

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MARCH 11, 2025 – 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN**

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Reappointment to Park Advisory Board
 - Charles Babcock, two year term
 - B. Request Approval of Agreement for additional Sheriff's Office Services between village of Saranac and County of Ionia – Sheriff Noll
 - C. Request Approval to accept Chip and Fog Seal Contract – Linda Pigue
 - D. Request Approval of Crack Seal Contract Extension – Linda Pigue
 - E. Request to Renew Dispatch Chair Lease agreement with Shelby Product, LLC – Lance Langdon
 - F. Request to Purchase Encryption for compliance with CJIS requirements – Lance Langdon
 - G. Request Approval of Medical Examiner Services Agreement with Edward W. Sparrow Hospital Association – Chad Shaw
 - H. Update on Finance Director Position – Chad Shaw
- IX. Department Reports**
 - A.

- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3-minute time limit per speaker)**
- XIII. Closed Session**
 - A. Review an Attorney -Client Privileged Written Opinion
- XIV. Adjournment**

Board and/or Commission Vacancies

- **Community Corrections Advisory Board-Ionia Community Mental Health Representative**

Appointments for consideration in the month of March 2025:

- **Community Mental Health Services Board**

Appointments for consideration in the month of April 2025:

- **Area Agency of Aging of Wester Michigan Advisory Council**
- **Economic Development Corporation/ Brownfield Redevelopment Authority**
- **Jury Board**
- **Land Bank Authority**



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

February 25, 2024, 3:00 p.m.
Minutes

Members Present: County Commissioner Scott Wirtz, County Commissioner Phil Hesche, County Commissioner Gordon Kelley, County Commissioner Jack Shattuck, County Commissioner Terence Frewen

Members Absent: County Commissioner David Hodges, County Commissioner Larry Tiejema

Others Present: Interim County Administrator Chad Shaw, County Finance Director Bernadette Blonde, County Clerk Greg Geiger

- I. Call to Order
Shattuck called the meeting to order at 3:00 pm.
- II. Pledge of Allegiance
Shattuck led the Pledge of Allegiance.
- III. Invocation
Kelley led the invocation.
- IV. Approval of Agenda
Board discussed agenda, added items regarding personnel recommendations, Finance Director search, and finance recommendations
Motion to Approve Agenda as Amended
Moved by Kelley
Supported by Frewen
Motion carried by voice vote
- V. Public Comment
Geiger commented on the agenda.
- VI. Action on Consent Calendar
Board approved consent calendar by unanimous consent.
- VII. Unfinished Business
No unfinished business.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

VIII. New Business

Board discussed appointment Frewen to the Tax Allocation Board.

Motion to Appoint Frewen to the Tax Allocation Board

Moved by Wirtz

Supported by Kelley

Motion carried by voice vote

Board discussed Road Department SNBI and new load rating requirements for bridges. Rich Kathrens from Spicer Group presented the requirements and process going forward. Board discussed data conversion and funding.

Board discussed Register of Deeds software transition to Fidlar Technologies and request for approval to sign contract. Register of Deeds Tami Hewitt presented the request and recommended approval.

Motion to Approve Contract and Authorize Signature

Moved by Frewen

Supported by Hesche

Motion carried by voice vote

Road Department Director Linda Pigue discussed weight restrictions, access to I-96 and gravel road damage due to frost.

Board discussed restriction covenant for leaking underground storage tank. Road Department Director Linda Pigue presented the covenant and recommended approval.

Motion to Approve Chairman's Signature on Restriction Covenant

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

Board discussed request to modify truck purchase for Road Department. Road Department Shop & Equipment Manager Wes Schafer presented the request and recommended approval.

Motion to Approve

Moved by Kelley

Supported by Hesche

Motion carried by voice vote



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

Board discussed request to purchase Skid Steer Hammer for Road Department. Road Department Shop & Equipment Manager Wes Schafer presented the request and recommended approval.

Motion to Approve Purchase from Michigan Cat

Moved by Frewen

Supported by Wirtz

Motion carried by voice vote

Board discussed Commission on Aging budget amendment. Blonde presented the amendment and recommended approval.

Motion to Approve Commission on Aging Budget Amendment

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

Board discussed request to purchase six mobile radios for emergency response and preparedness. Emergency Management Director Sgt. Fredrick Straubel presented the request and recommended approval.

