

COUNTY SERVICES COMMITTEE  
January 15, 2019  
Draft Minutes

Members Present: Celentino, Grebner, Koenig (arrived at 6:03 p.m.), Maiville, Naeyaert, Sebolt, and Stivers (arrived at 6:11 p.m.).

Members Absent: None.

Others Present: Tim Dolehanty, Sue Graham, Michelle Beloskur, Tim Morgan, Carla Clos, Paul Pratt, Bill Conklin, Jim Hudgins, Becky Bennett, Matt Nordfjord, Ryan Buck, Tracy Smith, Stacy Byers, Lindsey LaForte, Tyler A Smith, and others.

The meeting was called to order by Chairperson Celentino at 6:00 p.m. in Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the December 4, 2018 Meeting Minutes

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE DECEMBER 4, 2018 COUNTY SERVICES COMMITTEE MEETING.

THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Stivers.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. MAIVILLE, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Drain Commissioner
  - a. Resolution to Approve Agreement for Work in County Road Right of Way by Aurelius and Delhi Consolidated Drain Drainage District
  
4. Innovation and Technology
  - a. Resolution to Approve the Purchase of an Encryption Solution from Imagesoft
  - b. Resolution to Approve the Renewal of the AT&T Mobility Netmotion Software Annual Support
  - c. Resolution to Approve the UPS Support Contract from CDWG

5. Facilities
  - a. Resolution to Authorize an Agreement with Safety Sysyems Inc. for the Reconfigurations of the Fire Suppression System in the 3<sup>rd</sup> Floor ITD's Server Room at the Hilliard Building
  - b. Resolution to Authorize an Agreement with TAB Products Co. LLC. for the Mobile Filing System at the Hilliard Building and Veterans Memorial Courthouse (VMC)
  
7. Road Department
  - b. Resolution to Authorize Purchase of Softree Technical Systems, Inc. Design Software and Bentley Systems, Inc. Graphics Software
  - c. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department
  
8. Human Resources
  - a. Request for 90 Day Leave – Sheriff's Office
  
10. Board of Commissioners – Resolution Recognizing Black History/Cultural Diversity Month in Ingham County

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Stivers.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Stivers.

1. Farmland and Open Preservation Board
  - a. Resolution to Approve the Ranking of the 2019 Farmland and Open Space Preservation Programs Application Cycle Ranking and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top Ranked Properties

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated that there were no new Commissioners present, and that he did not have anything to say.

Commissioner Koenig arrived at 6:03 p.m.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Stivers.

1. Farmland and Open Preservation Board
  - b. Resolution to Authorize a Contract with Sheridan Land Consulting for Consulting Services to the Ingham County Farmland and Open Space Preservation Board

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Stivers.

Chairperson Celentino thanked Stacy Byers, Farmland and Open Spaces Preservation Board Coordinator, for appearing in support of the resolutions.

2. Ingham Conservation District – Resolution to Authorize an Agreement with the Ingham Conservation District

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated that he had fought against the Ingham Conservation District (ICD) in the past when they had received a lot of money. He further stated that the funding for ICD had varied over time, and that he had no complaints with regard to funding the ICD at the \$8,000 amount.

Commissioner Maiville stated that Commissioner Grebner had missed Commissioner Schafer's argument in favor of restoring funding to the ICD.

Commissioner Grebner stated that he never objected to a modest level of funding. He further stated that he had objected only to funding the ICD at a much higher amount, when the ICD had been in a somewhat different position.

Commissioner Maiville stated that the ICD was not funded by the County for a while.

Commissioner Naeyaert asked what amount the ICD had received from the Board of Commissioners in 2018.

Michelle Beloskur, Ingham County Conservation District Executive Director, stated that the current figure represented an inflationary increase.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Stivers.

3. Drain Commissioner
  - b. Resolution Pledging Full Faith and Credit to Cook and Thorburn Drain Drainage District Refunding Bonds
  - c. Resolution Pledging Full Faith and Credit to Gilbert and West Town Intercounty Drain Drainage District Refunding Bonds

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTIONS. Absent: Commissioner Stivers.

Commissioner Grebner stated that he would like to amend the resolutions to add a "WHEREAS" stating that the Drain Commissioner believed there was adequate security for the County's full faith and credit.

Paul Pratt, Deputy Drain Commissioner, asked whether Commissioner Grebner would like the standard SEB letter that would accompany a new bond issue.

Commissioner Grebner stated that he did not want details, but that he wanted to include a clause requiring assurances that the County would not be left “holding the bag.”

