

INGHAM COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING – 7:30 P.M.  
COMMISSIONERS' ROOM, COURTHOUSE  
MASON, MICHIGAN

**AUGUST 28, 2007**

**AGENDA**

- I. CALL TO ORDER AND ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. TIME FOR MEDITATION
- IV. APPROVAL OF THE MINUTES OF **JULY 24, 2007**
- V. ADDITIONS TO THE AGENDA
- VI. PETITIONS AND COMMUNICATIONS
  1. LETTER FROM THE YOUTH DEVELOPMENT CORPORATION, ANNOUNCING THE **DISSOLUTION OF THE YDC**, EFFECTIVE SEPTEMBER 22, 2007
  2. NOTICE OF PUBLIC HEARING REGARDING AMENDMENTS TO THE **DELHI CHARTER TOWNSHIP MASTER PLAN**
  3. LETTER FROM **REBECCA SCOVILL**, THANKING THE BOARD FOR ITS RESOLUTOIN OF RECOGNITION
  4. LETTER, WITH ATTACHMENTS, FROM THE DEPARTMENT OF STATE REGARDING **APPOINTMENTS** TO THE BOARD OF COUNTY CANVASSERS
  5. RESOLUTION FROM **ALLEGAN COUNTY**, EXPRESSING OPPOSITION TO HOUSE BILL 4780-4788
  6. 2006 ANNUAL REPORT FROM INGHAM COUNTY DEPARTMENT OF VETERANS AFFAIRS (To be distributed at the meeting)
- VII. LIMITED PUBLIC COMMENT
- VIII. CONSIDERATION OF CONSENT AGENDA
- IX. COMMITTEE REPORTS AND RESOLUTIONS

7. COUNTY SERVICES COMMITTEE – RESOLUTION DESIGNATING SEPTEMBER 24, 2007 “FAMILY DAY – A DAY TO EAT DINNER WITH YOUR CHILDREN” IN INGHAM COUNTY
8. COUNTY SERVICES COMMITTEE – RESOLUTION DESIGNATING OCTOBER 15, 2007 AS “NATIONAL LATINO AIDS AWARENESS DAY” IN INGHAM COUNTY
9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AWARDING A CONTRACT TO MCDONALD ROOFING & SHEET METAL COMPANY, INC. FOR PARTIAL ROOF REPLACEMENT AT THE INGHAM COUNTY MASON COURTHOUSE
10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION ESTABLISHING A FAST RACK PERMIT REVIEW SYSTEM IN THE DRAIN COMMISSIONER’S OFFICE AND SETTING FEES FOR THE SYSTEM
11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION
12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO PROVIDE FUNDING FOR MORTGAGE FORECLOSURE PREVENTION
13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING THE ESTABLISHMENT OF THE BROWNFIELD COORDINATOR POSITION
14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AWARDING A CONTRACT TO MYERS PLUMBING & HEATING, INC. TO PROVIDE HVAC WORK AT BOTH THE INGHAM COUNTY SHERIFF’S OFFICE AND THE INGHAM COUNTY DRAIN COMMISSIONER’S OFFICE
15. COUNTY SERVICES COMMITTEE - RESOLUTION TO PURSUE AN AGREEMENT WITH THE CITY OF LANSING FOR THE MAINTENANCE AND OPERATION OF SCOTT WOODS PARK
16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION ESTABLISHING A NEW CLASSIFICATION (PARK MANAGER III), AND RECLASSIFYING THE PARK DIRECTOR POSITION
17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING NEW SIGNAGE FOR THE POTTER PARK ZOO TO BE LOCATED ON PENNSYLVANIA AVENUE

18. FINANCE COMMITTEE – RESOLUTION AMENDING THE [2007 BUDGET](#)
19. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING PAT [LAMISON](#)
20. HUMAN SERVICES COMMITTEE – RESOLUTION TO ADOPT AMENDMENTS TO THE [INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS](#)
21. HUMAN SERVICES COMMITTEE – RESOLUTION APPROVING TRI-COUNTY OFFICE ON AGING’S [ANNUAL IMPLEMENTATION PLAN](#) FOR FISCAL YEAR 2008
22. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING A CONTINGENCY APPROPRIATION TO THE [DEPARTMENT OF HUMAN SERVICES](#) 2006-07 CHILD CARE FUND BUDGET
23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2006-2007 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING AGREEMENT WITH THE MICHIGAN DEPARTMENT OF [COMMUNITY HEALTH](#)
24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AMENDMENTS TO [LEASE AGREEMENT](#) WITH JWJ COMPANY, LLC
25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA COMMUNITY SERVICES TO SERVE [EARLY HEAD START](#) CHILDREN THROUGH THE JUMP START PROGRAM
26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CHILD CARE TRAINING AGREEMENT WITH THE MICHIGAN [4C ASSOCIATION](#) FOR FISCAL YEAR 2008
27. JUDICIARY, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING ESTABLISHMENT OF THE SAMUEL E. [INGHAM ACADEMY PILOT PROGRAM](#) FOR JUVENILES UNDER THE JURISDICTION OF THE COURT
28. LAW ENFORCEMENT AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING CONTRACT AMENDMENTS WITH LANSING AND EAST LANSING FOR [911 CENTER 2007/08 OPERATIONS](#)

29. LAW ENFORCEMENT, COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ESTABLISH A HALF-TIME SYSTEM ADMINISTRATOR POSITION FOR THE **INGHAM COUNTY PUBLIC SAFETY RADIO SYSTEM**
- X. SPECIAL ORDERS OF THE DAY
- XI. PUBLIC COMMENT
- XII. COMMISSIONER ANNOUNCEMENTS
- XIII. CONSIDERATION AND ALLOWANCE OF CLAIMS
- XIV. ADJOURNMENT

THE COUNTY OF INGHAM WILL PROVIDE NECESSARY AND REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS INTERPRETERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETINGS 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, 517-676-7200.

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

**JULY 24, 2007 REGULAR MEETING**

Board of Commissioners Rooms- Courthouse  
Mason -7:30 p.m.  
July 24, 2007

**CALL TO ORDER:**

The July 24, 2007 meeting of the Ingham County Board of Commissioners was called to order by Chairperson Thomas at 7:41 p.m. Roll was called and all Commissioners were present, except Commissioner Bahar-Cook.

**PLEDGE OF ALLEGIANCE:**

Tom Krug and Brad St. Aubin, from the Fraternal Order of Police, led the Board in the Pledge of Allegiance and a few moments of silence were observed for meditation.

**APPROVAL OF THE MINUTES:**

Moved by Commissioner Nolan, supported by Commissioner Grebner to approve the Minutes of the June 26, 2007 meeting, as submitted. Motion carried unanimously. Absent: Commissioner Bahar-Cook

**ADDITIONS TO THE AGENDA:**

Chairperson Thomas reported that agenda item 21 – Resolution to Adopt Amendments to the Ingham Community Health Center Board Bylaws, had been pulled from the agenda.

Chairperson Thomas reported that there would be a substitute for agenda item 17 – Resolution Authorizing a Contract with DBI Office Interiors for Desktop Delivery of Paper and Office Supplies. This was accepted by the body without objection.

Chairperson Thomas reported that there would be a substitute for agenda item 19 – Resolution Authorizing the Transfer of the Department of Natural Resources Grant Obligations for Potter Park from the City of Lansing to the County of Ingham. This was accepted by the body without objection.

Chairperson Thomas requested the addition of a late resolution introduced by Commissioners De Leon and Celentino – Resolution Approving a Brownfield Plan for Redevelopment of Ingham County Land Bank Fast Track Authority Properties in Accordance with the Brownfield Redevelopment Financing Act. The Board voted unanimously to add the resolution as agenda item 34.

**PETITIONS AND COMMUNICATIONS:**

Ingham County Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2006. Referred to the Finance Committee.

Letter from Donald Cuthbert, Chief Project Engineer for Eastwood, LLC, requesting a refund of the Soil and Sedimentation Permit Application Fee. Referred to the County Services Committee.

Letter from Delhi Charter Township's Planning Commission forwarding a draft of Proposed Amendments to the Delhi Township Master Plan. Referred to the County Services Committee.

Letter from McCartney & Company, forwarding the Annual Accounting for the Ingham County 9-1-1 Service District. Referred to the Law Enforcement Committee.

Mid-South Substance Abuse Commission Audit Report as of September 30, 2006. Accepted and placed on file.

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Notice of Intent to Plan from Delhi Charter Township, regarding Draft Amendments to the Delhi Township Master Plan. Referred to the County Services Committee.

Letter from the City of Leslie announcing a Public Hearing regarding an Industrial Facilities Exemption Certificate for Len Industries, Inc. Referred to the Finance Committee.

Letter from the Lansing Economic Development Corporation announcing a Public Hearing regarding the approval of a Brownfield Plan for C&M Walker, LLC -- Melody Farm. Referred to the Finance Committee.

Resolution from Antrim County expressing opposition to reductions in P.A. 2 appropriations to counties. Received and placed on file.

Resolution from Antrim County expressing opposition to legislation that would remove tax collection, assessing, and/or elections functions from townships. Referred to the County Services Committee.

Resolution from Livingston County expressing opposition to SB 513 and HB 4837. Received and placed on file.

Letter and Resolution from Citizens for Alternatives to Chemical Contamination regarding pending CAFO legislation. Referred to the Human Services Committee.

**LIMITED PUBLIC COMMENT:**

Pam Klusack, county employee, addressed the Board regarding the fringe benefit package provided to the new zoo hires.

Treasurer Scherzting addressed the Board, and provided a brochure, regarding the number of mortgage foreclosures in Ingham County.

Sally Auer, Chief Steward for the Ingham County Unit of UAW Local 2256, addressed the Board regarding the transfer of City zoo employees to the County.

**PUBLIC HEARING REGARDING THE APPROVAL AND ADOPTION OF A RESOLUTION APPROVING THE BROWNFIELD PLAN FOR THE REDEVELOPMENT OF INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY PROPERTIES WITHIN THE COUNTY OF INGHAM**

Chairperson Thomas opened the floor for public comment at 7:58 p.m.

Treasurer Scherzting addressed the Board to commend them for the land bank fast track authority and the Brownfield Plan.

Commissioner Schor questioned if the 20-year capture of \$3.8 million included all monies or just Ingham County dollars. Treasurer Scherzting responded that figure included all monies, including the schools. Commissioner Schor further questioned how much of that figure would be County dollars. Treasurer Scherzting responded that it would be approximately \$500,000.

Susan Pigg, Administrator of the Brownfield Authority, reported that the plan had been sent to all taxing jurisdictions in the county and no concerns or critiques of the Plan have been received.

There being no further comments, Chairperson Thomas closed the public hearing at 8:03 p.m.

**PRESENTATION OF RESOLUTION TO THE FRATERNAL ORDER OF POLICE:**

Commissioners Copedge and Schafer presented a copy of the previously adopted resolution honoring the Fraternal Order of Police to Thomas Krug and Brad St. Aubin, representing the FOP.

**CONSIDERATION OF CONSENT AGENDA:**

Moved by Commissioner Severino, supported by Commissioner Celentino to adopt a consent agenda consisting of all items except 22, 27, 28 and 34. Motion to adopt a consent agenda carried unanimously. Absent Commissioner Bahar-Cook. Items on the consent agenda were adopted by a unanimous roll call vote. Absent Commissioner Bahar-Cook. Items voted on separately are so noted in the Minutes.

**COMMITTEE REPORTS AND RESOLUTIONS:**

The following resolution was introduced by the County Services Committee:

**RESOLUTION TO CHANGE THE COUNTY’S PURCHASING POLICIES AND PROCEDURES**

**RESOLUTION #07-162**

WHEREAS, the Ingham County Board of Commissioners most recently amended the policies and procedures regarding the purchase of goods and services for County funded departments through Resolution #02-178; and

WHEREAS, the signature of the Chairperson of the Board of Commissioners is required for final approval of all contracts entered into by Ingham County; and

WHEREAS, the Board of Commissioners wishes to change the approval requirements for the Short Form Authorization process for contracts by adding the approval of the Board Chairperson.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #02-178 in accordance with the following:

The maximum dollar amount for which the Short Form Authorization (service contracts) can be used is \$25,000. Approval of the Purchasing Director, Controller, Liaison Chairperson, Finance Chairperson, and the Chairperson of the Board of Commissioners is required. A contract over \$25,000 requires approval by Board Resolution. All contracts must be approved as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services and Finance Committees:

**RESOLUTION AWARDING A CONTRACT TO MODERNISTIC LANSING, LLC  
FOR CARPET CLEANING AT VARIOUS COUNTY FACILITIES**

**RESOLUTION #07-163**

WHEREAS, Ingham County Purchasing solicited “Invitations for Sealed Bids” from qualified and experienced firms for the purpose of providing carpet cleaning and maintenance services at various County facilities; and

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WHEREAS, the payment of said services will be taken from the proper operational budgets located within the 931100 Maintenance Contractual account; and

WHEREAS, both the Facilities and Purchasing Departments concur that a contract be awarded to Modernistic Lansing, LLC to provide carpet cleaning services at various County facilities, for a period of three (3) years with an option to renew for two (2) additional years upon the mutual written consent of both the County and Contractor.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Modernistic Lansing, LLC, 4411 Empire Way, Lansing, MI 48917 to provide carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55<sup>th</sup> District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Youth Center, Willow Clinic, and Well Child Clinic for a total three (3) year cost of \$123,484.00.

BE IT FURTHER RESOLVED, the Board authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services and Finance Committees:

**RESOLUTION AUTHORIZING ADDITIONAL FIRE ALARM IMPROVEMENTS  
AT THE INGHAM COUNTY JAIL WITH SIMPLEXGRINNELL, LP**

**RESOLUTION #07-164**

WHEREAS, it has been recommended that several smoke and heat detectors be added to the fire alarm system at the Ingham County Jail; and

WHEREAS, this decision is the result of a fire that broke out at the Jail recently and the fire alarm system did not recognize it, these additional devices will bring the building protection above and beyond the minimum code requirements; and

WHEREAS, after an on-site fire safety inspection it was deemed mandatory that several pull stations and like devices be added to the fire alarm system; and

WHEREAS, the funds for these additional upgrades are available within the original 2006 Capital Improvement Plan account, Upgrade Fire Alarm System/Jail 245 31199 976000 and have been approved for allocation to 2007; and



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WHEREAS, it is the recommendation of both the Facilities Department and MacMillan Associates, the consulting engineer on this project, that the upgrades are necessary and the prices are reasonable; and

WHEREAS, SimplexGrinnell, LP will perform the additional work for a total cost of \$60,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes SimplexGrinnell, LP, 24755 Halsted Road, Farmington Hills, Michigan 48335-5138 to perform these additional upgrades to the fire alarm system at the Ingham County Jail for a total cost of \$60,000.