Motion to Approve Purchase Agreement

Moved by Kelley

Supported by Frewen

Motion carried by voice vote

Board discussed grade and step increase for Animal Shelter Director Carly Quinn. Personnel Committee recommended setting rate at Grade 13, Step 5.

Motion to Approve Grade and Step Increase

Moved by Kelley

Supported by Hesche

Motion carried by voice vote

Board discussed grade decrease for Commission on Aging. Personnel Committee recommended setting rate at Grade 5 step 6.

Motion to Approve Grade and Step Decrease

Moved by Kelley

Supported by Hesche

Motion carried by voice vote



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

Board discussed search for Finance Director. Board discussed options and compensation.

Motion to Appoint Tiejema, Frewen, Kelley to Ad-Hoc Search Committee

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

Board discussed approval of letter of engagement with Maner Costerian. Blonde recommended approval.

Motion to Approve Letter of Engagement with Maner Costerian

Moved by Frewen

Supported by Kelley

Motion carried by voice vote

IX. Department Reports

No department reports.

X. Reports of Officers, Boards, and Standing Committees

Hesche commented on Road Department.

Kelley commented on Commission on Aging funding, Facilities Committee.

Frewen commented on Facilities Committee.

Shaw commented on Facilities Director, Finance Director, Health Department Grants.

XI. Reports of Special or Ad Hoc Committees

No reports of special or ad hoc committees.

XII. Public Comment

The Daily News commented on the basis for closed session.

Terry Frewen commented on the basis for closed session.



IONIA COUNTY BOARD OF COMMISSIONERS

Jack Shattuck, Chairman

XIII. Closed Session

Board discussed entering closed session to review applications of those who had requested confidentiality.

Motion to Enter Closed Session

Moved by Frewen

Supported by Wirtz

Motion carried by roll call vote

Yes – Wirtz, Hesche, Kelley, Shattuck, Frewen

No –

Closed Session

Motion to Exit Closed Session

Moved by Kelley

Supported by Frewen

Motion carried by voice vote

Board discussed interviewing candidates for County Administrator.

Motion to Interview Chad Shaw on 02/27/2025 at 4:00pm

Moved by Kelley

Supported by Hesche

Motion carried by voice vote

XIV. Adjournment

Board discussed adjournment.

Motion to Adjourn at 5:15

Moved by Wirtz

Supported by Frewen

Motion carried by voice vote

Jack Shattuck, Chairman

Greg Geiger, County Clerk

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION
Agreement for Additional Sheriff's Office Services
Between the Village of Saranac and the County of Ionia

3/11/2025

CONTACT:

Sheriff Charlie Noll

DESCRIPTION:

Five-year agreement to continue to provide additional Sheriff's Office services to the Village of Saranac.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

[Click here to enter text.](#)

FINANCIAL ANALYSIS:

March 1, 2025 through February 29, 2026	\$43.67/hr
March 1, 2026 through February 28, 2027	\$44.54/hr
March 1, 2027 through February 29, 2028	\$45.43/hr
March 1, 2028 through February 28, 2029	\$46.34/hr
March 1, 2029 through February 28, 2030	\$42.82/hr

The above listed rates were calculated with a 2% increase each year. However, the actual rate increase each year will be based on actual costs, but will be no more than the 2% increase, whichever is lower.

The Sheriff's Office will provide a maximum of 1680 hours per year.

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

03/11/2025 Board meeting

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Ionia County Board of Commissioners approve the 5-year agreement with the Village of Saranac for additional Sheriff's Office services.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

**AGREEMENT
FOR
ADDITIONAL SHERIFF'S OFFICE SERVICES
BETWEEN
THE VILLAGE OF SARANAC
AND
THE COUNTY OF IONIA**

THIS AGREEMENT, is made this ____ day of _____, between the **VILLAGE OF SARANAC** (Village) and the **COUNTY OF IONIA** (County), with reference to the following facts and circumstances.

