.

Agenda Item 2

April 30, 2011

Ingham County Board of Commissioners
County Services Committee
Chairperson Debbie DeLeon

Dear Chairperson DeLeon:

The Ingham County Sheriff's Office is requesting a waiver of the 2011 hiring freeze and hiring delay for an open Lieutenants position.

The Ingham County Sheriff's Office, received a retirement letter, effective May 19, 2011 from a Corrections Lieutenant. This position was funded for the 2011 Sheriff's budget.

I am requesting a waiver of this committee on the 2011 hiring freeze and hiring delay so we can fill this position through promotion as well as backfill positions that will become vacant pursuant to the promotion above.

If these positions are not filled, it will affect the safety and supervision, for our Corrections Deputies as well as inmates, thus increasing liability for the county. Additionally, overtime will increase in order to maintain a safe and secure jail.

Sincerely,

Sheriff Gene L. Wriggelsworth
Ingham County Sheriff

Cc: Commissioner Andy Schor
Commissioner Victor Celentino
Commissioner Dale Copedge
Commissioner Vince Dragonetti
Commissioner Don Vickers
Controller Mary Lannoye
Deputy Controller John Neilsen

June 8, 2011

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

Attached for your consideration is a proposed resolution to request the County Treasurer, acting as the Foreclosing Governmental Unit under PA123 of 1999, to accept the minimum bid in the name of Ingham County for certain specifically identified properties to be transferred to the Ingham County Land Bank Fast Track Authority (the "Authority").

Under Public Act 123 of 1999, MCL 211.78m (1), "Not later than the first Tuesday in July, immediately succeeding the entry of judgment under section 78k vesting absolute title to tax delinquent property in the foreclosing governmental unit... the county in which that property is located may purchase that property under this section by payment to the foreclosing governmental unit of the minimum bid." The cost of acquisition will be covered by the Authority utilizing a variety of funding sources, including Neighborhood Stabilization Grant funds authorized by the American Recovery and Reinvestment Act of 2009.

On June 13, 2011, the Authority is expected to pass a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO UTILIZE THE COUNTY'S OPTION TO ACQUIRE
TAX FORECLOSED PROPERTY**

WHEREAS, the Ingham County Treasurer is acting as the foreclosing governmental unit under P.A. 123 of 1999; and

WHEREAS, the General Property Tax Act (PA123 of 1999), allows a county, under MCL 211.78m(1), to purchase tax foreclosed property for the minimum bid which is defined in statute; and

WHEREAS, the County Board of Commissioners wish to utilize their local option to acquire tax foreclosed property not otherwise optioned by the State of Michigan or other local units of government; and

WHEREAS, the Ingham County Land Bank Fast Track Authority (the "Authority") on June 13, 2011 passed a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

THEREFORE BE IT RESOLVED, that the Board of Commissioners requests the County Treasurer, acting as the Foreclosing Governmental Unit, to accept the minimum bid in the name of Ingham County for the properties identified in the attached list, subject to local and state option and other deletions as required by statute and Land Bank Priorities, Policies and Procedures.

BE IT FURTHER RESOLVED, that acquisition costs shall be covered by the Ingham County Land Bank Authority.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary documents as approved to form by the County Attorney to convey said properties to the Authority.

2011 Tax Foreclosure Purchase List

Parcel Number	Address	Cost
33-01-01-03-302-141	927 Bates St	7,231.68
33-01-01-03-353-181	716 Vance St	11,455.70
33-01-01-03-377-041	Rheamount Ave	1,084.52
33-01-01-03-378-002	1335 Lake Lansing Rd	27,083.05
33-01-01-03-378-032	2330 Commonwealth Ave	10,716.53
33-01-01-03-378-092	Lake Lansing Rd	3,645.01
33-01-01-03-378-122	1329 Lake Lansing Rd	6,855.86
33-01-01-04-102-151	404 Hylewood Ave	9,454.69
33-01-01-04-109-121	3209 Felt St	6,857.53
33-01-01-04-126-450	W Sheridan Rd	795.99
33-01-01-04-152-011	3126 Felt St	14,053.96
33-01-01-04-154-121	423 W Paulson St	10,749.68
33-01-01-04-327-491	415 Filley St	12,428.62
33-01-01-04-328-131	236 W Gier	10,975.31
33-01-01-04-328-351	333 W Randolph St	8,766.23
33-01-01-04-328-361	W Randolph St	944.27
33-01-01-04-406-011	Gary Ave	4,339.97
33-01-01-04-457-141	314 Mosely Ave	9,916.77
33-01-01-04-457-151	Mosely Ave	921.63
33-01-01-05-252-081	1402 Marquette St	15,999.04
33-01-01-05-276-091	Terminal Rd	2,427.24
33-01-01-05-351-071	2110 Melvin Ct	5,415.27
33-01-01-06-477-141	2209 Westbury Rd	6,329.43
33-01-01-08-176-391	1417 N Jenison Ave	8,682.47
33-01-01-08-203-061	Redwood St	2,079.59
33-01-01-08-204-001	1311 Greenwood Ave	8,213.74
33-01-01-08-228-101	1530 Lansing Ave	18,017.06
33-01-01-08-228-211	1420 Lansing Ave	6,099.37
33-01-01-08-228-451	1505 Roosevelt Ave	5,187.59
33-01-01-08-228-591	1561 Roosevelt	11,632.51
33-01-01-08-229-261	1523 Knollwood Ave	6,641.16
33-01-01-08-229-281	1533 Knollwood Ave	14,385.44
33-01-01-08-230-061	1526 Knollwood Ave	5,042.60
33-01-01-08-230-112	1508 Knollwood Ave	10,095.11
33-01-01-08-232-091	1016 Queen St	13,622.48
33-01-01-08-278-231	1431 Knollwood Ave	18,740.49
33-01-01-08-352-051	906 Stanley St	12,474.43
33-01-01-08-405-151	1207 Theodore St	9,963.85
33-01-01-08-406-011	1134 Glenn St	23,180.07
33-01-01-08-408-021	N Jenison Ave	3,947.33
33-01-01-08-409-341	W Maple St	967.44
33-01-01-08-409-351	1139 W Maple	8,506.94
33-01-01-08-476-001	926 N M L King Jr Blvd	11,033.89
33-01-01-08-482-081	728 Princeton Ave	24,345.73
33-01-01-08-482-261	909 W Oakland Ave	10,967.05
33-01-01-08-483-201	749 Wisconsin Ave	13,351.12
33-01-01-08-486-011	826 W Saginaw St	9,447.93