BE IT FURTHER RESOLVED, that 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.

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services and Finance Committees:

**RESOLUTION AUTHORIZING THE CONVERSION OF ELECTRICAL SERVICE AT THE HILLIARD BUILDING FROM SECONDARY TO PRIMARY TO BE PERFORMED BY DELTA ELECTRICAL CONTRACTORS OF LANSING, INC.**

**RESOLUTION #07-165**

WHEREAS, the Purchasing Department has solicited sealed bids from experienced and qualified electrical contractors to convert the electrical service at the Hilliard Building from secondary to primary; and

WHEREAS, funds for this project have been budgeted and approved in the 2007 Capital Improvement Plan (CIP) within the appropriate account, 245 90210 976000 7FC12 for the amount of \$45,000; and

WHEREAS, the Purchasing and Facilities Departments both concur that a contract be awarded to Delta Electrical Contractors of Lansing, Inc. who submitted the lowest responsive bid in the amount of \$52,200, which also reflects the payment of prevailing wage; and

WHEREAS, due to unforeseen cost to properly complete this project, we will require additional funds in the amount of \$7,200 to be transferred from 245 31199 976000/06 CIP Upgrade Jail Fire Alarm System.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Delta Electrical Contractors of Lansing, Inc., P.O. Box 80980, Lansing, Michigan, 48908 for the conversion of the electrical service at the Hilliard Building in Mason from secondary to primary for a projected cost of \$52,200.

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BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes the transfer of \$7,200 from a 2006 CIP project into the proper account 245 90210 976000 7FC12, and authorizes the Budget Director and the Controller 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.

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan**  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services and Finance Committees:

**RESOLUTION CERTIFYING REPRESENTATIVES FOR THE MERS ANNUAL MEETING**

**RESOLUTION #-07-166**

WHEREAS, the Municipal Employees' Retirement System will hold its 61<sup>st</sup> Annual Meeting at the Radisson Plaza Hotel in Kalamazoo, Michigan on September 18-20, 2007; and

WHEREAS, the governing body of each member municipality must certify an employee delegate who has been elected by the other employee members, and appoint an officer delegate of the governing body; and

WHEREAS, Ingham County will pay the expenses of the Officer Delegate and Employee Delegate pursuant to the County's mileage policy to a maximum of \$900.

THEREFORE BE IT RESOLVED, that the following persons are hereby certified as Ingham County's representatives for the MERS annual meeting:

Officer Delegate:    Brian Klebba

Employee Delegate: Barb Ketchum

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan**  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

The following resolution was introduced by the County Services and Finance Committees:

**RESOLUTION AUTHORIZING A CONTRACT WITH DBI BUSINESS INTERIORS  
FOR DESKTOP DELIVERY OF PAPER AND OFFICE SUPPLIES**

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**RESOLUTION #07-167**

WHEREAS, Ingham County's current contract for desk top delivery of office and paper supplies expires on September 30, 2007; and

WHEREAS, the Purchasing Department along with the User Group have met and determined the needs of the County Departments; and

WHEREAS, the Purchasing Department issued a Request for Proposals for Desktop Delivery of Paper and Office Supplies and received six responses; and

WHEREAS, the Evaluation Committee has reviewed and evaluated the proposals received and unanimously voted that accepting the proposal received from DBI Business Interiors, Inc. of Lansing was the best value for the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a five year agreement with DBI Business Interiors for the delivery of desk top office and paper supplies with a contract period of October 1, 2007 through September 30, 2012.

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

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None **Absent:** De Leon **Approved 7/17/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None **Absent:** None **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services Committee:

**RESOLUTION MAKING APPOINTMENTS TO THE POTTER PARK ZOO BOARD**

**RESOLUTION #07-168**

WHEREAS, Resolution 07-103 created a Potter Park Zoo Board as an advisory board to the Ingham County Parks and Recreation Commission; and

WHEREAS, the Potter Park Zoo Board consists of eight representatives from Ingham County, selected by the Ingham County Board of Commissioners; two representatives from the City of Lansing, to be selected by the City of Lansing; one representative from the Potter Park Zoological Society; and

WHEREAS, the County Services Committee has interviewed applicants interested in serving on this Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby makes the following appointments to the Potter Park Zoo Board:

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Richard Snider, 3655 Hiawatha Drive, Okemos, 48864  
Stacey Messina, 1405 Somerset Close, East Lansing, 48823

BE IT FURTHER RESOLVED, that terms of these appointees and those that were appointed per Resolution 07-139 have been determined as follows:

- Commissioner Bahar-Cook is appointed to a term expiring December 31, 2008
- Commissioner Hertel, Jr. is appointed to a term expiring December 31, 2008
- Richard Snider is appointed to a term expiring December 31, 2008
- Ed Gillespie is appointed to a term expiring December 31, 2009
- Dalen Agnew is appointed to a term expiring December 31, 2009
- Maureen McDonough is appointed to a term expiring December 31, 2009
- Tim Basore is appointed to a term expiring December 31, 2010
- Stacey Messina is appointed to a term expiring December 31, 2010
- John Baron, Potter Park Zoological Society is appointed to a term expiring December 31, 2008

BE IT FURTHER RESOLVED, that Lansing City Councilman William Matt is hereby appointed to the Potter Park Zoo Board, as a City of Lansing Representative, to a term expiring December 31, 2008.

**COUNTY SERVICES: Yeas:** Nolan, Copedge\*, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

\*Comm. Copedge voted no on the appointment of Stacey Messina.

Adopted as part of the consent agenda.

The following resolution was introduced by the County Services Committee:

**RESOLUTION AUTHORIZING THE TRANSFER OF THE DEPARTMENT OF NATURAL RESOURCES GRANT OBLIGATIONS FOR POTTER PARK FROM THE CITY OF LANSING TO THE COUNTY OF INGHAM**

**RESOLUTION #07-169**

WHEREAS, the County of Ingham has entered into an agreement with the City of Lansing to assume control and operation of Potter Park; and

WHEREAS, the City of Lansing received assistance from the "Protecting Michigan's Future" Recreation Bond Program through Project Number BF89-407 to renovate a picnic shelter located within Potter Park; and

WHEREAS, the Project Agreement executed by the City of Lansing included specific long-term obligations related to the management of the project site.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources and executed by the City of Lansing, subject to DNR approval, and specifically agrees, but not by way of limitation, as follows:

1. To regulate the use of the facility constructed and reserved under this Agreement to insure the use thereof by the public on equal and reasonable terms.

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2. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents upon approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Finance Committee:

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2007 INGHAM COUNTY BUDGET**

**RESOLUTION #07-170**

WHEREAS, the Board of Commissioners adopted the 2007 Budget on October 24, 2006 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2007 BUDGET 07/01/07</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$78,113,105	\$44,350	\$78,157,455
208	Parks	2,034,878	(24,119)	2,010,759
215	Friend of the Court	4,591,252	70,938	4,662,190
263	Local Corrections Training	0	3,000	3,000
292	Family Division Child Care	12,529,584	10,000	12,539,584
664	Mach. & Equip. Revolving	892,857	7,827	900,684

**GENERAL FUND REVENUES**

	<u>2007 Budget – 7/01/07</u>	<u>Proposed Changes</u>	<u>2007 Proposed Budget</u>
<b>Tax Revenues</b>			
County Property Tax	45,945,746		45,945,746

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Property Tax Adjustments	(200,000)		(200,000)
Delinquent Real Property Tax	10,000		10,000
Unpaid Personal Property Tax	35,000		35,000
Payments in Lieu of Tax	490,000		490,000
Trailer Fee Tax	22,000		22,000
<b>Intergovernmental Transfers</b>			
Transfer from Rev. Sh. Res. Fund	5,560,547		5,560,547
Convention/Tourism Tax - Liquor	1,592,770		1,592,770
Health and Safety Fund	156,071		156,071
Use of Fund Balance	712,298	24,850	737,148
<b>Department Generated Revenue</b>			
Animal Control	542,148		542,148
Circuit Court - Family Division	322,921		322,921
Circuit Court - Friend of the Court	222,302		222,302
Circuit Crt - General Trial	1,717,435		1,717,435
Cooperative Extension	65,150		65,150
County Clerk	563,777	12,000	575,777
District Court	2,615,555		2,615,555
Drain Commissioner/Drain Tax	385,000		385,000
Economic Development	191,549		191,549
Elections	61,650		61,650
Emergency Operations	50,221		50,221
Equalization /Tax Mapping	30,800		30,800
Human Resources	34,073		34,073
Ingham Medical In Kind Services	794,022		794,022
Probate Court	277,178		277,178
Prosecuting Attorney	859,434		859,434
Purchasing	8,706		8,706
Register of Deeds	2,441,750		2,441,750
Remonumentation Grant	160,504		160,504

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Sheriff	5,465,379		5,465,379
Treasurer	6,752,775	7,500	6,760,275
Tri-County Regional Planning	58,191		58,191
Veteran Affairs	168,153		168,153
<b>Total General Fund Revenues</b>	<b>78,113,105</b>	<b>44,350</b>	<b>78,157,455</b>

**GENERAL FUND EXPENDITURES**

	2007 Budget – <u>7/01/07</u>	Proposed <u>Changes</u>	2007 Proposed <u>Budget</u>
Board of Commissioners	550,890		550,890
Circuit Court - General Trial	7,084,657	21,306	7,105,963
District Court	2,257,235		2,257,235
Circuit Court - Friend of the Court	1,037,821		1,037,821
Jury Board	1,757		1,757
Probate Court	1,428,668	3,544	1,432,212
Circuit Court - Family Division	5,915,491		5,915,491
Jury Selection	69,244		69,244
Elections	207,933		207,933
Financial Services	660,843	7,500	668,343
County Attorney	424,259		424,259
County Clerk	815,408	12,000	827,408
Controller	876,958		876,958
Equalization/Tax Services	641,001		641,001
Human Resources	749,957		749,957
Prosecuting Attorney	6,092,630		6,092,630
Purchasing	259,864		259,864
Facilities	1,627,554		1,627,554
Register of Deeds	698,421		698,421
Remonumentation Grant	160,504		160,504
Treasurer	661,205		661,205
Drain Commissioner	996,322		996,322

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Economic Development	278,486	278,486
Community Agencies	217,485	217,485
Equal Opportunity Committee	500	500
Women's Commission	500	500
Environmental Affairs Comm	500	500
AC Shelter Advisory Board	500	500
FOC Advisory Committee	2,000	2,000
Historical Commission	500	500
Tri-County Regional Planning	96,987	96,987
Jail Maintenance	306,601	306,601
Sheriff	20,861,882	20,861,882
Community Corrections	231,777	231,777
Animal Control	1,410,983	1,410,983
Emergency Operations	164,946	164,946
Board of Public Works	500	500
Drain Tax at Large	150,000	150,000
Health Department	9,074,743	9,074,743
Medical Examiner	344,392	344,392
Substance Abuse	800,620	800,620
Community Mental Health	1,988,566	1,988,566
Department of Human Services	1,286,140	1,286,140
Tri-County Aging	75,325	75,325
Veterans Affairs	358,996	358,996
Cooperative Extension	768,436	768,436
Parks and Recreation	1,938,144	1,938,144
Contingency Reserves	567,690	567,690
Agricultural Preservation Board	38,000	38,000
2-1-1 Project	37,000	37,000
Capital Area Rail Council	2,350	2,350
Capital Improvements	3,889,934	3,889,934



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<b>Total General Fund Expenditures</b>	<b>78,113,105</b>	<b>44,350</b>	<b>78,157,455</b>
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**General Fund Revenues**

Clerk	Increase postage sales account \$12,000. Funds will be used to purchase additional postage.
Treasurer	Increase indirect cost reimbursement \$7,500 due to implementation of new Circuit Court Department Rate Study.
Use of Fund Balance	Increase use of fund balance \$21,306 for unpaid security service invoices from 2001, and \$3,544 for Probate Court supplies reappropriation.

**General Fund Expenditures**

Circuit Crt – General Trial	Increase contractual services budget \$21,306 for unpaid security service invoices from 2001.
Circuit Court - Family Div.	Transfer \$5,000 from general fund contractual services line item to the truancy program in the Child Care fund. Funds will be leveraged with state child care funds for a total of \$10,000 in expenses to be used for the Truancy Summer Program.
Probate Court Financial Services	Reappropriate \$3,544 in supplies for items purchased in 2006 but billed to 2007. Increase contractual services budget \$7,500 for continuation of Circuit Court Department Rate Study initially authorized by Resolution 06-162.
Clerk	Increase postage account \$12,000. Expense is offset by increase in postage sales revenue account.
Controller	Transfer \$7,948 in salary savings from vacant position to purchase new office furniture.
Human Resources	Transfer \$2,000 from contractual services to temporary salaries for temporary increase in number of employment applications received in preparation for the transfer of the Potter Park Zoo to Ingham County.

**Non-General Fund Adjustments**

Parks (F208)	Transfer funds from Parks seasonal wages to Friend of the Court temporary wages in order to receive cooperative reimbursement funding for administration of the Jail Alternative Sentencing program, initially authorized by Resolution 04-289. (\$24,119)
Friend of the Court (F215)	Increase temporary wages to administer the Jail Alternative Sentencing program, initially authorized by Resolution 04-289 (\$70,938). \$24,119 in funding will come from a transfer from the Parks seasonal wages line item, and

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the remaining \$46,819 will come from cooperative reimbursement grant payments.