Mr. Pratt stated that the resolution had been drafted by consultants, not Drain Commissioner staff. He further stated that he had no problem fixing the resolution before the January 16, 2019 Finance Committee meeting.

Commissioner Grebner stated that in the future, whenever full faith and credit was pledged, it would be a good idea to insert this kind of “WHEREAS” clause.

Mr. Pratt stated that if the resolutions passed tonight, he could provide a substitute version for the Finance Committee meeting.

MOVED BY COMM. GREBNER, SUPPORTED BY COMMISSIONER KOENIG, TO AMEND THE RESOLUTIONS BY INSERTING A “WHEREAS” CLAUSE DRAFTED BY STAFF REGARDING ADEQUATE SECURITY FOR THE COUNTY’S FULL FAITH AND CREDIT.

THE MOTION TO AMEND THE RESOLUTIONS PASSED UNANIMOUSLY. Absent: Commissioner Stivers.

THE MOTION TO APPROVE THE RESOLUTIONS, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Stivers.

7. Road Department
  - a. Resolution to Approve the Howell Road and Okemos Road 4-Way Stop Traffic Control Order

Commissioner Stivers arrived at 6:11 p.m.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Commissioner Maiville asked what mechanism the Road Department used to trigger traffic studies. He further stated that fatal accidents had occurred at some intersections, including the intersection of Nichols Road and Eifert Road.

Commissioner Maiville stated that he would like to be more proactive before further fatalities occurred. He further stated that there had been several accidents at the intersection of Columbia Road and Waverly Road, and asked what the process would be to avoid fatalities in the future.

Bill Conklin, Road Department Director, stated that Michigan law required the Road Department to apply the Michigan Manual of Uniform Traffic Control Devices (MMUTCD) to all County Roads. He further stated that each level of traffic control required certain “warrant criteria” to take place at an intersection before traffic control devices would be installed.

Mr. Conklin stated that certain traffic volumes needed to be met to warrant installation of a four way stop, and that putting one in on a road with traffic volume below that level could actually increase the rate of traffic accidents. He further stated that traffic control devices were applied uniformly across the state, and even uniformly across the nation.

Mr. Conklin stated that the key goals were uniformity and driver expectation in order to increase traffic safety.

Mr. Conklin stated that the Road Department annually reviewed crash data, and that it was constantly monitoring intersections with higher rates of crashes. He further stated that the crash at Eifert and Nichols Roads had involved a driver on the side road who stopped at a stop sign, then pulled out in front of a car traveling on the main road.

Mr. Conklin stated that the intersection of Eifert and Nichols Roads did not warrant a four-way stop, because there was very little traffic on Nichols Road. He further stated that there was not much the Road Department could do except check the MMUTCD warrant criteria to ensure compliance, and that this was done whenever there was a crash.

Mr. Conklin stated that the top twenty intersections were re-checked every year.

Commissioner Maiville asked whether there was a mechanism to control traffic where the traffic volume was not high, such as Eifert and Nichols Roads.

Mr. Conklin stated that there was no such mechanism in the standard warrants, and that he knew of only one fatality at Eifert and Nichols Roads. He further stated that there had only been a few accidents at that intersection in the last five years.

Commissioner Maiville stated that the Delhi Fire Department had responded to that intersection within the last two months, and that heavy rescue had been sent there on that occasion. He further asked whether there were warrant criteria for factors other than traffic volume.

Mr. Conklin stated that the MMUTCD allowed for a four-way stop if there were five correctable accidents at the intersection within one year. He further stated that the traffic volume criteria did not apply to Eifert and Nichols Roads, and that that intersection did not suffer from sight distance restrictions.

Commissioner Maiville asked whether Mr. Conklin had been to the intersection.

Mr. Conklin stated that he had been there.

Commissioner Naeyaert stated that when going east through the Eifert and Nichols Roads intersection, it was difficult to see to the right. She further stated that she felt the Road Department putting in a four-way stop at Howell and Okemos Roads would worsen traffic, and that there were other intersections in the County that were more in need of traffic control.

Mr. Conklin stated that multi-way stops were not a knee-jerk reaction, and that the intersection of Howell and Okemos Roads met the warrant criteria for a four-way stop.

Commissioner Naeyaert stated that Howell and Okemos Roads had a long line of traffic in the mornings, and that installing a four-way stop there would create an even longer line of cars. She further stated that flags and flashing lights had been in used near that intersection for some time, and that she would like to know whether that had made an impact on traffic issues.