33-01-01-09-181-031	1326 N Chestnut St	6,493.17
33-01-01-09-226-091	1917 Polly Ave	7,397.83
33-01-01-09-277-121	431 Pearl St	7,507.23
33-01-01-09-277-131	435 Pearl St	22,236.60
33-01-01-09-303-221	419 W Willow St	20,539.64
33-01-01-09-306-101	612 Brook St	7,204.66
33-01-01-09-307-031	1022 N Pine St	11,226.39
33-01-01-09-326-091	316 W Grand River Ave	15,708.30
33-01-01-09-353-231	Lawler Ct	3,479.50
33-01-01-09-356-181	611 Bluff St	5,688.05
33-01-01-09-361-211	409 W Oakland	17,085.07
33-01-01-09-364-021	722 N Chestnut St	17,306.68
33-01-01-09-364-141	705 N Walnut St	12,645.47
33-01-01-09-383-161	217 W Madison St	12,921.75
33-01-01-09-383-171	219 W Madison St	12,508.53
33-01-01-09-476-031	810 Center St	7,467.83
33-01-01-09-477-091	806 N Cedar St	15,693.57
33-01-01-10-129-101	1806 Vermont Ave	4,829.61
33-01-01-10-132-241	1635 Vermont Ave	7,612.17
33-01-01-10-152-302	1561 Ballard St	5,898.75
33-01-01-10-153-061	1546 Ballard St	3,694.29
33-01-01-10-154-041	1542 N High St	6,736.17
33-01-01-10-154-151	1420 N High St	5,585.07
33-01-01-10-157-092	1222 Ballard St	9,413.82
33-01-01-10-176-141	1441 New York Ave	13,605.83
33-01-01-10-176-401	1027 E Grand River Ave	7,924.64
33-01-01-10-181-081	1412 Massachusetts Ave	5,588.84
33-01-01-10-181-181	1224 Massachusetts Ave	15,523.00
33-01-01-10-183-111	107 Fernhill Ct	6,532.34
33-01-01-10-205-041	Illinois Ave	1,362.93
33-01-01-10-205-181	1617 Ohio Ave	3,316.46
33-01-01-10-205-221	1631 Ohio Ave	9,778.41
33-01-01-10-252-091	1504 Ohio Ave	3,759.80
33-01-01-10-306-201	1005 N Pennsylvania Ave	12,231.38
33-01-01-10-326-491	1113 Person Ct	7,418.91
33-01-01-10-327-021	1142 Camp St	19,960.64
33-01-01-10-328-011	1142 Farrand	7,952.20
33-01-01-10-328-131	1211 Porter St	10,801.12
33-01-01-10-330-171	1115 E Oakland Ave	4,539.57
33-01-01-10-330-261	929 Farrand St	14,070.06
33-01-01-10-354-241	721 N Pennsylvania Ave	16,664.89
33-01-01-10-379-101	1101 E Saginaw St	6,203.60
33-01-01-10-401-171	1231 Clark St	6,647.59
33-01-01-10-401-211	1243 Clark St	8,988.63
33-01-01-10-482-041	714 Mahlon St	8,472.25
33-01-01-14-105-051	622 N Hayford Ave	14,967.92
33-01-01-14-304-031	129 S Magnolia Ave	5,282.76
33-01-01-14-304-131	221 S Magnolia	7,645.21
33-01-01-14-327-052	127 S Francis Ave	5,019.66
33-01-01-14-352-061	419 S Clemens Ave	4,564.12

33-01-01-14-352-221	400 S Fairview Ave	6,477.58
33-01-01-14-353-161	422 S Magnolia Ave	5,996.41
33-01-01-14-358-321	648 S Magnolia Ave	5,198.66
33-01-01-14-359-513	504 S Hayford Ave	11,031.30
33-01-01-14-378-082	S Francis	1,699.73
33-01-01-14-379-071	525 S Francis Ave	6,712.91
33-01-01-14-380-251	600 S Francis Ave	7,399.68
33-01-01-15-104-041	Dorrance Place	1,550.29
33-01-01-15-104-221	405 N Pennsylvania Ave	16,172.02
33-01-01-15-104-391	510 Leshner Place	11,116.50
33-01-01-15-302-131	Hill St	1,241.37
33-01-01-15-302-221	214 S Hosmer St	9,171.78
33-01-01-15-303-131	112 S Eighth St	8,357.32
33-01-01-15-353-041	812 Heald Place	20,595.66
33-01-01-15-355-064	Euclid Place	1,750.40
33-01-01-15-356-011	607 S Hosmer	7,499.38
33-01-01-15-358-031	805 E St Joseph St	16,504.47
33-01-01-15-358-341	806 Larned St	5,452.37
33-01-01-15-432-231	1715 E Kalamazoo	11,032.91
33-01-01-15-451-191	610 Clifford St	11,914.60
33-01-01-15-451-251	1417 Elizabeth St	4,411.49
33-01-01-15-454-101	622 Lathrop St	4,693.86
33-01-01-15-482-121	534 Shepard St	2,837.38
33-01-01-15-483-071	623 Lathrop St	4,662.36
33-01-01-16-101-021	623 N Sycamore St	16,356.52
33-01-01-16-105-111	708 W Genesee St	6,491.79
33-01-01-16-106-232	609 W Lapeer St	5,615.71
33-01-01-16-108-171	521 N Walnut St	12,925.87
33-01-01-16-108-181	523 N Walnut St	14,854.87
33-01-01-16-108-241	417 W Lapeer St	20,397.68
33-01-01-16-358-141	5 Savoy Ct	6,851.91
33-01-01-16-428-081	600 E Michigan Ave	50,226.31
33-01-01-16-479-150	S East St	2,278.09
33-01-01-17-228-171	916 W Genesee St	4,854.05
33-01-01-17-231-041	420 N M L King Jr Blvd	17,219.21
33-01-01-17-231-251	419 N Butler Blvd	23,526.14
33-01-01-17-257-071	1310 W Ottawa	16,162.84
33-01-01-17-330-181	200 Huron St	15,564.73
33-01-01-17-401-111	1232 W Allegan St	21,244.34
33-01-01-17-401-121	1230 W Allegan St	4,432.75
33-01-01-17-401-461	1217 W Michigan Ave	7,669.50
33-01-01-17-405-301	S M L King Jr Blvd	4,026.18
33-01-01-17-451-111	1234 W Lenawee St	17,003.66
33-01-01-17-451-131	1226 W Lenawee St	11,842.97
33-01-01-17-453-562	1209 W Lenawee St	6,261.79
33-01-01-20-105-012	2221 William St	20,452.89
33-01-01-20-107-311	2015 William St	18,726.55
33-01-01-20-108-002	Olds Ave	943.32
33-01-01-20-130-091	818 Riverview Ave	4,869.29
33-01-01-20-133-061	Olds Ave	1,438.25