- |                                   |  |
|-----------------------------------|--|
| Local Corrections Training (F263) | Increase funds from booking fee revenue designated for corrections training for training expenses. (\$3,000)   |
| Family Division Child Care (F292) | Transfer \$5,000 from general fund contractual services line item to the truancy program in the Child Care fund. Funds will be leveraged with state child care funds for a total of \$10,000 in expenses to be used for the Truancy Summer Program.  |
| Mach./Equip. Revolving (F664)     | Increase CIP upgrade funds to purchase: one fax machine for the Health Department (\$1,025), one pc for Parks (\$1,110), and one pc and two laptops for the Board of Commissioners Office (\$3,420), and to cover the additional cost of a printer for Circuit Court (\$641) and the additional cost of a postage machine for the Drain Commissioner's Office (\$1,631). |

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None **Absent:** None **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION AUTHORIZING A CONTINGENCY FUND APPROPRIATION TO THE ALLEN NEIGHBORHOOD CENTER, BAKER DONORA FOCUS CENTER, SOUTHSIDE COMMUNITY CENTER AND NORTHWEST INITIATIVE**

**RESOLUTION #07-171**

WHEREAS, the Michigan Department of Human Services is the designated state fiduciary for the Strong Families/Safe Children funds; and

WHEREAS, Strong Families/Safe Children funds have supported Allen Neighborhood Center, Baker Donora Focus Center, SouthSide Community Center, and the NorthWest Initiative since 2000; and

WHEREAS, Strong Families/Safe Children funds are no longer available to the neighborhood centers, creating unexpected budget deficits; and

WHEREAS, it is proposed that the City of Lansing and Ingham County provide an equal level of funding in the amount of \$36,000 each to cover the shortfall of each of the neighborhood centers, with the City providing funding from July 1 through September 30, 2007 and the County providing funding from October 1 through December 31, 2007; and

WHEREAS, the shortfall occurred in the middle of the fiscal year and has threatened staff layoffs or the closure of facilities if funds are not found.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amount not to exceed \$36,000 to come from the 2007 Contingency Fund to be appropriated to the Allen Neighborhood

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Center, Baker Donora Focus Center, SouthSide Community Center, and the NorthWest Initiative to cover the unexpected shortfall resulting from the loss of Strong Families/Safe Children funds.

BE IT FURTHER RESOLVED, that payments in the amount of \$3,000 shall be made monthly to each neighborhood center for the time period of October 1, 2007 through December 31, 2007 after each neighborhood center submits a monthly report and invoice to Ingham County.

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

BE IT FURTHER RESOLVED, the Board of Commissioners has declared that this appropriation be considered a one-time contribution.

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

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule  
**Nays:** Severino    **Absent:** None    **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis  
**Nays:** Dougan    **Absent:** None    **Approved 7/18/07**

Moved by Commissioner Hertel, supported by Commissioner Celentino to adopt the resolution. Motion carried, with Commissioners Dougan, Schafer and Severino voting no, all others voting yes. Absent: Commissioner Bahar-Cook.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION TO AUTHORIZE THE INTERGOVERNMENTAL TRANSFER OF INGHAM COUNTY FUNDS TO THE STATE OF MICHIGAN FOR THE PURPOSE OF PARTICIPATING IN THE FINANCING OF THE NON-FEDERAL SHARE OF DSH PAYMENTS MADE UNDER THE INDIGENT CARE AGREEMENT POOL TO INGHAM REGIONAL MEDICAL CENTER AND SPARROW HEALTH SYSTEM**

**RESOLUTION #07-172**

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care by 2010; and

WHEREAS, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which creates an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate Share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

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WHEREAS, Ingham Health Plan Corporation purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, the Ingham Health Plan Corporation has entered into an Indigent Care Agreement with Ingham Regional Health Center and/or Sparrow Health System, requiring Ingham Health Plan Corporation to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, certain intergovernmental transfers of public funds from Ingham County may be made to the State of Michigan to be used as the State's share in claiming the Federal match; and

WHEREAS, the Controller and the Health Officer recommend that the Board of Commissioners authorize the intergovernmental transfer of up to \$4.5 million from the appropriation to the Health Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer and the County Controller to implement intergovernmental transfers of up to \$4.5 million from the Health Fund to the State of Michigan with the purpose of contributing to the financing of the non-federal share

of Disproportionate Share Hospital payments made through the Indigent Care Agreements Pool to Ingham Regional Medical Center and Sparrow Health System.

BE IT FURTHER RESOLVED, that the intergovernmental transfers are authorized once the following conditions are in place:

- The State has indicated via the Michigan Department of Community Health website or another mechanism that Ingham Regional Medical Center and/or Sparrow Health System will be receiving Indigent Care Agreement-based DSH payments in the amount that would be supported by the Ingham County intergovernmental transfer.
- The Ingham Health Plan Corporation has executed Indigent Care Agreements with Ingham Regional Health Center and/or Sparrow Health System.

BE IT FURTHER RESOLVED, that this Resolution shall be effective October 1, 2007 through September 30, 2008.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None **Absent:** None **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None **Absent:** None **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION RESCINDING RESOLUTION #06-271 AND AUTHORIZING THE INTERGOVERNMENTAL TRANSFER OF INGHAM COUNTY FUNDS TO SUPPORT DSH PAYMENTS TO INGHAM REGIONAL MEDICAL CENTER AND SPARROW HEALTH SYSTEM**

**RESOLUTION #07-173**

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care by 2010; and

WHEREAS, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which creates an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate Share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

WHEREAS, Ingham Health Plan Corporation purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, Ingham Health Plan Corporation has entered into an Indigent Care Agreement with Ingham Regional Health Center and/or Sparrow Health System, requiring Ingham Health Plan Corporation to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, certain intergovernmental transfers of public funds from Ingham County may be made to the State of Michigan to be used as the State's share in claiming the Federal match; and

WHEREAS, the Controller and the Health Officer recommend that the Board of Commissioners authorize the intergovernmental transfer of up to \$4.5 million from the appropriation to the Health Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer and the County Controller to implement intergovernmental transfers of up to \$4.5 million from the Health Fund to the State of Michigan with the purpose of contributing to Disproportionate Share Hospital payments made through the Indigent Care Agreements Pool to Ingham Regional Medical Center and Sparrow Health System.

BE IT FURTHER RESOLVED, that the intergovernmental transfers are authorized once the following conditions are in place:

- The State has indicated via the Michigan Department of Community Health website or another mechanism that Ingham Regional Medical Center and/or Sparrow Health System

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will be receiving Indigent Care Agreement-based DSH payments in the amount that would be supported by the Ingham County intergovernmental transfer.

- The Ingham Health Plan Corporation has executed Indigent Care Agreements with Ingham Regional Health Center and/or Sparrow Health System.

BE IT FURTHER RESOLVED, that this Resolution shall be effective June 1, 2006 through September 30, 2007.

BE IT FURTHER RESOLVED, that Resolution #06-271 is hereby rescinded.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None    **Absent:** None    **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES TO PLACE AN OUT-STATIONED WORKER IN THE HEALTH DEPARTMENT REGISTRATION AND ENROLLMENT UNIT**

**RESOLUTION #07-174**

WHEREAS, the Ingham County Health Department conducts outreach and implements efforts to identify and enroll eligible persons in Medicaid and for the Ingham Health Plan; and

WHEREAS, only Michigan Department of Human Services (DHS) employees have the authority to enroll eligible persons in the Medicaid Program; and

WHEREAS, the DHS has entered into a contract with Ingham County to place an out-stationed DHS worker in the Health Department's Registration and Enrollment Unit; and

WHEREAS, the cost to support the out-stationed DHS worker will be composed of 50% from the County and 50% from Federal funds; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize a Medical Provider Donation Contract and Rental Agreement with the Michigan Department of Human Services for 2007-2008 and advises that the funds to support the relationship are included in the Department's 2008 budget request.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Medical Provider Donation Contract and Rental Agreement with the Michigan Department of Human Services (DHS) Agreement not to exceed \$36,000 in County funds.

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BE IT FURTHER RESOLVED that the period of the agreement shall be October 1, 2007 through September 30, 2008, and that Ingham County shall pay the DHS up to \$36,000 to support the cost of the out-stationed DHS worker.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino  
**Nays:** None    **Absent:** None    **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION TO AUTHORIZE ADMINISTRATIVE SUPPORT SERVICES AGREEMENTS  
WITH COUNTY HEALTH PLANS**

**RESOLUTOIN #07-175**

WHEREAS, the Ingham County Health Department has provided administrative support services to the Ingham Health Plan Corporation since its creation in May 1998; and

WHEREAS, the Health Department currently contracts to provide services to 16 other county/regional health plans; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the administrative support services agreements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes administrative support services agreements with community-based corporations planning and operating health benefit programs for low-income, uninsured persons.

BE IT FURTHER RESOLVED, that the authorization shall provide the choice of amending existing agreements to extend them through September 30, 2008 or executing new agreements for the period October 1, 2007 through September 30, 2008.

BE IT FURTHER RESOLVED, that Ingham County shall make available through the Ingham County Health Department the following types of services: Outreach and Enrollment, Member Services, Development and Maintenance of a Provider Network, Adjudication and Payment of Claims, Case Management Services and Program Management Services, among other services negotiated with the individual health plans.

BE IT FURTHER RESOLVED, that compensation from the health plans shall fully compensate Ingham County for the cost of the services provided.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign administrative support services agreements with community corporations/health plans after review by the County Attorney.

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**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, And Severino  
**Nays:** None    **Absent:** None    **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committee:

**RESOLUTION TO INCREASE THE FEE FOR TOBACCO LICENSES AND CHANGE THE LICENSING PERIOD TO ONE YEAR**

**RESOLUTION #07-176**

WHEREAS, Resolution #92-95 established the requirement for a license for the retail sale of tobacco products in Ingham County; and

WHEREAS, Resolution #92-96 established fees for tobacco licenses and temporary sampling permits; and

WHEREAS, tobacco use is the leading cause of preventable death in our society and wreaks substantial human and financial costs in our community; and

WHEREAS, the costs to regulate the sale of tobacco products have increased substantially in the fifteen years since the fees were adopted; and

WHEREAS, Regulation #92-95 provides that the fees may be adjusted from time to time by the Ingham County Board of Commissioners; and

WHEREAS, the Health Department has prepared a summary of costs associated with enforcement of the Regulation demonstrating that an increase to cover expenses is necessary; and

WHEREAS, a one-year licensing period would facilitate more effective enforcement of the regulation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase in the fee for a license for the retail sale of tobacco products to \$250.00 per year.

BE IT FURTHER RESOLVED, that the Tobacco Vending Machine Licensing Fee is increased to \$250.00 per year.

BE IT FURTHER RESOLVED, that the Temporary Sampling Permit Fee is increased to \$100.00.

BE IT FURTHER RESOLVED, that the licensing period for the retail sale of tobacco products in Ingham County shall be for one year.

BE IT FURTHER RESOLVED, that these fees shall be effective January 1, 2008, and that the first one-year licensing period shall be January 1, 2008 through December 31, 2008.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule



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**Nays:** Severino    **Absent:** None    **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None    **Absent:** None    **Approved 7/18/07**

Moved by Commissioner Hertel, supported by Commissioner Tennis to adopt the resolution. Motion carried, with Commissioner Severino voting no, all others voting yes. Absent: Commissioner Bahar-Cook.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION TO AMEND THE HEALTH DEPARTMENT FEE SCHEDULES**

**RESOLUTION #07-177**

WHEREAS, the Ingham County Health Department is supported by revenues from the County General Fund, from state/federal and foundation grant contracts, and fee for service revenue; and

WHEREAS, the Health Department is confronted with declining grant fees for service revenues, placing the burden on the General Fund in order to continue the current level of services; and

WHEREAS, early indications are that the Health Department will require approximately \$1.8 million in additional revenue from the General Fund to carry current levels of services through 2008; and

WHEREAS, the Department has reviewed its fee structures related to environmental health services to identify areas where it would be reasonable to increase fees and place a higher level of support for services on direct service recipients; and

WHEREAS, the Board of Commissioners has authority under the Public Health Code to establish fees for services provided by the Health Department; and

WHEREAS, the Health Officer has recommended that certain fees for service be established and certain fees for service be increased, and has advised that these proposed fees do not exceed the reasonable cost for providing the services.

THEREFORE BE IT RESOLVED, that the following fees for service be amended effective October 1, 2007:

- Special surcharge for late Special Transitory Food Unit (STDU) inspection request - \$180
- Special food service establishment surcharge for 2nd Step of formal hearing - \$200
- Special food service establishment surcharge for 3rd Step of formal hearing - \$400
- Child and adult care facility license non-compliant with well and/or septic inspection - \$89/hour
- Tattooing business operating without an initial license or reinstatement of a revoked license - \$450
- Tattoo business non-compliant with inspection - \$89/hour
- Septic or well ownership transfer, well or septic not installed at time of transfer - \$150
- Septic tank repair or replacement inspection fee - \$230
- Collection of water samples for Type II Non-Community Water sampling - \$180
- Campground inspection - \$135
- Tattooing business, initial license - \$717
- Board of Health appeal fee - \$100

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**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule  
**Nays:** Severino **Absent:** None **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None **Absent:** None **Approved 7/18/07**

Moved by Commissioner Hertel, supported by Commissioner Celentino to adopt the resolution. Motion carried, with Commissioner Severino voting no, all others voting yes. Absent: Commissioner Bahar-Cook.

The following resolution was introduced by the Human Services, County Services and Finance Committees:

**RESOLUTION TO ESTABLISH A HIV CONTINUUM OF CARE AMBULATORY OUTPATIENT OPERATION WITHIN THE HEALTH DEPARTMENT'S CEDAR COMMUNITY HEALTH CENTER**

**RESOLUTION #07-178**

WHEREAS, Michigan State University College of Osteopathic Medicine has long been the provider of clinical services for HIV/AIDS ambulatory outpatient services in the community; and

WHEREAS, the Health Department was notified by Michigan State University College of Osteopathic Medicine that its HIV/AIDS outpatient clinical operations was not financially sustainable due to a decrease in financial support from the Ingham Regional Medical Center thereby necessitating the closure of these vital operations unless an alternative delivery system with appropriate financing was secured; and

WHEREAS, the Health Department has submitted and secured external funding through the Michigan Department of Community Health's (MDCH) HIV Continuum of Care program, with \$200,000 in Ryan White Part B funding awarded to the Department to ensure the provision of ambulatory HIV/AIDS services for the period of October 1, 2007 through September 30, 2008; and

WHEREAS, the Deputy Health Officer for Community Health Care Services has developed a strategic business model that incorporates ongoing Ryan White Part B funding and has determined that the practice can operate without a subsidy from the County and that the Health Department has the ability to manage the practice; and

WHEREAS, the Health Officer asserts that the continuance of HIV/AIDS ambulatory outpatient services is of vital importance to the health and welfare of the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners supports the Health Department's proposal to operate a HIV Continuum of Care program through its Cedar Community Health Center with the purpose of providing ambulatory medical care to those with HIV.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the execution of an agreement with the Michigan State University College of Osteopathic Medicine for a 0.40 full-time equivalent infectious disease physician, who shall be a faculty member of the College and board certified in internal medicine; the period of the agreement shall be October 1, 2007 through September 30, 2008 and the rate of pay shall be \$84,000 per year.