Mr. Conklin stated that a new traffic study had not been conducted after the flags were put up.

Commissioner Naeyaert stated that she was not sure that the stop signs were warranted, even if the MMUTCD said so.

Commissioner Grebner asked whether every change in traffic control outside of the cities would need to be approved by the Board of Commissioners.

Mr. Conklin stated that Traffic Control Orders (TCOs) were needed for parking, stops, and speed limits. He further stated that townships which had their own police departments handled parking themselves instead of relying on the County.

Mr. Conklin stated that the TCOs were mostly for speed limit and traffic control changes.

Commissioner Grebner stated that during the previous year, he had raised the idea of a standing subcommittee for the purpose of improving the state of rural roads in the County. He further stated that the Road Commission had been eliminated, but that some kind of political body ought to be listening to concerns about County roads.

Chairperson Celentino stated that he would put it on the agenda.

Commissioner Naeyaert asked when the stop sign would go in at Howell and Okemos Roads.

Mr. Conklin stated that after approval, the stop sign would go in within a week or so.

THE MOTION CARRIED UNANIMOUSLY.

6. Purchasing Department – Prevailing Wage and Living Wage Updates (*information item*)

Chairperson Celentino stated that at the end of the previous year, Commissioner Grebner had requested that this item be moved to the next meeting, in order for the Purchasing Director to be present.

Commissioner Sebolt stated that the materials included a list of all County contracts that contained provisions requiring a prevailing wage, but that there was no similar list for contracts requiring a living wage. He asked whether such a list could be provided, and what mechanism was used to enforce the provisions.

Jim Hudgins, Purchasing Director, stated that there was no report of the contracts which required a living wage, but that all affected contractors were informed annually of living wage increases. He further stated that the living wage policy applied to County contracts for services which totaled more than \$50,000, involved more than five employees, and which did not fit any of multiple exemptions from the policy.

Commissioner Sebolt stated that the prevailing wage list showed which contractors were compliant with the prevailing wage policy. He further asked whether there was a similar list for living wage projects.

Mr. Hudgins stated that there was currently no such list, and that Purchasing Department staff was very limited. He further stated that the monitoring reflected in the prevailing wage list had been done by the Michigan Fair Contracting Center, not County staff.

Commissioner Sebolt stated that he would like to follow up on the living wage issue, and asked Mr. Hudgins to provide a list of all living wage contractors.

Mr. Hudgins stated that he could provide the list in the future. He further stated that the Purchasing Department had begun using a new contract management module approximately a year ago, and that hopefully the module would make it much easier to pull a report showing which contractors needed to be notified.

Commissioner Sebolt stated that for him, 2019 would be the year of following up to ensure the policies set by the Board of Commissioners were being followed. He further stated that he would be asking about compliance a lot in the year to come.

Chairperson Celentino asked how the Purchasing Department monitored contractors to ensure accountability.

Mr. Hudgins stated that the Purchasing Department had very limited staff, and that it relied on self-certification. He further stated that each year when cost-of-living adjustments occurred, the Purchasing Department sent letters to contractors informing them of the change, and stating that the contractor had 30 days to adjust wages and certify compliance.

Commissioner Grebner asked whether the State repeal of living wage legislation several years in the past affected County policy.

Mr. Hudgins stated that legal counsel had informed him that because the County policy went into effect before the State's Public Act 105 of 2015, it could be retained indefinitely.

Matt Nordfjord, County Attorney, stated that since the policy predated the State law, it was “grandfathered in.” He further stated that the Board of Commissioners could amend and even expand the living wage policy without being affected by State law.

8. Human Resources

b. Attorney/Client Communication Discussion (*Closed Session*)

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SEBOLT, AT 6:36 P.M., TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSE OF CONDUCTING COMMUNICATION WITH THE COUNTY ATTORNEY REGARDING ATTORNEY/CLIENT COMMUNICATION.

THE MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. KOENIG, TO RETURN TO OPEN SESSION AT APPROXIMATELY 7:11 P.M.

THE MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO ACCEPT THE ATTORNEY RECOMMENDATION, AND AUTHORIZE THE COUNTY CONTROLLER TO EXECUTE AN AGREEMENT CONSISTENT WITH THE RECOMMENDATION UPON APPROVAL AS TO FORM BY LEGAL COUNSEL.

THE MOTION CARRIED UNANIMOUSLY.

9. Controller’s Office – Quarterly Report of the Settlements of Claims (*information item*)

This agenda item was not discussed.

Commissioner Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:12 p.m.