33-01-01-20-136-021	Olds Ave	1,887.86
33-01-01-20-477-021	1012 W Barnes Ave	9,949.44
33-01-01-21-253-075	1016 Clear St	14,235.74
33-01-01-21-258-020	1117 S Grand Ave	21,902.83
33-01-01-21-377-111	1616 Coleman Ave	11,048.27
33-01-01-21-379-181	321 W Barnes Ave	14,679.98
33-01-01-21-429-015	1517 Herbert St	9,723.30
33-01-01-21-430-155	1536 Linval St	13,353.16
33-01-01-21-453-025	120 E Barnes Ave	12,007.71
33-01-01-21-456-021	1710 Maplewood Ave	9,902.81
33-01-01-21-457-019	217 E Mt Hope Ave	11,744.93
33-01-01-21-462-043	1729 Herbert St	7,532.66
33-01-01-21-463-064	1813 Herbert St	1,057.99
33-01-01-21-476-080	1620 S Cedar St	8,353.48
33-01-01-21-477-090	541 Isbell St	13,989.67
33-01-01-21-478-080	1604 Bailey St	24,887.61
33-01-01-21-480-055	535 Norman	7,090.67
33-01-01-21-483-130	548 Norman St	6,497.23
33-01-01-22-107-022	921 Raider St	5,161.01
33-01-01-22-107-191	1014 S Pennsylvania Ave	15,087.88
33-01-01-22-207-151	1032 McCullough St	20,529.60
33-01-01-22-231-131	Regent St	5,782.07
33-01-01-22-251-231	1112 Bensch St	13,448.25
33-01-01-22-253-131	1140 McCullough St	3,921.17
33-01-01-22-277-071	1135 Shepard	8,158.00
33-01-01-22-279-062	Regent St	641.49
33-01-01-22-279-081	Regent St	762.81
33-01-01-22-281-061	1225 Allen St	5,119.48
33-01-01-22-301-041	715 Beulah St	3,051.69
33-01-01-22-301-151	823 Beulah St	15,721.00
33-01-01-22-353-171	1725 Donora St	7,793.47
33-01-01-22-354-051	1715 Bailey	14,035.05
33-01-01-23-105-052	725 S Hayford Ave	6,793.51
33-01-01-23-105-061	729 S Hayford Ave	4,614.60
33-01-01-27-137-141	2112 Clifton Ave	8,640.97
33-01-01-27-153-001	904 Pacific Ave	3,737.95
33-01-01-27-155-158	842 Edison Ave	11,057.25
33-01-01-27-155-211	816 Edison Ave	4,484.00
33-01-01-28-101-131	713 W Mt Hope Ave	8,893.62
33-01-01-28-109-031	2211 Beal	9,871.82
33-01-01-28-254-001	110 Lincoln Ave	11,340.66
33-01-01-28-280-171	530 Pacific Ave	6,370.58
33-01-01-28-334-031	218 Astor Ave	11,098.33
33-01-01-28-335-131	320 W Hodge Ave	3,939.28
33-01-01-28-377-211	109 W Hodge Ave	11,799.23
33-01-01-28-405-061	205 Paris Ave	3,505.42
33-01-01-28-405-441	210 Denver Ave	7,405.29
33-01-01-28-431-032	533 Denver Ave	15,211.11
33-01-01-28-435-211	Paris Ave	1,174.55
33-01-01-29-201-251	1409 W Mt Hope Ave	13,384.76

33-01-01-29-232-141	2212 Stirling Ave	12,559.16
33-01-01-29-232-181	1005 Poxson Ave	12,902.71
33-01-01-29-426-071	1008 Dunlap St	2,810.12
33-01-01-30-401-101	3000 Fauna Ave	12,637.24
33-01-01-32-151-171	1930 Hillcrest St	9,895.51
33-01-01-32-201-223	3512 S M L King Jr Blvd	234,354.27
33-01-01-32-303-051	Reo Rd	1,610.89
33-01-01-32-353-041	Hughes Rd	2,013.07
33-01-01-32-376-211	4915 Christiansen Rd	3,387.45
33-01-01-32-402-101	1206 Reo Rd	8,008.67
33-01-01-32-477-091	1012 Belaire Ave	8,750.24
33-01-01-33-103-201	3504 Harold	12,700.19
33-01-01-33-151-181	3712 Lowcraft Ave	5,364.68
33-01-01-33-202-021	207 Rita Ave	7,034.37
33-01-01-33-404-051	111 E Potter Ave	8,816.23
33-01-01-33-428-121	543 Samantha St	3,530.35
33-01-01-34-227-241	3516 Aurelius Rd	8,594.64
33-01-05-05-151-045	No Street Frontage	1,706.66
33-01-05-05-151-068	No Street Frontage	1,167.22
33-01-05-05-151-094	Moffitt St	3,002.19
33-01-05-05-151-128	Pleasant Grove Rd	10,868.01
33-01-05-05-151-140	Hughes Rd	5,678.38
33-01-05-05-151-149	Hughes Rd	5,592.72
33-01-05-05-377-171	6042 Valencia Blvd	6,833.19
33-01-05-05-427-131	900 Brad St	8,851.31
33-01-05-05-431-131	936 W Miller Rd	6,299.06
33-01-05-06-379-022	W Miller Rd	1,459.01
33-01-05-06-379-050	No Street Frontage	969.64
33-01-05-06-379-059	W Miller Rd	994.57
33-01-05-08-204-121	6240 Shreve St	7,326.37
33-01-05-08-208-014	Daft St	3,221.13
33-01-05-08-208-017	No Street Frontage	656.77
33-01-05-08-226-031	Southfield Ave	747.13
33-01-05-09-326-285	Sawyer Rd	1,963.66
33-02-02-06-177-010	6286 Towar	4,073.83
33-02-02-21-104-001	Small Acres	4,883.76
33-02-02-25-229-006	Grand River Ave	13,106.89
33-02-02-33-251-033	Okemos	3,450.95
33-03-03-01-200-002	2264 Milton Rd	6,114.25
33-04-04-13-300-012	5123 Bell Oak Rd	4,529.81
33-06-06-31-101-003	960 N College Rd	3,799.90
33-08-08-06-176-003	2480 E Grand River Ave	4,068.50
33-09-09-26-351-005	1963 S Aurelius Rd	6,100.12
33-09-09-32-200-014	W Barnes Rd	967.33
33-11-11-12-300-002	Osborne Rd	2,948.04
33-13-13-17-378-002	5770 Wall St	3,820.56
33-14-14-20-300-012	2864 Bellevue	13,444.42
33-15-15-10-400-032	Haynes Rd	1,981.85
33-16-16-12-200-011	Kane Rd	2,731.51
33-16-16-36-100-009	Shepper Rd	889.14