BE IT FURTHER RESOLVED, that a full-time Community Health Representative II position shall be established effective October 1, 2007, UAW TOPS D.

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BE IT FURTHER RESOLVED, that a full-time Clinical Assistant/Technician I position shall be established effective October 1, 2007, UAW TOPS D.

BE IT FURTHER RESOLVED, that a part-time Clinical Assistant/Technician I position shall be established effective October 1, 2007, UAW TOPS D.

BE IT FURTHER RESOLVED, that a full-time Health Center Nurse position shall be established effective October 1, 2007, MNA NP/CN Grade 1.

BE IT FURTHER RESOLVED, that a full-time Nurse Practitioner position shall be established effective October 1, 2007, MNA NP/CN Grade 6.

BE IT FURTHER RESOLVED, that a part-time Health Center Nurse position shall be established effective October 1, 2007, MNA NP/CN Grade 1.

BE IT FURTHER RESOLVED, that the Controller is authorized to amend the Health Department's 2008 budget request to increase revenue and expenses, and to include the HIV Continuum of Care operations' revenue and expenses in the 2008 Health Department's budget as finally determined by the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the physician services agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino  
**Nays:** None    **Absent:** None    **Approved 7/16/07**

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan**  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Human Services and Finance Committees:

**RESOLUTION TO AUTHORIZE AMENDMENTS TO TWO LEASE AGREEMENTS  
WITH SPARROW HEALTH SYSTEM**

**RESOLUTION #07-179**

WHEREAS, Ingham County leases space in two Sparrow Health System buildings to house community health centers operated by the Health Department; and

WHEREAS, both lease agreements expire August 31, 2007; and

WHEREAS, the Health Department has requested that the lease agreements be renewed for a three year period; and

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WHEREAS, Sparrow Health System is in agreement and has proposed lease agreements that will not increase the square foot lease rate in year one and proposes an increase of three percent in years two and three; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners renew the lease agreements with Sparrow Health System to extend them through August 31, 2010.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of an Office Lease Agreement with Sparrow Health System for 4,508 square feet of space in the Medical Arts Building, 1322 East Michigan Avenue, Lansing, Michigan at the rate of \$19.13 per square foot, with an annual increase of three percent authorized for years two and three of this agreement.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes execution of an Office Lease Agreement with Sparrow Health System for 3,878 square feet of space in the Medical Center West Building, 1100 West Saginaw, Lansing, Michigan at a rate of \$18.57 per square foot, with an annual increase of three percent authorized for years two and three of this agreement.

BE IT FURTHER RESOLVED, that the period of the agreement for both leases shall be begin September 1, 2007 through August 31, 2010, and that either or both lease agreements can be terminated by either party upon 90 days prior written notice.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amending documents after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None **Absent:** None **Approved 7/16/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None **Absent:** None **Approved 7/18/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Judiciary Committee:

**RESOLUTION HONORING REBECCA SCOVILL**

**RESOLUTION #07-180**

WHEREAS, Rebecca Scovill has served as a member of the Friend of the Court Citizens Advisory Committee since its inception in May of 1997; and

WHEREAS, as a member, Rebecca served as a model of decorum and integrity in the conduct of public affairs as she assisted the Friend of the Court Citizens Advisory Committee in fulfilling its vital mission; and

WHEREAS, she served as the custodial parent member of the committee; and

WHEREAS, Rebecca worked hard as a member of the Friend of the Court Citizens Advisory Committee, her concern and compassion for the children of Ingham County shown throughout her years of service; and

**JULY 24, 2007 REGULAR MEETING**

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners extends its sincere appreciation to Rebecca Scovill for her outstanding service on the Friend of the Court Citizens Advisory Committee.

BE IT FURTHER RESOLVED, that the Board of Commissioners wishes Rebecca continued success in all of her future endeavors.

**JUDICIARY: Yeas:** Bahar-Cook Schor, Weatherwax-Grant, Holman, Nolan Schafer  
**Nays:** None      **Absent:** None      **Approved 7/12/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Law Enforcement Committee:

**RESOLUTION HONORING SERGEANT TODD JENKINS**

**RESOLUTION #07-181**

WHEREAS, Todd Jenkins began his career with the Ingham County Sheriff's Office in 1982 in the Corrections Division; and

WHEREAS, Sergeant Jenkins is a Certified Correctional Officer, Training Officer, Breathalyzer Operator, Fingerprint Instructor, Livescan Administrator/Instructor, and licensed Medical First Responder; and

WHEREAS, during his tenure with the Ingham County Sheriff's Office, Sergeant Jenkins served as a member of the Sheriff's Office Honor Guard for fifteen years, as Commander for seven years, he served as a member of the Sheriff's Office Rescue Unit for five years and as a Sergeant for nine years; and

WHEREAS, in 2006 he received the Sheriff's Office "Employee of the Year" award, in 1989 he received the Red Cedar Optimist "Police Officer of the Year" award, the 1989 Meritorious Service Award, he has also received seven unit citations, nine certificates of appreciation and numerous letters of praise; and

WHEREAS, after 25 years of dedicated service, Sergeant Todd Jenkins is retiring from the Ingham County Sheriff's Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Sergeant Todd Jenkins for his many years of service to the County of Ingham and its citizens.

BE IT FURTHER RESOLVED, that the Board wishes him continued success in all of his future endeavors.

**LAW ENFORCEMENT: Yeas:** Copedge, Tennis, Celentino, Holman, Schafer  
**Nays:** None      **Absent:** De Leon      **Approved 7/12/07**

Adopted as part of the consent agenda.

The following resolution was introduced by the Law Enforcement and Finance Committees:

**JULY 24, 2007 REGULAR MEETING**

**RESOLUTION AUTHORIZING A CONTRACT WITH EAST LANSING FOR A NEW CAD FOR THE 911 CENTER**

**RESOLUTION #07-182**

WHEREAS, the Ingham County Board of Commissioners has established a 911 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County emergency dispatch system; and

WHEREAS, the East Lansing 911 Center has identified the need to replace an obsolete CAD System; and

WHEREAS, the Ingham County Board of Commissioners previously authorized the expenditure of \$42,500 from the 911 Ingham County Management and System Improvements Fund as match for the COPS grant; and

WHEREAS, an additional appropriation is necessary to purchase the CAD System; and

WHEREAS, the 911 Advisory Board is recommending that the Ingham County Board of Commissioners fund this request from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements and have verified that it meets the standards as established by the Ingham County Emergency Telephone Services Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an additional appropriation of up to \$72,823.03 for a total of up to \$115,323.03 from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements to match the federal COPS grant amount of \$130,125, for a grand total of \$245,448.03 to VisionAIR for the East Lansing 911 Center CAD System.

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

**LAW ENFORCEMENT: Yeas:** Copedge, Tennis, Celentino, Holman, Schafer  
**Nays:** None    **Absent:** De Leon    **Approved 7/12/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Adopted as part of the consent agenda.

Introduced by Commissioners De Leon and Celentino of the:

**RESOLUTION APPROVING A BROWNFIELD PLAN FOR REDEVELOPMENT OF INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY PROPERTIES IN ACCORDANCE WITH THE BROWNFIELD REDEVELOPMENT FINANCING ACT**

**RESOLUTION #07-182**

WHEREAS, on November 13, 2001, pursuant to the Brownfield Redevelopment Financing Act, PA 381 of 1996, as amended (“the Act”), the Ingham County Board of Commissioners adopted Resolution #01-328 creating a Brownfield Redevelopment Authority, in order to promote the redevelopment of environmentally

**JULY 24, 2007 REGULAR MEETING**

distressed, functionally obsolete, and/or blighted areas of the County; and

WHEREAS, the Brownfield Redevelopment Authority has prepared and recommended for approval by the Ingham County Board of Commissioners a plan to restore the environmental and economic viability of tax foreclosed and underutilized properties that are held by the Ingham County Land Bank Fast Track Authority (“the Plan”), pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Board of Commissioners has, at least twenty days before holding a public hearing on July 24, 2007, provided notice to all taxing jurisdictions affected by the Plan, and has provided to taxing jurisdictions and the public reasonable opportunities to express their views and recommendations regarding the Plan, in accordance with Sections 13(10) and 14(1) of the Act; and

WHEREAS, the ten jurisdictions with properties listed in the Plan have passed resolutions of concurrence with the Plan; and

WHEREAS, the Ingham County Board of Commissioners has made the following determinations and findings:

- a. The Plan meets the requirements of a Brownfield Plan set forth in Section 13 of the Act;
- b. The proposed method of financing the costs of the eligible activities is feasible;
- c. The costs of eligible activities proposed are reasonable and necessary to carry out the purposes of the Act,
- d. The captured taxable value estimated to result from the Plan’s adoption is reasonable;
- e. The Plan, in accordance with the Act, constitutes a public purpose; and

WHEREAS, as a result of its review of the Plan and upon consideration of the views and recommendations of the taxing jurisdictions and the public, the Ingham County Board of Commissioners desires to proceed with approval of the Plan.

**THEREFORE BE IT RESOLVED THAT:**

1. Pursuant to the authority vested in the Ingham County Board of Commissioners by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form attached as Exhibit “A” to this Resolution.
2. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SS/ Commissioner Victor Celentino  
Commissioner Debbie De Leon

**JULY 24, 2007 REGULAR MEETING**

Moved by Commissioner De Leon, supported by Commissioner Copedge to adopt the resolution. Motion carried on a unanimous roll call vote. Absent: Commissioner Bahar-Cook.

**SPECIAL ORDERS OF THE DAY:**

None.

**PUBLIC COMMENT:**

None.

**COMMISSIONER ANNOUNCEMENTS:**

Commissioner Soule announced that the 153<sup>rd</sup> Ingham County Fair will begin on Sunday, July 29. He encouraged everyone to attend to see the new midway.

Commissioner Weatherwax-Grant thanked the Treasurer for all he has done with the land bank issues.

Commissioner Tennis addressed the public regarding the Board's decision to bring the zoo employees into the County while allowing them to keep their City pay scale and benefit package.

Commissioner Copedge invited everyone to attend the African American Parade and Picnic on August 4.

**CONSIDERATION AND ALLOWANCE OF CLAIMS:**

Moved by Commissioner Weatherwax-Grant, supported by Commissioner Schafer to approve payment of the claims submitted by the County Clerk and the Financial Services Department in the amount of \$31,662,837.71. Motion carried unanimously. Absent: Commissioner Bahar-Cook.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:29 p.m.

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**MARC THOMAS, CHAIRPERSON**

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**MIKE BRYANTON, INGHAM COUNTY CLERK**

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Teresa Borsuk, Deputy Clerk



# Youth

Development Corporation  
TRI-COUNTY'S BUREAU FOR YOUTH

RECEIVED  
AUG 3 - 2007  
INGHAM COUNTY  
CONTROLLER'S OFFICE

02, August, 2007  
A. Edwin Dore  
P. O. Box 319  
Mason, Michigan 48854

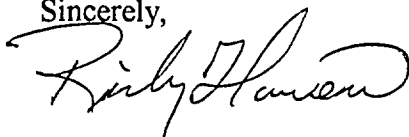
Dear: Mr. Dore

I am very sorry to announce that the Youth Development Corporation has decided to withdraw its Community Agency Fund Application for 2008. Recent financial problems have forced us to scrutinize our man power resources and programs carefully thereby not allowing us to continue our youth services.

This letter serves as formal notification to dissolve YDC. A meeting of the Board of Directors of Youth Development Corporation was held on the 30<sup>th</sup> day of July, 2007 and a resolution was passed to dissolve effective the 22<sup>nd</sup> day of September, 2007. It's unfortunate when any business, especially a Human Service Agency, with a 35 plus year history comes to an unanticipated ending due to the problems we have experienced over the past eight months with our staff being reduced to an Executive Director and one part-time Office Coordinator.

On behalf of the Board of Directors and myself, I apologize for any inconvenience this may place on the Ingham County Community Agency, the County, the community and the youth of this county. You have been with us and stood by us throughout the years and we thank you. Your contributions have allowed us to provide the many services and programs that we delivered in our thirty-five year history. Together we have made a great impact on the future of our community. Again, thank you for all your support over the years.

Sincerely,



Ricky Flowers  
Executive Director

CC: JOHN NEILSEN  
SARAH LYPER



A Capital Area United Way Participating Agency

**DELHI CHARTER TOWNSHIP  
DEPT. OF COMMUNITY DEVELOPMENT**

---

2074 Aurelius Road  
Holt, MI 48842-6320

Phone (517) 694-8281  
Fax (517) 694-1289



DELHI CHARTER TOWNSHIP PLANNING COMMISSION  
Department of Community Development  
2074 Aurelius Road, Holt, Michigan 48842 ▪ Phone (517) 694-8281

**NOTICE OF PUBLIC HEARING**

NOTICE is hereby given that a Public Hearing will be held in the Delhi Township Community Service Center, 2074 Aurelius Road, Holt, Michigan, on September 10, 2007 at 7:30 p.m. to consider the following:

Amendments to the Delhi Charter Township Master Plan

Copies of the proposed Amended Master Plan are available for inspection at the Delhi Township Community Development Department located at 2074 Aurelius Road, Holt, Michigan 48842. You are invited to attend the Public Hearing if you wish to speak on this issue. Written comments will also be accepted until 5 p.m. on the date of the Public Hearing by submitting them to the address above. Please contact Tracy Miller in the Community Development Department if you have any questions about this matter at (517) 694-8281 or via e-mail at [tracy.miller@delhitownship.com](mailto:tracy.miller@delhitownship.com).

CHARLES GRINNELL  
CHAIRPERSON

3010 Greenbriar Ave.  
Lansing, MI 48912

August 10, 2007

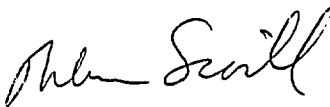
Ingham County Board of Commissioners  
P.O. Box 319  
Mason, MI 48854

Dear Commissioners:

I wish to thank you for the beautiful certificate of recognition given to me for my service as Custodial Parent Representative to the Ingham County Friend of the Court Citizen's Advisory Committee. It was a pleasure to serve on this committee and to work with a very dedicated group of people under the guidance of Chairperson Susan LeDuc. I hope my time on this committee helps result in updated and fair policies for all children, single parents and families who are affected by the tragedy of divorce. I hope this committee has your continuing support.

Thank you again for the certificate and for the opportunity to serve the people of Ingham County.

Sincerely:



Rebecca Scovill

CC: FOC Citizen's Advisory Committee



STATE OF MICHIGAN  
 TERRI LYNN LAND, SECRETARY OF STATE  
 DEPARTMENT OF STATE  
 LANSING

MEMORANDUM

DATE: July 31, 2007  
 TO: County Clerks  
 FROM: Christopher M. Thomas, Director of Elections  
 SUBJECT: BOARD OF COUNTY CANVASSERS

The terms of two members of the Board of County Canvassers established in your county expire on November 1 this year (one Republican member and one Democratic member). Michigan election law provides that the expired terms must be filled as follows:

- The county committee of each political party is required to provide the county clerk with the names of three nominees for the party's expiring seat on the Board *no later than September 1, 2007*. (MCL 168.24c)
- The County Board of Commissioners is required to fill the two vacancies on the Board by electing a Republican member and a Democratic member from the submitted names. Michigan election law specifies that the County Board of Commissioners use ballots when filling the seats. (MCL 168.24c) (Note: As the Open Meetings Act prohibits a voting procedure at a public meeting which prevents citizens from knowing how members of the public body have voted, a "secret" balloting process cannot be employed by the Board of County Commissioners when filling the positions.)
- The county clerk is required to notify the appointees within five days. (MCL 168.24a(3))

It merits note that PA 463 of 2006 amended Michigan election law to extend the County Board of Commissioners the authority to request any of the following from county canvasser nominees before making their appointment selections:

- A letter signed by the nominee indicating an interest in serving on the Board of County Canvassers and indicating an intent to discharge the duties of the position to the best of his or her ability.
- Information on any prior election experience including canvassing elections.
- Information on whether the nominee has been convicted of a felony or election crime.

We ask that you alert the members of the County Board of Commissioners in your county of their responsibilities in this matter. If you have any questions, please feel free to contact this office.

Michigan Department of State  
Bureau of Elections  
Post Office Box 20126  
Lansing, Michigan 48901-0726  
Phone: (517) 373-2540  
Toll Free Line: (800) 292-5973

MIKE BRYANTON  
INGHAM COUNTY CLERK

MAIN OFFICE  
P. O. Box 179  
Courthouse  
Mason, MI 48854  
Phone: (517) 676-7201  
Fax: (517) 676-7254



BRANCH OFFICE  
1<sup>st</sup> Floor  
313 W. Kalamazoo  
Lansing, MI 48933  
Phone: (517) 483-6425  
Fax: (517) 483-6421

Find us on the web at: [www.ingham.org/cl/clindex.htm](http://www.ingham.org/cl/clindex.htm)

August 3, 2007

Griffin Rivers, Chair  
Ingham County Democratic Party  
1005 Abbott Road  
Suite B  
East Lansing MI 48823

Dear Chairperson Rivers:

This is to officially notify you that as of November 1, 2007 two members of the County Board of Canvassers expires (one Republican member and one Democratic member).

The county committee of each political party is required to provide the county clerk with the names of three nominees for the party's expiring seat on the Board *no later than September 1, 2007*.

The County Board of Commissioners is required to fill the two vacancies on the Board by electing a Republican and a Democratic member from the submitted names.

If you have any questions, feel free to contact me at 676-7204 or Charlene Corrigan, Election Coordinator, at 676-7255.

Sincerely,

Mike Bryanton  
County Clerk

cc: Board of Canvassers

MIKE BRYANTON  
INGHAM COUNTY CLERK

MAIN OFFICE  
P. O. Box 179  
Courthouse  
Mason, MI 48854  
Phone: (517) 676-7201  
Fax: (517) 676-7254



BRANCH OFFICE  
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313 W. Kalamazoo  
Lansing, MI 48933  
Phone: (517) 483-6425  
Fax: (517) 483-6421

Find us on the web at: [www.ingham.org/cl/clindex.htm](http://www.ingham.org/cl/clindex.htm)

August 3, 2007

Norm Shinkle, Chair  
Ingham County Republican Party  
P.O. Box 27612  
Lansing MI 48909-7512

Dear Chairperson Shinkle:

This is to officially notify you that as of November 1, 2007 two members of the County Board of Canvassers expires (one Republican member and one Democratic member).

The county committee of each political party is required to provide the county clerk with the names of three nominees for the party's expiring seat on the Board *no later than September 1, 2007*.

The County Board of Commissioners is required to fill the two vacancies on the Board by electing a Republican and a Democratic member from the submitted names.

If you have any questions, feel free to contact me at 676-7204 or Charlene Corrigan, Election Coordinator, at 676-7255.

Sincerely,

Mike Bryanton  
County Clerk

cc: Board of Canvassers

AUG 20 2007

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

INGHAM COUNTY CLERK

RESOLUTION OF OPPOSITION TO HOUSE BILL NO. 4780-4788

WHEREAS, transferring tax collection, election and assessing functions from the townships to the counties will not in fact produce cost savings, but may have the opposite effect; and

WHEREAS, township governments efficiently, economically and effectively protect the public safety of families and enhance the quality of life for more than half of Michigan's residents; and

WHEREAS, the townships consistently provide more services with fewer resources to the residents and do so in an accountable manner,

THEREFORE, BE IT RESOLVED, that the Allegan County Board of Commissioners hereby opposes House Bill No. 4780-4788 and feels local issues can and should be handled by local government, strongly believes that the township governments, as neighbors serving neighbors, are in the best position to match the needs of the communities they serve, and has a real appreciation for the significant contributions made by the officials of all of the twenty-four Allegan County Townships; and

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to the Michigan Legislature for their review,



Michigan Association of Counties, and the other 82 Michigan counties.

Moved by Commissioner Kapenga, seconded by Commissioner Jones to adopt the resolution as presented. Motion carried.

ATTEST, A TRUE COPY

*Jaye A. Watts*, Clerk-Register

APPROVED: August 16, 2007

cc: Admin. - Finance - Human Resources - Governor Jennifer Granholm, State Capitol, P.O. Box 30013, Lansing, MI, 48909 - Senator Patricia Birkholz, P.O. Box 30036, 805 Farnum Building, Lansing, MI, 48909 - Representative Fulton Sheen, N1192 House Office Building, P.O. Box 30014, Lansing, MI, 48909 - Michigan Townships Association, P.O. Box 80078, Lansing, MI, 48909-0078 - Michigan Association of Counties, 935 N. Washington, Ave, Lansing, MI, 48906 - 82 Michigan Counties (through Clerk) - Allegan County Municipalities (through Clerk)

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION DESIGNATING SEPTEMBER 24, 2007 “FAMILY DAY – A DAY TO EAT DINNER WITH YOUR CHILDREN” IN INGHAM COUNTY**

**RESOLUTION #07-**

WHEREAS, the use of illegal drugs and the abuse of alcohol and nicotine constitute the greatest threats to the well-being of America's children; and

WHEREAS, surveys conducted by The National Center on Addiction and Substance Abuse (CASA) at Columbia University have consistently found that the more often children and teenagers eat dinner with their families the less likely they are to smoke, drink and use illegal drugs; and

WHEREAS, teenagers who virtually never eat dinner with their families are 72 percent more likely than the average teenager to use illegal drugs, alcohol and cigarettes; and

WHEREAS, teenagers who almost always eat dinner with their families are 31 percent less likely than the average teenager to use illegal drugs, alcohol and cigarettes; and

WHEREAS, the correlation between family dinners and reduced risk for teen substance abuse are well documented; and

WHEREAS, parental influence is known to be one of the most crucial factors in determining the likelihood of substance abuse by teenagers; and

WHEREAS, family dinners have long constituted a substantial pillar of family life in America.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby designates September 24, 2007 as “Family Day – a Day to Eat Dinner with Your Children” in Ingham County.

BE IT FURTHER RESOLVED, that the Board urges all citizens to recognize and participate in its observance.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION DESIGNATING OCTOBER 15, 2007 AS "NATIONAL LATINO AIDS AWARENESS DAY" IN INGHAM COUNTY**

**RESOLUTION #07-**

WHEREAS, one of the fastest growing ethnic groups in Ingham County is the Latino community; and

WHEREAS, HIV/AIDS continues to have a disproportionate impact on the Latino community; and

WHEREAS, the extended Latino family has been challenged by AIDS to find new reservoirs of compassion, and to confront difficult issues such as drug use and sexuality; and

WHEREAS, while comprising approximately 3% of Michigan's general population, Hispanics represent 4% of those living with HIV or AIDS; and

WHEREAS, National Latino AIDS Awareness Day is intended to promote HIV prevention efforts in the Latino community that are culturally and linguistically appropriate and effective, and to support efforts to overcome the stigma and discrimination that so often accompanies the disease; and

WHEREAS, this year's campaign is "Despierta! Toma Control! Hazte la Prueba de VIH! Wake Up! Take Control! Take the HIV Test!".

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby proclaims October 15, 2007 as "National Latino AIDS Awareness Day" in Ingham County and urges all citizens to utilize this day to raise awareness, prevent infection, encourage HIV testing and commemorate October 15th as a recognized Day of Remembrance.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AWARDING A CONTRACT TO  
MCDONALD ROOFING & SHEET METAL COMPANY, INC.  
FOR PARTIAL ROOF REPLACEMENT AT THE  
INGHAM COUNTY MASON COURTHOUSE**

**RESOLUTION #07-**

WHEREAS, it is necessary to replace certain areas of the roof at the Ingham County Mason Courthouse; and

WHEREAS, funds are available for this project within the 2007 Capital Improvement Plan account 245 90212 976000 7FAC6 Roof Replacement/Mason Courthouse in the amount of \$140,000; and

WHEREAS, an "Invitation for Sealed Bids" were solicited by the Purchasing Department in accordance with the Project Manual which was prepared by Wigen, Tincknell, Meyer & Associates; and

WHEREAS, after review of the submitted bids both the Purchasing and Facilities Departments are recommending that a contract be awarded to McDonald Roofing & Sheet Metal Company, Inc. who submitted the lowest responsive bid in the amount of \$47,388, this cost also reflects payment of prevailing wage; and

WHEREAS, we are also requesting an additional \$20,000 to cover the cost of removal and replacement of the deteriorated wood roof deck with new wood decking that will match the existing profile, size, and thickness at the following costs per square foot: 1.5" thick @ a unit price of \$6.00 per sq. ft. - .75" thick @ a unit price of \$4.50 per sq. ft.; total cost of project will be \$67,388.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to McDonald Roofing & Sheet Metal Company, Inc., 3960 Ann Arbor Road, Jackson, MI 49202 for removal and partial roof replacement at the Ingham County Mason Courthouse for a total cost of \$67,388.

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.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING A FAST TRACK PERMIT REVIEW SYSTEM IN THE DRAIN  
COMMISSIONER'S OFFICE AND SETTING FEES FOR THE SYSTEM**

**RESOLUTION #07-**

WHEREAS, the Drain Commissioner issues a large number of permits, licenses and approvals (collectively referred to as "permits") under a variety of state and federal statutes and county ordinances and resolutions; and

WHEREAS, persons involved in development and construction of new or rehabilitated property in Ingham County must often seek permits from the Drain Commissioner; and

WHEREAS, the number of staff processing permit applications in the Drain Commissioner's Office is not sufficient to provide the service levels desired by some applicants; and

WHEREAS, the demand for permits is not so large as to financially justify hiring of more county employees.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners establishes the Fast Track Permit Review System as proposed by the Drain Commissioner in the Drain Commissioner's Office, as a strictly voluntary means by which persons seeking expedited service on one or more permit applications may pay the applicable flat fee (additional to that established by the Board of Commissioners in its annual fee-setting resolutions) to secure review of their permit applications by private engineers under contract with the Drain Commissioner.

BE IT FURTHER RESOLVED, that the flat fee schedule for Fast Track Permit Review as proposed by the Drain Commissioner is hereby adopted, with further amendments to the flat fee schedule to be processed in accordance with Board of Commissioners' policy.

BE IT FURTHER RESOLVED, that the Drain Commissioner shall report on the implementation and usage of the Fast Track Permit Review System in all future annual statutory reports to the Board of Commissioners.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** None      **Approved 8/22/07**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION**

**RESOLUTION #07-**

WHEREAS, the Asset Independence Coalition (AIC), under the umbrella of the Power of We Consortium (Ingham County Human Services Collaborative), coordinates Income Tax Preparation for low and moderate income citizens; and

WHEREAS, the AIC's efforts have been funded and carried out by an ad hoc working group of non-profits in the tri-county area; and

WHEREAS, the group has successfully assisted thousands of taxpayers and helped achieve refunds of \$3,991,056 for the 2006 tax year, including \$506,306 from the Earned Income Tax Credit; and

WHEREAS, these efforts are ready for the next step of a part-time coordinator position hosted and administered by the United Way at an estimated cost of \$22,000; and

WHEREAS, the request for this base funding is being made to the Counties of Clinton, Eaton and Ingham and the City of Lansing; and

WHEREAS, these efforts assist the economic condition of those most impacted by the economy and the refunds help with the payment of delinquent taxes.

THEREFORE BE IT RESOLVED, that the County Board authorizes funding for the coordination efforts at \$8,000 to be split equally between County Board Contingency and Delinquent Tax Administration (516-25601).

BE IT FURTHER RESOLVED, that the County Controller is directed to make all necessary budget adjustments consistent with this resolution to strengthen the capacity within Ingham County for low and moderate income tax preparation assistance and asset building.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to all local taxing authorities in Ingham County.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PROVIDE FUNDING FOR MORTGAGE FORECLOSURE PREVENTION**

**RESOLUTION #07-**

WHEREAS, the incidence of predatory and sub-prime mortgage products is negatively impacting our county and the economic pressure caused by the adjustable rate mortgage products is expected to peak in March of 2008; and

WHEREAS, the volume of Sheriff Deed activity increased 66% in 2006 over 2005, as a reflection of this economic strain, and has increased another 56% in the first 6 months of 2007 compared to the similar period of 2006; and

WHEREAS, the County Treasurer has been working since last year with the City of Lansing and the non-profit community to further coordinate and increase the local counseling capacity for mortgage foreclosure prevention; and

WHEREAS, the need exists for additional counseling capacity and a communication and awareness campaign to inform the public of the services available by calling 211; and

WHEREAS, the Greater Lansing Housing Coalition (GLHC) is willing to serve as the administrative hub for increasing the communities capacity; and

WHEREAS, in addition to emergency funding for additional capacity, a funding and awareness campaign, to be lead by the Lansing Mayor, County Board Chairperson and a business community representative is being designed.

THEREFORE BE IT RESOLVED, that the County Board authorizes funding of \$30,000 to the GLHC for increased counseling capacity efforts to be equally split between County Board Contingency and Delinquent Tax Administration (516-25601).