33-17-14-21-452-008	208 E Race	6,835.20
33-17-14-28-102-008	110 S Sherman	11,230.56
33-17-14-28-132-004	207 Elm	8,897.66
33-18-03-35-376-026	708 Williams	11,007.14
33-18-03-35-476-031	122 W Grand River Ave	15,048.77
33-19-10-05-458-001	N Lansing	1,248.35
33-19-10-08-352-210	Carom Garage 10	906.47
33-19-10-08-428-004	848 S Jefferson	12,572.13
33-19-10-09-400-006	E Ash St	188,668.88
33-19-10-09-400-009	E Ash St	292,845.28
33-20-01-01-404-009	603 W Lake Lansing Rd	8,512.64
33-20-01-12-310-010	W Saginaw St	1,091.23
33-20-02-18-218-022	Stoddard Ave	741.15
33-21-01-18-127-034	503 N Deerfield	3,947.93
33-21-01-18-202-021	527 N Catherine St	3,866.71
33-21-01-18-202-022	527 N Catherine St	1,059.30
33-21-01-18-202-026	511 N Catherine St	1,001.32
33-21-01-18-203-022	609 N Grace St	6,445.13
33-21-01-18-203-025	529 N Grace St	6,725.07
33-21-01-18-206-008	320 Brynford St	5,353.95
33-21-01-18-427-024	2516 W Washtenaw St	5,880.60
33-21-01-18-429-011	215 Hungerford St	1,386.04
33-21-01-18-429-013	215 Hungerford St	1,386.04
33-21-01-18-476-008	417 S Alger St	2,004.64
33-21-01-18-479-003	2400 W St Joseph St	157,799.57
33-21-01-18-479-004	2400 W St Joseph St	39,100.34
33-21-01-19-201-006	2907 W St Joseph St	53,390.99
33-21-01-19-228-006	2547 W Main St	44,546.70
33-25-05-11-358-018	Beryl St	1,036.07
33-25-05-11-376-010	Willoughby Rd	664.46
33-25-05-15-377-002	2034 Wyndham Hills Dr	3,967.29
33-25-05-15-377-003	2036 Wyndham Hills Dr	3,967.29
33-25-05-23-101-029	Elm St	771.76

3,301,999.49

MEMORANDUM

TO: County Services and Finance Committees
FROM: Carol A. Carlson, Interim Executive Director, Ingham County Fairgrounds
RE: Resolution to Rebuild the Two South End Horse Show Arenas
DATE: June 14, 2011

The Fair Board passed a resolution to rebuild the two south end horse show arenas, commonly known as the 4-H show arenas.

The existing surface needs to be removed and new product needs to be purchased to refill the existing space. This will require extensive excavating and compacting.

Excavating and finishing is estimated to be approximately \$6,000, and the product is estimated to be about \$9,000. We are requesting a contingency amount of \$5,000; there is a possible drainage issue that might add some to the cost and estimates are unknown at this time.

The resolution passed by the board was to authorize a capital improvement project to rebuild the 4-H horse arenas at a total cost not to exceed \$20,000.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO REBUILD THE TWO SOUTH END HORSE SHOW ARENAS AT THE
INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the existing surface at the two south end horse show arenas at the Ingham County Fairgrounds needs to be removed and new product needs to be purchased to refill the existing space; and

WHEREAS, the Horse Show Committee gathered cost estimates for the project; and

WHEREAS, the Ingham County Fair Board passed a resolution to rebuild the two south end horse show arenas, commonly known as the 4-H show arenas; and

WHEREAS, it is estimated the excavating and finishing work will be completed at a cost not to exceed \$6,000; and

WHEREAS, it is estimated that the product to refill the arenas will be purchased in an amount not to exceed \$9,000; and

WHEREAS, the total cost of the project is not to exceed \$20,000 and sufficient funds exist in the Fair Budget.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a project to rebuild the 4-H horse arenas for \$15,000, with a contingency amount of \$5,000, for a total cost not to exceed \$20,000.

BE IT FURTHER RESOLVED, after a proper bid process has been conducted according to County policies, contracts are authorized with the appropriate vendors as determined by the Controller/Administrator.

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

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

MEMO

DATE: June 1, 2011

TO: County Services and Finance Committees

FROM: Willis Bennett, Director

RE: Resolution a Contract with Sc Environmental Services for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit

This resolution authorizes a contract with Sc Environmental Services in the amount of \$40,000 for the demolition of the Rocky Mountain Big Horn Sheep Exhibit at the Potter Park Zoo. In 2010 C2AE conducted a structural analysis of the exhibit. It was determined the exhibit was no longer safe to be used and extensive repairs would be needed to make it safe. Because extensive repairs are required to make the exhibit safe and the Rocky Mountain Big Horn Sheep exhibit does not fit in Zoo's 2010 Master Plan a recommendation to demolish the exhibit has been made by Zoo staff.

The Purchasing Department recommends the proposal submitted by Sc Environmental Services of Lansing in the amount of \$36,640 be accepted. The Facilities Department is requesting a contingency amount of \$3,360 be added to the total project cost to cover any unforeseen issues such as the removal of contaminated soil for a total project cost of \$40,000.