BE IT FURTHER RESOLVED, that the County Controller is directed to make all necessary budget adjustments consistent with this resolution to strengthen the capacity within Ingham County for Mortgage Foreclosure Prevention counseling.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE ESTABLISHMENT OF THE  
BROWNFIELD COORDINATOR POSITION**

**RESOLUTION #07-**

WHEREAS, the Ingham County Board of Commissioners and the Ingham County Treasurer took action in 2005 to assume the responsibility for Public Act 258 of 2003, the Land Bank Fast Track Act; and

WHEREAS, the Ingham County Board of Commissioner approved a Brownfield Plan for the redevelopment of Ingham County Land Bank Fast Track Authority Parcels on July 24, 2007; and

WHEREAS, the Ingham County Land Bank has budgeted funds for staffing that will cover 50% of the Brownfield Coordinator Position; and

WHEREAS, the adopted Brownfield Plan includes up to \$35,000 per year in administrative funding to cover the other 50% of the Brownfield Coordinator Position; and

WHEREAS, the Brownfield and Land Bank Authority need the additional staff support to successfully manage these additional efforts to enhance the quality of life in Ingham County; and

WHEREAS, the classification was analyzed and processed by Human Resources.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the establishment of the Brownfield Coordinator position as an ICEA Professional, level 03, with a 2007 Rate Range of \$34,112 - \$40,951, effective September 1, 2007.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller to make the necessary budget adjustments and position allocation list amendments in the Treasurer's 2007 budget.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**



Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO MYERS PLUMBING & HEATING, INC. TO  
PROVIDE HVAC WORK AT BOTH THE INGHAM COUNTY SHERIFF'S OFFICE AND  
THE INGHAM COUNTY DRAIN COMMISSIONER'S OFFICE**

**RESOLUTION #07-**

WHEREAS, both the Sheriff's Office and the Drain Commissioner's Office are in need of updating their HVAC systems by replacement of A/C units; and

WHEREAS, funds for these two (2) projects have been budgeted and approved in the 2007 Capital Improvement Plan: \$15,000.00 Sheriff's Office, \$25,000.00 Drain Commissioner's Office; and

WHEREAS, the Purchasing Department combined both projects and solicited bids for HVAC replacement, after review by both the Purchasing and Facilities Departments they have recommended awarding a contract to Myers Plumbing & Heating, Inc., who was the only contractor to respond to the request for bids; Myers Plumbing will perform both projects for a cost not to exceed \$45,035, which does include the payment of prevailing wage; and

WHEREAS, the A/C Replacement Project for the Sheriff's Office came in at a much higher cost than anticipated; due to this increase we are also requesting that additional funds in the amount of \$17,095.00 be transferred from the following projects:

From 245 27599 976000 7FAC5 Drain A/C Replacement	\$8,860.00
From 245 31199 976000 7FC15 Jail Garage Door	\$4,485.00
From 245 31199 931000 7FC11 Cooling Valves	<u>\$3,750.00</u>
To 245 30199 976000 7FAC8 Replace A/C Sheriff	\$17,095.00

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Myers Plumbing & Heating, Inc., 16825 Industrial Parkway, Lansing, MI 48906 to perform A/C replacement at both the Ingham County Sheriff's Office for a cost of \$30,495.00 and the Ingham County Drain Commissioner's Office for a cost of \$14,540.00 total cost not to exceed \$45,035.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the transfer of \$17,095.00 from three 2007 Capital Improvement Plan projects into the 245 30199 976000 7FAC8 Replacement A/C Sheriff's Department Fund, and authorizes the Budget Director and the Controller 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.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO PURSUE AN AGREEMENT WITH THE CITY OF LANSING FOR THE  
MAINTENANCE AND OPERATION OF SCOTT WOODS PARK**

**RESOLUTION #07-**

WHEREAS, Ingham County has an existing long-term license from the City of Lansing for the portion of the Hawk Island Loop Trail that traverses Scott Woods Park; and

WHEREAS, the City of Lansing and Ingham County have identified a joint interest in establishing the Howard and Erna Soldan Off-Leash Dog Park within Scott Woods Park, directly adjacent to Hawk Island County Park; and

WHEREAS, a section of the Heart of Michigan Trail (River Trail South) was constructed as a joint city/county project in 2006 and traverses Scott Woods Park; and

WHEREAS, the citizen group, The Friends of Greater Lansing Dog Parks successfully raised approximately \$75,000 for construction of the Howard and Erna Soldan Off-Leash Dog Park; and

WHEREAS, the proximity of the trail section and the Howard and Erna Soldan Off-Leash Dog Park to Hawk Island County Park with the associated maintenance personnel, law enforcement personnel, and equipment resources would allow the Parks Department to patrol and maintain Scott Woods Park without an additional appropriation; and

WHEREAS, the Ingham County Parks and Recreation Commission recommends that a long-term agreement and easement for the operation of Scott Woods Park be sought from the City of Lansing transferring operational jurisdiction to Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Parks Department to pursue an easement with the City of Lansing transferring operational jurisdiction of Scott Woods Park to Ingham County.

BE IT FURTHER RESOLVED, that the County Chairperson and County Clerk are authorized to sign said contract documents consistent with this resolution after approval as to form by the County Attorney.

**COUNTY SERVICES:** Yeas: De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION ESTABLISHING A NEW CLASSIFICATION (PARK MANAGER III),  
AND RECLASSIFYING THE PARK DIRECTOR POSITION**

**RESOLUTION #07-**

WHEREAS, Potter Park and the Potter Park Zoo were recently integrated into the Ingham County Parks system; and

WHEREAS, that action resulted in more than doubling the Parks and Recreation Commission's budget and the number of permanent employees assigned to the department; and

WHEREAS, the Parks Board unanimously supports the reclassification of the affected positions; and

WHEREAS, the Human Resources Department has reviewed the affected positions and made a recommendation upon which this resolution is based.

THEREFORE BE IT RESOLVED, the classification of Park Manager III be established and compensated, at the MCF-11 level, with a \$59,383 - \$71,277 annual rate range for 2007, effective July 1, 2007.

BE IT FURTHER RESOLVED, that the position of Parks Director be reclassified to pay grade MCF-14 level, with a \$73,486 - \$88,204 annual rate range for 2007, effective July 1, 2007.

BE IT FURTHER RESOLVED, that the differential between the reclassifications be captured from the 2006 Potter Park Zoo Millage.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING NEW SIGNAGE FOR THE POTTER PARK ZOO TO BE  
LOCATED ON PENNSYLVANIA AVENUE**

**RESOLUTION #07-**

WHEREAS, the electorate of Ingham County overwhelmingly approved the millage proposal in November of 2006 to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

WHEREAS, a concept of a new Potter Park Zoo sign to be located on Pennsylvania Avenue received support from the Zoo Transition Team; and

WHEREAS, several designs were reviewed by the Zoo Transition Team, members of the Potter Park Zoological Society, and staff of the Potter Park Zoo; and

WHEREAS, the concept presented by Custom Signworks Plus, Inc. was chosen by members of staff of the Potter Park Zoo; and

WHEREAS, the Ingham County Parks and Recreation Commission and the Zoo Board recommend that the Ingham County Board of Commissioners authorize the new Pennsylvania Avenue signage for the Potter Park Zoo.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of up to \$15,685 from the proceeds of the Potter Park and the Potter Park Zoo millage to the Capital Land Improvement line item (258-69200-974000-31200) to be used to construct the new signage and authorizes the Budget Director and the Controller to make the necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are hereby authorized to sign any necessary documents upon approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan

**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING THE 2007 BUDGET**

**RESOLUTION #07-**

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Ingham County government; its taxpayers, and its residents to maintain sufficient financial reserves to provide for the stable operation of the county government; to assure that the County's financial obligations will be met; and to assure continuance of a strong credit rating; and

WHEREAS, the Board of Commissioners, through Resolution #02-17 has adopted a Financial Reserve Policy to guide decisions regarding the maintenance of sufficient financial reserves; and

WHEREAS, the Financial Reserve Policy and the status of county reserves is to be reviewed on an annual basis; and

WHEREAS, such a review has been done by the Controller, based on 2006 year end balances, and a report with recommendations has been given to the Finance Committee; and

WHEREAS, the Controller has recommended that certain transfers be made and that funds continue to be reserved in order to recognize the unfunded liability associated with retiree health care; and

WHEREAS, the Finance Committee is recommending that certain transfers be made and that funds continue to be reserved in order to recognize the unfunded liability associated with retiree health care.

THEREFORE BE IT RESOLVED, that the 2007 budget be amended to authorize a transfer of \$360,000 from the General Fund to the Budget Stabilization Fund in order to maintain the balance at its current level of 14% of the average of the last five years General Fund Budget.

BE IT FURTHER RESOLVED, that the 2007 Budget be amended to authorize a transfer of \$240,000 from the General Fund to the Public Improvement Fund in anticipation of future capital improvement needs.

BE IT FURTHER RESOLVED, that \$1 million of the General Fund balance be designated for unfunded retiree health insurance liabilities.

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

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None

**Absent:** Grebner

**Approved 8/22/07**

Introduced by the Human Services Committee

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION HONORING PATRICIA LAMISON**

**RESOLUTION #07-**

WHEREAS, Patricia (Pat) Lamison began her employment with the Ingham County MSU Extension Office in 1976; and

WHEREAS, as an Extension Educator in the Children, Youth, and Families program area, Patricia has touched the lives of thousands of Ingham County youth and families through her programming in family financial management, parenting, youth development and many others; and

WHEREAS, as a capstone to her career, Pat has been strongly committed to 4-H Youth Development by empowering youth and adults to improve their lives through volunteer and leadership opportunities; and

WHEREAS, on August 31, 2007, Pat will be retiring from Michigan State University.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Patricia Lamison for her 31 years of dedicated service to the Ingham County MSU Extension Office and the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Board appreciates the contributions and commitment she has made to the community and wishes her continued success in her future endeavors.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT AMENDMENTS TO THE INGHAM  
COMMUNITY HEALTH CENTER BOARD BYLAWS**

**RESOLUTION #07-**

WHEREAS, Ingham County operates a network of community health centers that provide outpatient ambulatory primary care health care services to 25,000 medically underserved individuals annually; and

WHEREAS, Ingham County operates seven health centers that are designated through the Centers for Medicare and Medicaid Services as Federally Qualified Health Centers (FQHC); and

WHEREAS, Congress has enacted preferential payment policy for FQHCs that helps ensure adequate reimbursement for care provided to Medicare and Medicaid beneficiaries, thus allowing federal and other grant funds to be used to provide care to the uninsured; and

WHEREAS, the FQHC Program as established through Section 330 of the Public Health Services Act requires a governing board with a majority of members who are patients of the health center; and

WHEREAS, the U.S. Department of Health and Human Services has provided guidance that this governance requirement can be filled by a public entity FQHC through a co-applicant Community Health Center Board and a Board of Commissioners; and

WHEREAS, the Community Health Center Board must have established Bylaws in order to ensure compliance with federal statute and programmatic requirements as stipulated by Section 330 of the Public Health Services Act; and

WHEREAS, in December 2002, the Board of Commissioners adopted Resolution No. 02-294 and authorized the Bylaws for the Ingham Community Health Center Board; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Ingham Community Health Center Board's amended Bylaws as presented.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the Bylaws' changes as developed by the Ingham Community Health Center Board of Directors.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None    **Absent:** None    **Approved 7/16/07**



**June 24, 2007**

**INGHAM COMMUNITY HEALTH CENTER**

**BOARD BYLAWS**

## **BYLAWS**

### **INGHAM COMMUNITY HEALTH CENTER BOARD**

#### **ARTICLE I -- NAME**

The name of this Board shall be the Ingham Community Health Center Board (hereinafter "Community Health Center Board" or "Health Center Board").

#### **ARTICLE II -- PURPOSE**

The Community Health Center Board will assist the Ingham County Board of Commissioners (hereinafter "Ingham County Board of Commissioners" or "Board of Commissioners") and the Ingham County Health Department (hereinafter "Ingham County Health Department" or "Health Department"), a department of Ingham County pursuant to MCL 333.2413, to implement health services for Ingham County residents through a network of community health centers operated by the Health Department. These services represent a significant effort by the County to assure that low-income Ingham County residents have access to an organized system of health care, and to assure that County residents have adequate access to categorical public health programs and services, including family planning, sexually transmitted diseases diagnosis and treatment, breast and cervical cancer control, and immunizations. The Community Health Center Board, the Board of Commissioners and the Health Department shall be particularly committed to meeting the health care needs of at-risk populations, including women during the child-bearing years, children, minorities and other underserved populations.

The Community Health Center Board shall participate in the planning of and serve as a co-applicant for a grant application to the U.S. Department of Health and Human Services, Health Resources and Services Administration, Bureau of Primary Health Care, under Section 330 of the Public Health Services Act for operation of a Federally Qualified Health Center and for application for operation of a Federally Qualified Health Center Look-Alike Entity. The Community Health Center Board shall monitor the Health Department's implementation of the Grant, if applicable.

#### **ARTICLE III -- OBJECTIVES**

1. To arrange for the provision of comprehensive primary care services to residents of the medically underserved areas of Ingham County.
2. To increase the accessibility of primary care services to uninsured/underinsured population groups which experience a shortage of primary care.
3. To assure that the Community Health Centers provide high quality primary care services.

4. To develop an integrated primary care program with other community health resources including ongoing public health services.
5. To support the Ingham County objective of assuring that all County residents have access to an organized system of health care.
6. To support Ingham County in its efforts to make categorical public health services (such as family planning, sexually transmitted disease prevention, diagnosis and treatment, breast and cervical cancer control, WIC and immunizations) available to the general population and especially to at-risk subgroups, including women in childbearing years, children, and minorities.

#### **ARTICLE IV -- AUTHORITY OF INGHAM COUNTY BOARD OF COMMISSIONERS**

The Ingham County Board of Commissioners is elected and operates under provisions of Article VII of the 1963 Michigan Constitution and Public Act 156 of 1851, MCL 46.1 *et seq.* The Ingham County Board of Commissioners has the responsibility to represent the County and for the care and management of the business of the County. MCL 46.11(l). The Board of Commissioners has the authority to establish rules and regulations in reference to the management of the interest and business concerns of the County as the Board considers necessary and proper in all matters not especially provided for by law. MCL 46.11(m). Pursuant to statute, the Board of Commissioners is required to provide for a county health department to serve the needs of the community. MCL 333.2413.

The Ingham County Board of Commissioners, acting on behalf of Ingham County, shall serve as the public entity applicant, together with the Health Center Board as co-applicant, for grants under Section 330 of the Public Health Services Act.