\$23,550 is available for this project in the approved Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep Update) and would need to be transferred to line item 258-69200-931100-1110Z (Rocky Mountain Big Horn Sheep Demo). The remaining amount of \$16,450 would be transferred from the Potter Park Zoo Contingency line item 258-69200-9692200 to 258-69200-931100-1110Z the Rocky Mountain Big Horn Sheep Demo line item.

All monies are available within the Potter Park Zoo Millage Fund.

This resolution will run concurrently with the Zoo Board and the Parks & Recreation Commission June meetings.

This project is should be completed by October of 2011.

MEMORANDUM

TO: County Service and Finance Committees
 FROM: Jim Hudgins, Director, Purchasing Department
 DATE: June 1, 2011
 SUBJECT: Bighorn Sheep Demolition Proposal Summary

Project Description:

This project sought written sealed bids from experienced and licensed firms for the purpose of demolishing the Bighorn Sheep Exhibit at Potter Park Zoo. Included in the scope of work is to remove any unsatisfactory soil, including trash and debris, as determined by the County’s Consultant, and legally dispose of in an EPA-approved landfill acceptable to authorities having jurisdiction. The County will receive a written manifest of any unsatisfactory materials hauled away.

This project requires that the Contractor comply with the County’s Prevailing Wage Policy.

Proposal Summary:

Vendors contacted: 13 Local: 5
 Vendors responding: 5 Local: 4

Company	Base Bid	Cu. Yd. Cost to Remove Soil	Local
SC Environmental Services	\$36,640	\$39.60	Y – Lansing
Laux Construction	\$49,990	\$22.00	Y – Dansville
Homrich Inc.	\$64,000	\$23.00	N – Carleton
Moore Trospen	\$77,800	\$32.00	Y – Holt
Irish Construction	\$148,700	\$22.47	Y – Webberville

Recommendation:

The Evaluation Committee recommends awarding a contract to SC Environmental Services in an amount not to exceed \$40,000, which includes \$3,360 in contingency for removing unsatisfactory soil if deemed necessary by the County’s Consultant, C2AE.

In addition to submitting the lowest bid, SC Environmental Services is bonded, insured, has a valid Building Wrecker License from the City of Lansing, and a license from the SOM – Department of Labor and Economic Growth for asbestos abatement.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH Sc ENVIRONMENTAL SERVICES FOR THE DEMOLITION OF THE ROCKY MOUNTAIN BIG HORN SHEEP EXHIBIT

WHEREAS, in 2010 C2AE conducted a structural analysis of the Rocky Mountain Big Horn Sheep Exhibit at the Potter Park Zoo that showed the Exhibit was no longer safe to be used and extensive repairs would be needed to make it safe; and

WHEREAS, because extensive repairs would be required to make the exhibit safe and the Rocky Mountain Big Horn Sheep exhibit does not fit in the Zoo's 2010 Master Plan, a recommendation to demolish the exhibit has been made by Potter Park Zoo staff; and

WHEREAS, the Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing, Facilities, and Parks Departments, and all Departments were in agreement that the low bidder met all specifications and requirements; and

WHEREAS, the Purchasing Department recommends the proposal submitted by Sc Environmental Services of Lansing, Michigan in the amount of \$36,640 be accepted and that a contingency amount of \$3,360 be added to the total project cost to cover any unforeseen issues such as the removal of contaminated soil; and

WHEREAS, \$23,550 is available for this project in the approved Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep update) and the remaining funds, \$16,450, would be transferred from the Potter Park Zoo Contingency line item 258-69200-969220 to 258-69200-931100-1110Z, Rocky Mountain Big Horn Sheep Demo; and

WHEREAS, the Zoo Board and Parks and Recreation Commission supported this project with the passage of resolutions at their June meetings.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract for the demolition of the Rocky Mountain Big Horn Sheep Exhibit in an amount not to exceed \$40,000 with Sc Environmental Services of Lansing, Michigan.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the transfer of \$23,550 from the Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep Update) to line item 258-69200-931100-1110Z (Rocky Mountain Big Horn Sheep Demo).

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the transfer of \$16,450 from the Potter Park Zoo Millage Contingency line item 258-69200-969220 to 258-69200-931100-1110Z Rocky Mountain Big Horn Sheep Demo.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds within the Potter Park Zoo Budget.

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

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with the Resolution after approval as to form by the County Attorney.

City Draft #2
May 18, 2011

NOT FINALIZED BY COUNTY ATTORNEY

AGREEMENT
BETWEEN THE CITY OF LANSING
AND THE
COUNTY OF INGHAM
FOR MAINTENANCE OF CITY PARKS

THIS AGREEMENT (hereinafter, the “Agreement”), made this ____ day of ____, 2011, by and between the **CITY OF LANSING**, a Michigan municipal corporation, 124 West Michigan Avenue, Lansing, Michigan 48933 (hereinafter, “City”), and the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan, acting on behalf of the **INGHAM COUNTY PARKS DEPARTMENT**, 121 East Maple Street, Suite 102, Mason, Michigan 48854 (hereinafter, “County”) as follows:

The **CITY OF LANSING** and the **COUNTY OF INGHAM** hereby agree to the following terms and conditions:

1. TERM

The term of this Agreement shall commence on the date of its execution and end one (1) year from the date of execution of this Agreement and shall be subject to renewal for additional terms, each additional term not to exceed one (1) year. Any such renewal shall be in writing executed prior to expiration of the current term by the duly authorized representative of each party.

2. CITY PARKS COVERED BY THIS AGREEMENT

A. Parks that are 5 acres or less:

Barb Dean	Bassett	Bluebell
Everett	Glen Eden	Hillsdale
Holly	Horsebrook	Jones Lake
Kay North	Marscot	H. Moore
Osborne	Regent	Reutter
Seventh	Stabler	Tammany
Walsh	Waldo	Caesar Donora
Greencroft	Parcel B	Hull Court
Wilson		

B. Parks along the River Trail:

Dietrich	Edmore	Dodge
Burchard-East	Burchard-West,	Wentworth
Cherry Hill	Kalamazoo Plaza	Cooley
Scott Center	Crego	Trager
Elm	River Point	Maguire

C. **Lansing River Trail:**

Ingham County will provide mowing and litter control along the Lansing River Trail from Dietrich Park (northern most park) to Maguire Park at the southern end of the trail.

3. MAINTENANCE SCHEDULE

At the beginning of the mowing season, Ingham County Parks will submit for the City's approval a basic maintenance schedule. The City shall, if necessary, make changes to the maintenance schedule to conform to the City's needs.

The 2011 mowing season will start on July 1, 2011 and continue through October 31, 2011. For those parks 5 acres or less, mowing shall be performed on a 12 calendar day rotation. For those parks along the Lansing River Trail, mowing shall be performed on a weekly basis. When the maintenance schedule is disrupted by inclement weather, Sunday mowing may be permitted upon approval by the City.

If inclement weather prevents the County from performing any of its responsibilities on schedule, it shall recalibrate its equipment and double cut each area, if needed, during the following week.

4. SCOPE OF WORK

All work shall be performed in a professional, courteous, workmanlike manner using quality equipment and materials, all of which must be maintained and operated with the highest standard as well as meeting all OSHA and MIOSHA Safety Standards.

A. Mowing:

All mowing shall be performed in such a manner that grass clippings left on the turf will readily decay. Mowing height shall be 2-1/4 to 2-1/2 inches for general turf areas. Mower adjustment is to be made and measured on a flat surface.

The County may at times be required to pick up grass clippings at the request of the City. The pick up of grass clippings will be needed if the clippings are determined to creating a poor appearance or damaging the grass.

Mowing of the indicated parks shall include all lawn areas contained within City property. Park boundaries and mowing boundaries shall be clarified when necessary.

B. Trimming

The County shall trim vegetation from around all obstacles (fences, signs, posts, curbs, sidewalks, etc.) within the designated mowing area in order to present a neat and attractive appearance. This grass shall be trimmed to the same height as the other open areas of lawn. The trimming shall be as close to an obstacle as possible.

C. Litter and Trash Removal

The County shall be responsible for the removal of all litter and debris on the lawn of the all indicated City Parks and along the Lansing River Trail. The litter control operation shall be completed prior to the mowing operation.

Trash barrels in the parks and along the Lansing River Trail will be emptied on a daily basis. Waste bag replacement is required for each receptacle.

- C: Other services shall include:
 - b. Removal of branches and leaves on trails;
 - c. Snow removal;
 - d. Signs installed by Ingham County; and
 - e. Graffiti removal.

- J. It shall be the County's obligation to ensure that turf areas, shrubs, trees, equipment, etc., be protected from damage caused by the use of mowers and weed whips. Any injury or damage shall be given remedial or corrective treatment approved by the City. The City shall be notified immediately of damage incurred.

5. HOURS OF OPERATION.

The maintenance schedule shall be performed Monday through Saturday and in accordance with Section 3, Paragraph 2. All scheduled mowing operations shall only be performed between the hours of 7:00 AM and 5:00 PM.

6. BOUNDARIES.

Attached are maps of each park with the areas for mowing highlighted.

7. SPRING CLEAN-UP

Prior to the first mowing of the spring, each park will receive a thorough clean up which includes the removal of all litter, leaves and tree branches.

8. SNOW REMOVAL

The County will comply with the existing Snow Removal Ordinance regarding sidewalks.

9. PAYMENT

In consideration of the above services rendered, the City agrees to pay the County a sum not to exceed Two Hundred and Thirty Six Thousand and 00/100 (\$236,000.00) Dollars. Payments will be made on a monthly basis and within thirty (30) days of receipt invoice of services rendered by Ingham County Parks for that month.

10. REPORTS

The County will submit to the City a monthly report detailing the mowing frequency of each park, litter control activity and other maintenance activity that has occurred. This report is expected to be attached to the monthly invoice for payment.

11. POLICE.

Any police agency having jurisdiction over City Parks may patrol the premises at any time.

12. INSURANCE AND LIABILITY.

- A. The County, during the duration of this Agreement, shall maintain liability insurance in the form of a self insurance program through the Michigan Municipal Risk Management Authority (MMRMA), which covers such liability as County may incur during maintenance and operation of the parks listed

and Lansing River Trail.

- B. The City shall be responsible for maintaining its own insurance covering liability it may incur arising from the activities of its officers, employees and agents or from its ownership of the parks listed and Lansing River Trail.
- C. The City shall obtain and maintain adequate insurance covering damage to the parks listed and Lansing River Trail caused by fire, acts of God including but not limited to wind or flooding or by vandalism.
- D. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the County in the performance of this Agreement shall be the responsibility of the County, and not the responsibility of the City, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of the County, any subcontractor, anyone directly or indirectly employed by the County, or any appointed or elected officer, employee, or agent of County provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the County or its officers, employees, or agents by statute or court decisions.
- E. All liability to third parties, loss or damage as a result of claims, demands, costs or judgments arising out of activities to be carried out by the City in the performance of this Agreement shall be the responsibility of the City, and not the responsibility of the County, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any City, or any elected or appointed officer, employee or agent of City, provided that nothing herein shall be construed as a waiver of any governmental immunity by the City or its officers, employees, or agents as provided by statute or court decisions.
- F. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the City in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the City in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the County, the City or their officers, employees, or agents, respectively, as provided by statute or court decisions.

13. TERMINATION OF AGREEMENT.

The parties understand that the listed parks and Lansing River Trail are owned by the City as dedicated parkland. The City and County retain the right, at its respective sole and unreviewable discretion, to cancel this Agreement upon thirty (30) days written notice to the other.

14. NONDISCRIMINATION.

The County agrees that it will not exclude anyone from participation in any of its events or deny anyone the benefits of its use or otherwise subject anyone to discrimination because of the person's race, religion, sex, sexual orientation, gender identity, age, color, national origin, disability, height, weight, or marital status.

15. APPLICABLE LAW/COMPLIANCE WITH THE LAW.

This Agreement shall be construed under and in accordance with the laws of the State of Michigan and all obligations of the parties created hereunder are to be performed in Ingham County, State of Michigan. County agrees to comply with all federal, state and local laws. County will comply with the terms of any grant to which the Premises is subject.

16. COMPLETE AGREEMENT.

This Agreement constitutes the sole and only agreement of the parties, and supersedes any prior understanding or written or oral agreement between the parties respecting the within subject matter.