#### **ARTICLE V -- SIZE AND COMPOSITION**

##### **A. Size**

The Community Health Center Board shall consist of not less than thirteen (13) and not more than seventeen (17) members.

##### **B. Composition**

1. A majority of the Community Health Center Board members shall be individuals who are or will be served by the Community Health Centers and who, as a group, represent the individuals being served or to be served in terms of demographic factors, such as race, ethnicity and gender.
2. No more than one-half of the remaining members of the Board may be individuals who derive more than ten percent (10%) of their annual income from the health care industry.
3. The remaining Community Health Center Board members shall be representatives of the community in which the catchment area is located and shall be selected for their expertise in community affairs, local government, finance and banking, legal affairs, trade unions, and other commercial and industrial concerns, or social service agencies within the community.

4. No more than two (2) Community Health Center Board members may be Ingham County Board of Commissioners members.
5. No Community Health Center Board member shall be an employee of a Health Department Community Health Center or the spouse or child, parent, brother or sister by blood or marriage of such an employee.
6. Conflicts of interest, as defined by Michigan law, or the appearance of conflicts of interest, shall be prohibited.
7. The Deputy Health Officer for Community Health Care Services shall provide logistical and managerial assistance to the Community Health Center Board.

## **ARTICLE VI -- MEMBERSHIP AND TERMS OF OFFICE**

### **A. Board Appointments**

On an annual basis, the Community Health Center Board shall present between one (1) and three (3) nominations for each vacant seat on the Community Health Center Board for consideration and appointment. The Community Health Center Board shall solicit nominations from the community serviced by the Centers, community organizations, and health organizations. The Board of Commissioners shall make appointments from the slate of nominees presented by the Community Health Center Board. The Community Health Center Board and the Board of Commissioners will use their best efforts to maintain the same ratio of consumer members, provider members and consumers-at-large as set out in Article V above.

### **C. Terms of Office**

Members shall be appointed for terms of two (2) years and shall serve until his/her successor is appointed and qualified. Members may serve no more than three (3) consecutive full terms of office.

### **D. Removal**

Any member of the Community Health Center Board may be removed for just cause upon 2/3 vote of the Ingham Community Health Center Board after notice and an opportunity to be heard. Just cause includes but is not limited to unexcused absence from three consecutive Board meetings, or the failure to attend 75% of the meetings in any calendar year. An unexcused absence is defined as an absence of which the chair was not notified in advance of the meeting.

### **E. Vacancies and Resignations**

Any vacancies occurring on the Board shall be filled in the same manner as subsequent appointments are made, following the guidance in Section B. Subsequent Appointments, above. In the process of filling vacancies, the Community Health Center Board shall extend their best efforts to maintain the Health Center Board's composition of consumer members, provider members and consumers-at-large. Any Health Center Board member appointed to fill a vacancy shall be appointed for the unexpired term of her/his predecessor in office.

All resignations must be in writing and submitted to the Health Center Board Chairperson thirty (30) days prior to effective date.

## **F. Compensation**

Members of the Community Health Center Board shall serve without compensation. However, members may be reimbursed for reasonable expenses actually incurred related to their service on the Health Center Board when such expenses are funded in the budget and authorized by the Health Center Board. Authorization is required before expenses are actually incurred.

## **ARTICLE VII -- MEETINGS AND VOTING**

### **A. Annual Meeting**

The annual meeting of the Community Health Center Board shall be held in October at a place to be decided by the Health Center Board.

### **B. Regular and Special Meetings**

Regular meetings of the Community Health Center Board shall be held monthly at a time and place to be decided by the Health Center Board. All regular meetings of the Health Center Board shall be conducted according to the Michigan Open Meetings Act (P.A. 267 of 1976). The agenda of each meeting will be distributed to the membership not later than two (2) business days prior to each meeting. The agenda may be modified by a majority vote of the members present.

Special meetings may be called by the Chairperson or by four (4) members of the Health Center Board, at such time and place as may be deemed necessary. All special meetings shall be conducted in accordance with the Michigan Open Meetings Act (P.A. 267 of 1976).

### **C. Notice of Special Meetings**

Community Health Center Board members shall be notified of the time, place and purpose of all special meetings of the Health Center Board at least two (2) days prior by facsimile, correspondence, or hand delivery in person. Notices of special meetings of the Health Center Board shall specify the business to be transacted at the special meeting, and no other business except that specified shall be considered at the special meeting.

### **D. Quorum**

A majority of the Community Health Center Board members appointed and serving shall constitute a quorum for the transaction of business.

### **E. Voting**

All questions shall be decided by majority vote of the Community Health Center Board members present and voting except as may be provided by statute or these bylaws.

## **ARTICLE VIII -- OFFICERS AND STAFF ASSISTANCE**

### **A. Officers**

The officers of the Community Health Center Board shall be the Chairperson, Vice-Chairperson, and Secretary.

### **B. Election and Terms of Office**

The officers shall be elected by the Community Health Center Board during the annual meeting and shall take office immediately thereafter. Terms of office shall be for one (1) year or until their successors are elected. Officers shall be elected at the first meeting of the Health Center Board and shall serve until the first annual meeting thereafter.

### **C. Removal**

Any officer elected by the Community Health Center Board may be removed by the Health Center Board with two-thirds majority vote after notice and an opportunity to be heard.

### **D. Vacancy**

The unexpired term of an officer not completing his or her term shall be filled by a majority vote of the Community Health Center Board at the next regular meeting after the vacancy or at a special meeting called for that purpose. A majority vote of the total Health Center Board membership shall be necessary to elect an officer.

### **E. Chairperson**

The Chairperson shall be elected by a majority of the Community Health Center Board membership and shall preside at all meetings of the Health Center Board. The Chairperson shall make appointments to committees, with approval of a majority of Health Center Board members. The Chairperson shall arbitrate jurisdictional disputes between Health Center Board committees. The Chairperson shall be kept advised of the affairs of the Health Centers and ensure that all directives and policies are carried into effect. The Chairperson shall perform other duties as may be assigned by the Community Health Center Board.

### **F. Vice-Chairperson**

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson and shall perform such other duties as from time to time may be assigned by the Community Health Center Board.

### **G. Secretary**

The Secretary shall keep the minutes of all meetings of the Community Health Center Board. The Secretary shall give notices of all meetings of the Board in accordance with the provisions of these bylaws or as required by statute or resolution. The Secretary shall perform other duties as assigned by the Community Health Center Board.

#### **H. Deputy Health Officer for Community Health Care Services**

The Deputy Health Officer for Community Health Care Services shall be primarily responsible for the management and operation of the Community Health Centers. The Community Health Center Board shall have the authority to suspend, remove, appoint and/or reappoint a person to the position of Deputy Health Officer for Community Health Care Services in accordance with the Ingham County Managerial and Confidential Employee Personnel Manual and other procedures and policies of the Board of Commissioners. The Community Health Center Board shall participate in the annual performance evaluation of the Deputy Health Officer for Community Health Care Services, to be conducted in accordance with U.S. Department of Health and Human Services Bureau of Primary Health Care Program expectations and Ingham County personnel policies.

#### **I. Staff Assistance**

The Deputy Health Officer for Community Health Care Services shall ensure that secretarial and/or stenographic assistance, and Community Health Center or Ingham County staff assistance, if appropriate, is provided to the Community Health Center Board and committee meetings and to the Chairperson in the performance of his/her Health Center Board authorized duties, as may be reasonably requested.

### **ARTICLE IX -- COMMITTEES**

#### **A. Ad-hoc Committees**

The Community Health Center Board may establish ad-hoc committees as it deems necessary to carry out the purpose and objectives of the Health Center. The Chairperson, with the consent of a majority of Health Center Board members, may appoint Health Center Board members to these committees. Non-Health Center Board members may also serve on ad-hoc committees. Ad-hoc committees shall be advisory in nature.

#### **B. Standing Committees**

The Chairperson of the Community Health Center Board shall, from among Health Center Board members, appoint with the concurrence of a majority of Health Center Board members, the following standing committees:

1. A Finance Committee composed of four to five (4 -5) members of the Community Health Center Board shall meet annually to develop the recommended Community Health Center Network budget. The budget must be jointly approved by the Community Health Center Board and the Board of

Commissioners. The Community Health Center Board in collaboration with the Board of Commissioners (public entity) must approve any major change in the budget.

2. A Planning and Development Committee composed of four to five (4 -5) Community Health Center Board members shall be responsible for developing the goals and objectives of the Community Health Center Network for monitoring and evaluating their implementation and progress, and for reviewing the Board's by-laws. Additionally, this Committee will monitor local, state, and federal issues regularly informing the Board of these issues.

3. A Personnel Committee composed of four to five (4 -5) Community Health Center Board members shall meet annually to provide recommendations to the Community Health Center Board regarding the performance evaluation of the Deputy Health Officer for Community Health Care Services. The Personnel Committee will also be responsible for recommending a slate of candidates to fill the Community Health Center Board officer positions for the coming year. The recommendations shall be submitted to the Community Health Center Board during the last meeting prior to the Annual Meeting. In addition to the slate recommended by the Personnel Committee, additional nominations may be made by a member or members of the Health Center Board from the floor at the Annual Meeting.

4. A Clinical Operations Committee composed of four to five (4 -5) Community Health Center Board members shall be responsible for establishing all Community Health Center Network policies and procedures, except for personnel and fiscal policies and procedures (retained by Board of Commissioners).. This Committee recommends the approval of the annual quality assurance/quality improvement plan to the full board, monitors the plan's implementation and results. This Committee will meet at least quarterly.

The function of the standing committees are advisory in nature. Any action or decision must be approved by the Community Health Center Board. No committee or individual member may decide any matter or action without specific Community Health Center Board approval. The Community Health Center Deputy Health Officer for Community Health Care Services shall be a non-voting member of all committees.

### **C. General Committee Procedures**

1. Term: Each standing committee, except the Nominating Committee, shall be appointed at the annual meeting of the Community Health Center Board and shall serve for the ensuing year. Committee chairpersons shall also serve for the ensuing year.

2. Meeting Procedure: Every meeting of a standing committee of the Community Health Center Board shall be called by its chairperson or by a majority of committee members. At the first meeting of a standing committee, a meeting schedule shall be determined. In the event that a special meeting is necessary, committee members shall be notified of the time, place and purpose of the special committee meeting at least two (2) business days prior by facsimile, correspondence, or hand delivery in person. A quorum for the conduct of committee business shall require the presence of a majority of the committee members. All committee meetings of the Health Center Board shall be



conducted according to the Open Meetings Act (P.A. 267 of 1976).

3. Membership: Only Community Health Center Board members may be appointed to standing committees of the Health Center Board. The Community Health Center Board may request that non-Health Center Board members attend Health Center Board meetings to provide assistance or information.

4. Voting: When a committee meets and votes on an issue, only members of that committee may vote. Community Health Center Board members who are present and who are not members of the committee may not vote. Community Health Center committees are advisory in nature and all actions shall be forwarded for review and action/inaction to the full Community Health Center Board.

## **ARTICLE X -- RESPONSIBILITIES OF THE COMMUNITY HEALTH CENTER BOARD**

### **A. Personnel Policies and Procedures**

The Community Health Center Board, through its Cooperative Operational Agreement, shall be bound by the Ingham County personnel policies and procedures, including all collective bargaining agreements negotiated between Ingham County and the legal representatives of employees. These agreements and policies include selection and dismissal procedures, performance appraisal procedures, salary and benefit scales, employee grievance procedures, and equal opportunity and non-discrimination practices as established by the Ingham County Board of Commissioners.

### **B. Deputy Health Officer for Community Health Care Services**

The Community Health Center Board shall have the authority to suspend, remove, appoint and/or reappoint a person to the position of Deputy Health Officer for Community Health Care Services, in accordance with the Ingham County Managerial and Confidential Employee Personnel Manual and other procedures and policies of the Ingham County Board of Commissioners. The Deputy Health Officer for Community Health Care Services shall be an employee of Ingham County.

The Community Health Center Board, upon recommendation of the Health Center Personnel Committee, shall participate in the annual performance evaluation of the Deputy Health Officer for Community Health Care Services with the Ingham County Health Director. The performance evaluation shall be conducted in accordance with Federal Bureau of Primary Health Care expectations and Ingham County personnel policies.

### **C. Financial Management**

The Community Health Center Board shall annually review the budget prepared by the Ingham County Health Department for the operation of the Community Health Centers, after review and recommendation by the Community Health Center Budget Committee. The Community Health Center Board shall advise the Ingham County Board of Commissioners regarding this budget. The Community Health Center Board shall review and approve the annual Section 330 grant budget and

recommend this budget to the Board of Commissioners, after review and recommendation by the Community Health Center Budget Committee, at the time set forth in Article IX.B.2. The Community Health Center Board and the Board of Commissioners shall jointly approve the annual Section 330 budget submitted to the Bureau of Primary Health Care. The Community Health Center Board shall review and approve any budget requirements to maintain the Federally Qualified Health Center Look-Alike status and recommend such budget to the Ingham County Board of Commissioners, after review and recommendation by the Community Health Center Budget Committee.

The Community Health Center Board shall review management reports to support the Health Department and the Board of Commissioners in the operation of the Community Health Centers. The Community Health Center Board shall provide assurance to the Federal Bureau of Primary Care that the Community Health Centers shall operate within the adopted budget. As set forth in Michigan law, the Community Health Center Board shall recommend to the Ingham County Board of Commissioners a fee schedule for the services provided through the Community Health Centers and shall recommend to the Board of Commissioners policies for discounting fees (i.e. sliding fee scale) based on patient/family income.

Audits, as required by law for the 330 Grant Agreement and for Federally Qualified Health Center Look-Alike Entities, shall be performed by an independent auditor. The audits may be performed in conjunction with other Ingham County audits.

#### **D. Evaluate Health Center Activities**

The Community Health Center Board shall evaluate utilization patterns, productivity, patient satisfaction, and achievement of project objectives of the Health Centers, and shall develop and implement a process for hearing and resolving patient grievances.

#### **E. Compliance With Laws**

The Community Health Center Board shall assure that the Community Health Centers are operated in compliance with applicable Federal, State and local laws and regulations.

#### **F. Health Care Policies**

The Community Health Center Board shall work with the Ingham County Board of Commissioners to establish policies for health care delivery, including those dealing with the scope, availability and types of services, location and hours of services, and quality of care audit procedures. The recommended policies will assist the Health Department and the Board of Commissioners to implement the objectives set out in Article III of these By-laws.