17. AMENDMENTS.

No amendment, modification or alteration of the terms contained in this Agreement shall be binding unless the same are in writing, dated subsequent to the dates hereof, and duly executed by the authorized representatives of the parties to this Agreement.

16. WAIVERS.

No waiver by the parties of any default or breach of any term, condition or covenant of this Agreement shall be deemed to be a waiver of any other breach of the same or any other term, conditions or covenant.

17. NOTICE OF DAMAGE OR LOSS TO PREMISES.

County shall give immediate notice to the City of any fire, theft, damage, or accident on the Premises of which it becomes aware.

18. ASSIGNMENTS.

This Agreement may not be assigned by either the City or County to a third party without the prior written mutual consent of both parties executed by their authorized representatives.

19. BINDING EFFECT OF AGREEMENT.

This Agreement shall be binding upon, and the benefits shall inure to, the successors, representatives, and assigns of the parties.

20. TIME BEING OF THE ESSENCE.

Time is of the essence in all the provisions of this Agreement.

21. CONSTRUCTION.

This Agreement shall be construed to have been drafted by both parties to this Agreement.

22. DISREGARDING SECTION TITLES.

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

23. INVALID PROVISIONS.

If any section, clause or provision of this Agreement is rendered invalid, or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that section, clause or provision shall be null and void and to be considered deleted, and the remainder of this Agreement shall not be affected thereby. Where the deletion of the unenforceable or invalid section, clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid or unenforceable.

24. NOTICES.

All notices under this Agreement shall be in writing and be sent by certified mail addressed to the respective party at the address indicated below or at such other address as the parties shall designate in writing. A change in address may be effected by a certified letter sent by either party to the other.

If to City:

Director of Lansing Parks and Recreation
124W. Michigan Ave.
City Hall, 8th Floor
Lansing, MI 48933

With copy to

Lansing City Attorney
124W. Michigan Ave.
City Hall, 5th Floor
Lansing, MI 48933

If to County:

Director of Ingham County Parks Department
121 E. Maple St., Suite 102
Mason, MI 48854

With a copy to:

Bob Townsend
Cohl, Stoker, Toskey & McGlinchey, P. C.
601 N. Capitol Ave.
Lansing, MI 48933

and

Ingham County Controller
Ingham County Controller's Office
Ingham County Courthouse
Mason, MI 48854

25. CERTIFICATION OF AUTHORITY TO SIGN THIS AGREEMENT.

The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties have signed and executed this Agreement to be effective as of the date executed.

COUNTY OF INGHAM

Debbie De Leon
Chairperson
Ingham County Board of Commissioners

Mike Bryanton
Ingham County Clerk

Approved as to form only
For County of Ingham
Cohl, Stoker, Toskey & McGlinchey, P.C.

Robert D. Townsend
County Attorney

CITY OF LANSING

Virg Bernero
Mayor

I hereby certify that funds are available
In account No, _____

City Controller

Approved as to form only
For City of Lansing

Brigham C. Smith
City Attorney

Introduced by the County Services and Finance Committees

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF LANSING AND THE COUNTY OF INGHAM FOR MAINTENANCE OF CERTAIN CITY PARKS

WHEREAS, the City of Lansing has approached the Ingham County Parks Department about the possibility of providing certain maintenance services for 25 city parks that are 5 acres or less and all parks along the River Trail; and

WHEREAS, the Ingham County Parks Department provided the City of Lansing with a proposal; and

WHEREAS, the City of Lansing has accepted the proposal and their 2011-12 adopted budget assumes that they will contract with the County for these maintenance services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the City of Lansing to provide maintenance services in 25 city parks that are 5 acres or less and all parks along the River Trail.

BE IT FURTHER RESOLVED, that the contract shall commence on July 1, 2011 and end June 30, 2012, and shall be subject to renewal for additional one year terms that are renewed in writing and executed prior to the expiration of the current term.

BE IT FURTHER RESOLVED, that for the first year of the contract the County shall be compensated in the amount of \$236,000, which includes reimbursement for direct costs and administrative overhead costs.

BE IT FURTHER RESOLVED, that the compensation amount after the first year shall be subject to mutual agreement during the renewal process.

BE IT FURTHER RESOLVED, that the contract shall specify that the agreement may be cancelled by either party upon thirty (30) days written notice.

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

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

TO: County Services and Finance Committees
FROM: Jill Rhode, Director of Financial Services
RE: Auditor Selection
DATE: May 20, 2011

The last year of our current contract with Rehmann Robson for audit services is 2010. We have been using Rehmann Robson service since 1994. In 2006, we bid for audit services and changed firms. We selected a smaller firm and were universally unhappy with the service we received. This was before my employment with the County, but I have reviewed the 2006 financial statements and agree that it was a substandard product. This was confirmed by the large number of comments we received from GFOA regarding the 12/31/06 CAFR.

After this experience, it was decided to return to Rehmann Robson for the remaining four years of the contract. They have conducted these audits and we have been pleased with the service we have received.

Governmental auditing is a “niche” market for CPAs and Rehmann is active and well respected in the area. The County is a complex organization due to the large number of funds and the number of component units which need to be combined into our financial report (Road Commission, Housing Commission, Drain Commission, Land Bank, Brownfield, and Medical Care Facility.) In addition, the large number and amount of federal grants increases the complexity regarding our audit. The County’s Single Audit report and the resulting compliance testing is of utmost importance since it insures we are in a position to continue to apply for and receive funding. We need a firm familiar with all areas of federal programs.

We do not currently have a “cozy” relation with our audit team. While we like them and appreciate their assistance, we often disagree on issues but can always come to a mutual understanding.

I have discussed the continuation of the current contract with the partner in charge of our engagement and he has agreed to continue for the next three years for the same cost as the 2010 service. I recommend we engage Rehmann to conduct the audit for 2011, 2012 and 2013.

If we choose to bid this service, we will have two options. The first is to engage a smaller firm which I believe the 2006 experience shows will not work. The second is to engage a larger firm which will cost substantially more money. This is what we discovered when we bid in 2006 and the situation has not changed.

Generally accepted accounting principles will require a major change to the manner Fund Balance and Special Revenue Funds are reported on our 2011 financial statements. I believe we need someone who understands our operations to assist us in implementing this change. In addition, we have several management comments during the 2010 audit which will be corrected in 2011. I think it is in our best interest to continue with the current auditors who understand these issues and will appreciate the changes we are making to improve our operations.

I have been questioned about the long term relationship with the Auditors and how can we can be certain that they are doing everything correctly. Auditing firms are required to have a periodic “peer review” conducted. This is basically an audit of the auditors. Rehmann goes through this process and has always received favorable results.

Again, I recommend we continue the audit engagement with Rehmann for the next three years. If you have any questions or wish to discuss, please let me know.

Audit Cost
Cost Proposal for 2012, 2013, 2014

	County
Base	\$ 52,440.00
Single Audit	7,060.00 ***
CAFR Preparation	5,000.00
Drain	6,875.00
Total - County	\$ 71,375.00

*** This fee assumes five major programs. If the number increases, there will be an additional fee of \$5,000 for every three additional major programs.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE REHMANN ROBSON TO CONDUCT AN AUDIT OF
INGHAM COUNTY FOR 2011, 2012 AND 2013**

WHEREAS, Ingham County currently uses Rehmann Robson Certified Public Accountants to conduct its annual audit; and

WHEREAS, Rehmann Robson has agreed to conduct this audit for the years ended December 31, 2011, 2012 and 2013 at the same cost as 2010 which totals \$71,375; and

WHEREAS, the Financial Service Director and the County Controller/Administrator recommend that the County continue with Rehmann Robson.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract with Rehmann Robson to conduct the audit of Ingham County, the Ingham County Drain Commission and the Single Audit for the years ended December 31, 2011, 2012 and 2013.

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

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

Agenda Item 7

TO: County Services Committee

FROM: Becky Bennett
Board Coordinator

DATE: June 14, 2011

RE: Civil War Cannon on Courthouse Lawn

The cannon in front of the Courthouse was donated to the Steel Brothers Grand Army of the Republic Post 441 in Mason. This cannon is one of 22 that were donated by the U.S. Government to veteran and patriotic organizations across Michigan in the late 1800's and early 1900's.

In 2007, the Historical Commission arranged to have the cannon restored due to deterioration. At that time the foundation was also replaced to make the cannon safer and more secure since numerous children climb on the cannon on a daily basis. The previous foundation has been in storage since the restoration. The two-stone foundation was used to hold the cannon in place and was constructed of cut field granite and Bedford stone.

Representatives of the Maple Grove Cemetery located within the City of Mason have expressed an interest in placing the cannon's previous foundation in the Maple Grove Cemetery near their Veteran's Memorial. It is the recommendation of the Historical Commission to donate the foundation to the cemetery for this purpose.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO DONATE FOUNDATION FROM CIVIL WAR CANNON
TO MAPLE GROVE CEMETERY**

WHEREAS, the cannon in front of the Courthouse was donated to the Steel Brothers Grand Army of the Republic Post 441 in Mason; and

WHEREAS, during the Civil War this gun, with its higher projectile weight, was used primarily as a siege weapon in both a fixed and mobile position and was used by both the Union Army and Navy; and

WHEREAS, this particular cannon was cast at the West Point Foundry in New York in March of 1865, of the 391 cannons of this type produced between 1861 and 1865, only 198 survive today; and

WHEREAS, this cannon is one of 22 that were donated by the U.S. Government to veteran and patriotic organizations across Michigan in the late 1800's and early 1900's; and

WHEREAS, in 2007 the cannon was restored and the foundation was replaced to make the cannon safer and more secure, with the old foundation being placed in storage; and

WHEREAS, the officials with the Maple Grove Cemetery located within the City of Mason has expressed an interest in placing the cannon's previous foundation in the Maple Grove Cemetery near their Veterans Memorial; and

WHEREAS, this Historical Commission recommends donating the foundation to the Maple Grove Cemetery.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves donating the previous foundation from the Civil War cannon, which consists of two stones constructed of cut field granite and Bedford stone, to the Maple Grove Cemetery located in the City of Mason with the stipulation that it be displayed near their Veterans Memorial.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION IN SUPPORT OF THE DRAFT CLEAN WATER GUIDANCE ISSUED BY THE ENVIRONMENTAL PROTECTION AGENCY AND CORPS OF ENGINEERS

WHEREAS, in 1972, Congress passed the Clean Water Act to protect all "waters of the United States" for almost 30 years, both the courts and the agencies responsible for administering the Act interpreted it to broadly protect our Nation's waters; and

WHEREAS, the central role the 1972 Clean Water Act has played in maintaining and restoring clean water and healthy watersheds, essential to the Act's success is the fact that, for nearly 30 years, virtually all natural surface waters were recognized as "waters of the United States" and protected from pollution and destruction; and

WHEREAS, unfortunately, the effectiveness of the Act was threatened by Supreme Court decisions in 2001 (*SWANCC*) and 2006 (*Rapanos*) and subsequent agency guidance that have removed or jeopardized Clean Water Act protections for over 20 million wetland acres and an estimated 59% of the stream miles on which our communities depend; and

WHEREAS, the Clean Water Act (CWA) is the cornerstone of surface water quality protection in the United States, due to lost protections, drinking water sources for 117 million Americans is at risk of additional pollution; and

WHEREAS, the Obama Administration has taken an important first step to restore and clarify Clean Water Act protections by releasing Clean Water guidance, which outlines the "waters of the United States" covered by the Act; and

WHEREAS, agency clarification of the "waters of the United States" could resolve many of the problems caused by the Supreme Court decisions, returning America to most of the longstanding protections of the Clean Water Act and restoring clarity and certainty to Clean Water Act implementation, in a manner consistent with current law and longstanding precedent; and

WHEREAS, the Board of Commissioners believes it is vital to protect the health, safety, and welfare of the citizens of Ingham County, and see the importance of protecting clean water and healthy watersheds to ensure clean and safe drinking water supplies and outdoor recreation, and to protect bridges, roads, hospitals, treatment plants, and other critical infrastructure.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby supports the draft clean water guidance issued by the Environmental Protection Agency and the Corps of Engineers on April 27, 2011 and urge the EPA and the Corps of Engineers to promptly finalize the guidance and follow through with all available steps to strengthen the Clean Water Act's legal and scientific foundation in a manner that will provide greater long-term certainty for landowners and protection for streams, wetlands, and other waters.

BE IT FURTHER RESOLVED, that the County Clerk's Office will forward a copy of this resolution to the Environmental Protection Agency.