#### **G. Grants**

The Community Health Center Board shall work with the Health Department and the Board of Commissioners to identify and make application for grant opportunities.

## **H. Administrative Assistance**

The Deputy Health Officer for Community Health Care Services shall provide the administrative assistance necessary to fulfill the Community Health Center Board's responsibilities.

## **I. Conflict of Interest**

No employee, officer or agent shall participate in the selection, award or administration of a contract supported by Federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, or any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees and agents of the recipient shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreements. However, recipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employers or agents of the recipients.

## **ARTICLE XI -- FISCAL YEAR**

The fiscal year of the Community Health Center Board shall be October 1 through September 30.

## **ARTICLE XII -- ORDER OF BUSINESS**

The order of business of the Community Health Center Board at its regular and annual meetings, unless changed by a majority vote of its members, shall be as follows:

### Regular Meeting

1. Call to order and Roll Call
2. Approval of agenda
3. Approval of minutes
4. Public Comment (limited to 3 minutes unless extended by the Chairperson)
5. Reports
  - a. Deputy Health Officer for Community Health Care Services
  - b. Deputy Medical Director
  - c. Committees
6. Old business
7. New business
8. Public Comment
9. Adjournment

### Annual Meeting

1. Call to order and Roll Call
2. Approval of agenda

3. Approval of minutes
4. Public Comment (limited to 3 minutes unless extended by the Chairperson)
5. Chairperson's annual report
6. Election of Community Health Center Board Officers
7. Old business
8. New business
9. Public Comment
10. Adjournment

### **ARTICLE XIII -- AMENDMENTS**

These bylaws may be amended at a regular meeting of the Community Health Center Board by a two-thirds vote of the entire membership of the Health Center Board, only after the proposed change has been presented and discussed at a previous regular meeting. Amendments to the bylaws do not become effective until ratified by the Ingham County Board of Commissioners.

### **ARTICLE XIV -- PROXY**

An absent Community Health Center Board member shall not be allowed to vote by proxy.

### **ARTICLE XV -- PARLIAMENTARY AUTHORITY**

The Parliamentary Authority of the Community Health Center Board shall be Mason's Manual of Legislative Procedure.

### **CONCLUSION**

To the extent that any of the Ingham Community Health Center Board By-laws are contrary to statutory requirements or Ingham County Board of Commissioners' authorization, they shall be of no force or effect.

**AUGUST 28, 2007**  
**Agenda Item No. 21**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING TRI-COUNTY OFFICE ON AGING'S ANNUAL IMPLEMENTATION  
PLAN FOR FISCAL YEAR 2008**

**RESOLUTION #07-**

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, produced the Annual Implementation Plan Fiscal Year 2008 as required by the Older Americans Act and the Older Michigianians Act; and

WHEREAS, the Ingham County Board of Commissioners has reviewed the Tri-County Office on Aging's Annual Implementation Plan Fiscal Year 2008.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the Tri-County Office on Aging's Annual Implementation Plan Fiscal Year 2008 as presented.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A CONTINGENCY APPROPRIATION TO THE DEPARTMENT OF HUMAN SERVICES 2006-07 CHILD CARE FUND BUDGET**

**RESOLUTION #07-**

WHEREAS, the Ingham County Department of Human Services (DHS) has identified a significant increase in projected expenses from primarily a substantial increase in institutional care placement costs for the 2007 Child Care Fund budget; and

WHEREAS, the DHS is requesting the Ingham County Board of Commissioners to increase their 2007 budget appropriation accordingly.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase in the DHS 2007 Child Care Fund budget appropriation by \$30,000.

BE IT FURTHER RESOLVED, that the Controller is directed to transfer \$30,000 from the 2007 Contingency Fund and to amend the 2007 DHS budget by increasing it in total by \$60,000 to include a match from the State of Michigan, in the amount of \$30,000 in accordance with this resolution.

BE IT FURTHER RESOLVED, that the DHS shall continue to monitor institutional care placement costs as part of its efforts to stay within budget prior to any further appropriations being made for this purpose.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2006-2007 COMPREHENSIVE  
PLANNING, BUDGETING AND CONTRACTING AGREEMENT WITH THE MICHIGAN  
DEPARTMENT OF COMMUNITY HEALTH**

**RESOLUTION #07-**

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

WHEREAS, the Michigan Department of Community Health (MDCH) and Ingham County have historically entered into contracts to clarify the role and responsibility of each party in protecting the public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2006-2007 Agreement for the delivery of public health services under the Comprehensive, Planning, Budgeting and Contracting (CPBC) process to clarify roles and responsibilities, including funding relationships, authorized by Resolution No. 06-227 and amended by Resolution No. 06-330; and

WHEREAS, the MDCH has proposed a third amendment to the 2006-2007 CPBC to implement an AIDS Referral and Care program, 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 2006-2007 Comprehensive Planning, Budgeting, and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the amendment shall: 1) Add/revise information in Section IV – Payment and Reporting Procedures; 2) Add/revise information in Attachment III – Program Specific Assurances and Requirements; and 3) Incorporate Attachment IV – Funding/Reimbursement Matrix for the Local Public Health Operations (LPHO) and categorical budget detail, output measures and performance reimbursement criteria.

BE IT FURTHER RESOLVED, that the net adjustment in state/federal funding shall be an increase of \$139,322 from \$4,545,220 to \$4,684,542 and that the Controller is authorized to amend the Health Department's 2007 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**



**AUGUST 28, 2007**  
**Agenda Item No. 24**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT TO LEASE AGREEMENT  
WITH JWJ COMPANY, LLC**

**RESOLUTION #07-**

WHEREAS, on June 1, 2005, Ingham County entered into a lease agreement with JWJ Company, LLC which authorized in Ingham County to occupy 7,300 square feet at 5656 S. Cedar Street, Lansing MI to house the Bureau of Health Plan Management Services and the Breast and Cervical Cancer Control Program; and

WHEREAS, the lease agreement will expire on May 31, 2010; and

WHEREAS, the Health Department has requested that the lease agreement be amended to include 48 square feet of storage space; and

WHEREAS, JWJ Company, LLC has agreed to amend the lease agreement to include 48 square feet of storage space in the warehouse at 5656 S. Cedar, Lansing, MI at the rate of \$7.00 per square foot; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners amend the lease agreement with JWJ Company, LLC; and

WHEREAS, all other terms and conditions of the lease shall continue in full force and effect.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of an amendment to the lease agreement with JWJ Company, LLC to include 48 square feet of storage space in the warehouse at 5656 S. Cedar, Lansing, MI at the rate of \$7.00 per square foot.

BE IT FURTHER RESOLVED, that the period of the amendment shall be July 1, 2007 through May 31, 2010.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amending documents after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino  
**Nays:** None      **Absent:** None      **Approved 8/20/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA  
COMMUNITY SERVICES TO SERVE EARLY HEAD START CHILDREN THROUGH THE  
JUMP START PROGRAM**

**RESOLUTION #07-**

WHEREAS, Capital Area Community Services (CACS) manages the Head Start Program to provide early education and growth programming to a younger at-risk population; and

WHEREAS, CACS has contracted with Ingham County to incorporate a para-professional outreach component to the programming through the Jump Start Program; and

WHEREAS, Capital Area Community Services has proposed to continue the services for the period August 1, 2007 to July 31, 2008; and

WHEREAS, the Health Department has proposed to continue such programming as part of its Jump Start Initiative; and

WHEREAS, the Health Officer has advised that this agreement is anticipated in the 2008 budget and has recommended that the Board of Commissioners authorize the continuation of the agreement with Capital Area Community Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Capital Area Community Services to provide para-professional outreach worker services to support the Early Head Start Program.

BE IT FURTHER RESOLVED, that the period of the agreement will be August 1, 2007 to July 31, 2008.

BE IT FURTHER RESOLVED, that Capital Area Community Services will provide Ingham County with up to \$62,295, to support para-professional outreach services to the Early Head Start Program.

BE IT FURTHER RESOLVED, that the Health Department is required by the grant agreement to provide, as a non-federal share, an in-kind match in an amount of at least \$15,574 which shall constitute supervisor wage/salary and benefits, indirect, facilities, advisory committee participation and parent participation.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CHILD CARE TRAINING AGREEMENT  
WITH THE MICHIGAN 4C ASSOCIATION FOR FISCAL YEAR 2008**

**RESOLUTION #07-**

WHEREAS, the Office for Young Children provides information and referral, training, and other services to day care organizations and to parents of children in Ingham, Clinton, Eaton and Shiawassee Counties; and

WHEREAS, the Michigan Community Coordinated Child Care (4C) Association Training Contract has provided financial support for these services for many years acting as the fiduciary agent for the Michigan Early Childhood Investment Corporation; and

WHEREAS, the Michigan 4C Association is proposing to continue the agreement for Fiscal Year 2008; and

WHEREAS, the Health Department's 2008 budget anticipated a continuation of 4C services and funding; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the proposed contract with the Michigan 4C Association.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a Child Care Training Agreement with the Michigan 4C Association.

BE IT FURTHER RESOLVED, that the agreement period shall be October 1, 2007 through September 30, 2008 and that the Michigan 4C Association shall reimburse Ingham County up to \$57,100 for services provided pursuant to the agreement.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Hertel, Grebner, Bahar-Cook, Schor, Soule, Severino

**Nays:** None      **Absent:** None      **Approved 8/20/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** None      **Absent:** Grebner      **Approved 8/22/07**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ESTABLISHMENT OF THE SAMUEL D. INGHAM ACADEMY  
PILOT PROGRAM FOR JUVENILES UNDER THE JURISDICTION OF THE COURT**

**RESOLUTION #07-**

WHEREAS, as a result of the passage of the 2002 Juvenile Millage, Ingham County contracted with Chinn Planning, Inc. to provide recommendations and to develop an Action Plan for a Juvenile Justice Continuum of Care to appropriately treat delinquent and disturbed youth in Ingham County; and

WHEREAS, the Ingham County Board of Commissioners has encouraged the compliance of the recommendations made in the University of Cincinnati Division of Criminal Justice, Center for Criminal Justice Research (CCJR) Report and the Chinn Report, in order to provide best practices with the delinquent and disturbed youth under the jurisdiction of the Court; and

WHEREAS, the Court has submitted a report that included a recommendation of supporting an alternative day school for Court youth; and

WHEREAS, a task force was formed to develop a continuum of care plan, and this task force submitted a report that recommended support for an alternative day school for court youth; and

WHEREAS, a significant percentage of the youth served by the Court have significant educational needs which can be met through community-based programming directed by the Court; and

WHEREAS, the Court has the goal of providing educational services to a minimum of 15 youth for the 2007/2008 school year at the Grady Porter Building, in partnership with the Ingham Intermediate School District and Highfields; and

WHEREAS, the Court will develop a funding proposal to continue the program through a full academic year.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the establishment of the Samuel D. Ingham Academy pilot program serving a minimum of 15 youth, under the jurisdiction of the Court, for the 2007/2008 school year.

BE IT FURTHER RESOLVED, that the Controller is directed to make the necessary budgetary transfers of up to \$36,000 within the 2006/2007 Child Care Fund Budget to contract with Highfields or the Ingham Intermediate School District for academic support for the school, contingent upon the obtainment of approval for the program to operate as an alternative day school.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the establishment of two temporary classrooms for the Academy on the 3<sup>rd</sup> floor of the Grady Porter Building (GPB) in space previously designated for future growth (Room 328), including the construction of a wall and a doorway to the hall for the 2<sup>nd</sup> classroom, as well as use of Conference Room D, and the Alternate Hearing Room (Room 319)

with costs of renovation not to exceed \$2,500 to come from within the existing budget of the Circuit Court – Juvenile Division.

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

**JUDICIARY: Yeas:** Bahar-Cook, Schor, Nolan, Schafer  
**Nays:** None      **Absent:** Weatherwax-Grant, Holman      **Approved 8/16/07**

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/22/07**

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING CONTRACT AMENDMENTS WITH LANSING AND EAST  
LANSING FOR 911 CENTER 2007/08 OPERATIONS**

**RESOLUTION #07-**

WHEREAS, the Ingham County Board of Commissioners has established a 911 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County emergency dispatch system and a policy that reserves twenty percent of the total revenues per year for these purposes and eighty percent for operational expenses by the two 911 Centers; and

WHEREAS, under this policy the Lansing and East Lansing 911 Centers' 2007/08 operational budgets would not receive the full ninety-five per cent (95%) reimbursement this fiscal year due to their costs exceeding eighty percent (80%) of the total 911 2007/08 revenues.

WHEREAS, the City of Lansing and City of East Lansing 911 Centers' have requested that reimbursement for fiscal year 2007/08 be fully funded at the traditional ninety-five percent (95%) of cost for their operational budgets.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation out of the 911 Emergency Telephone Dispatch Services Budget by approving the full ninety-five percent (95%) reimbursement of the City of East Lansing's 2007/08 operational budget of up to \$1,206,305 and by approving the full ninety-five percent (95%) reimbursement of the City of Lansing's 2007/08 operational budget of up to \$5,150,270.

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

**LAW ENFORCEMENT: Yeas:** Copedge, Tennis, Celentino, De Leon

**Nays:** Schafer      **Absent:** Holman      **Approved 8/16/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Hertel, Tennis, Dougan

**Nays:** Grebner      **Absent:** None      **Approved 8/22/07**

Introduced by the Law Enforcement, County Services, and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ESTABLISH A HALF-TIME SYSTEM ADMINISTRATOR POSITION FOR THE  
INGHAM COUNTY PUBLIC SAFETY RADIO SYSTEM**

**RESOLUTION #07-**

WHEREAS, the Public Safety Radio Communications System in Ingham County has recently been upgraded;  
and

WHEREAS, the 911 Advisory Committee has determined that it is necessary to establish a half-time System Administrator Position to be responsible for the operation of the system and serve as a point of contact for end users and system vendors; and

WHEREAS, a position description for this position has been developed and approved by the 911 Advisory Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes a half-time System Administrator position TOPS Union (UAW) with a salary grade of H (\$18,052 to \$21,670 2007 wages) under the direction of the Sheriff's Office, Technical Services Lieutenant and funded from the Ingham County 911 Fund.

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

BE IT FURTHER RESOLVED, that these actions are effective September 1, 2007.

**LAW ENFORCEMENT: Yeas:** Copedge, Tennis, Celentino, De Leon, Schafer  
**Nays:** None      **Absent:** Holman      **Approved 8/16/07**

**COUNTY SERVICES: Yeas:** De Leon, Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/21/07**

**FINANCE: Yeas:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None      **Absent:** None      **Approved 8/22/07**