RECITALS:

- A. Pursuant to the authority granted in the MCLA 41.181; MSA 5.45(1); villages may contract with sheriff offices within the State of Michigan to provide special police protection within the village and to enforce local ordinances.
- B. In addition to the County funded police protection already being provided to the Village by the Ionia County Sheriff's Office (Office), the Village wishes to contract for certain additional services on the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED**, as follows:

1. DUTIES OF THE COUNTY. The County, through the Office, shall provide the Village with the following:

- A. One (1) deputy with a fully equipped Sheriff's Office patrol vehicle will conduct community policing activities within the village, which shall include, but not be limited to, patrol, foot patrol of downtown business area, and enforcement of ordinances of the Village of Saranac and the laws of the State of Michigan, within the corporation limits of the Village, and frequent checking of senior citizen housing premises and parking lots.
- B. The total hours scheduled for the Village in the performance of this Agreement (unless adjusted as set forth herein), commencing March 1, 2025, shall be 1,680 hours for each year of this agreement. A year in this Agreement shall be defined as the Village's fiscal year, beginning on March 1 and ending on the last day in February of the following year. The Village may, at its discretion and through action by its Council, adjust the total hours for a given year in this Agreement by notifying the County in writing at least sixty (60) days prior to the beginning (March 1) of the year to be adjusted. The total number of scheduled hours during any year of this Agreement shall not be less than 1,200 nor more than 1750, unless mutually agreed upon by both parties.
- C. Deputies assigned to Saranac in the performance of this Agreement shall remain in the Village at all times (this includes lunch hours and breaks except when no eating establishments are open for business) with the exception of times when called out of the village to respond to an emergency.
- D. The deputy position will at all times be staffed by the County and the Office with staff who are qualified and trained in accordance with all requirements of a full-time police officer.

- E. The Sheriff or designee will give monthly activity reports to the Village Council or its designated committee. The Village shall be furnished with a record of the hours which were spent and the names of the deputies engaged in the actual performance of this Agreement, a daily Saranac log indicating the actual activities of the deputies serving under this Agreement, and a record of the actual mileage traveled in the course of performing this Agreement.
- F. The Village Council will have regular opportunities to direct policing activity through the Sheriff Office's chain of command. The destination and exact scheduling of the police officer and police vehicle shall be arrived at in the course of monthly meetings between the Village of Saranac law enforcement committee and the Office, at a prearranged time. The Office shall notify the Village office of all changes made to the daily schedule. Split shifts are permissible upon mutual agreement between the Village and the Office.
- G. The Sheriff will ensure that at least ninety-five percent (95%) of the total hours scheduled under this Agreement are performed for the benefit Village and billable to the Village.
- H. The County will submit a monthly invoice to the Village for the actual hours worked during the preceding month in the performance of this Agreement. The invoice will include the total hours worked on patrol and served in court under this Agreement.
- I. Continuing officer training of the deputy shall be the County's responsibility provided under this Agreement.
- J. Time spent by the deputy in court for enforcement of matters arising out of community policing activities in the Village under this Agreement shall be provided as needed. The Village shall not be obligated to pay for any time spent in court by the deputy for matters unrelated to community policing activities in the Village. Time spent in court relating to community policing under this Agreement shall, to the extent authorized by law, be billed and paid pursuant to the rates set forth by this Agreement.
- K. The Office, upon reasonable demand by the Village, shall perform such tasks which may be ordinarily expected of a policing authority, such as serving warrants. The Office shall bill for such tasks at the rates set forth by this Agreement.

2. DUTIES OF THE VILLAGE. The Village agrees to the following:

- A. The Village will remit monthly payments for actual hours performed by the Office in the service of this Agreement, according to a monthly invoice submitted by the County in accordance with the hourly rates as follows:

March 1, 2025 through February 29, 2026	\$43.67
March 1, 2026 through February 28, 2027	\$44.54
March 1, 2027 through February 28, 2028	\$45.43
March 1, 2028 through February 28, 2029	\$46.34
March 1, 2029 through February 29, 2030	\$47.27

The above listed rates were calculated with a 2% increase each year. However, the actual rate increase each year will be based on actual costs, but will be no more than the 2% increase, whichever is lower.

- B. Through monthly meetings as outlined in Section 1, the Village and the Office will schedule the total hours per year as outlined in this Agreement. Fluctuations in the monthly schedule may occur upon mutual consent between the Village and the Office, so long as the total hours scheduled meet the total hours per year outlined in this Agreement. The Village will not be required to make up scheduled hours that were not actually worked, although it may under its own discretion.
- C. The Village will provide office space and telephone for on-duty officers to use for activities related to the services to be provided the Village under this Agreement.

3. LIABILITY INSURANCE. The County shall provide and carry all liability insurance to cover the operation of the patrol vehicle for the protection of the Village and all personnel assigned to the patrol vehicle, at levels at least equivalent to that maintained for the general road patrol operations and personnel for the Ionia County Sheriff's Office. The Village and its Council members shall be listed as additional named insured on any such policy of insurance.

4. EQUIPMENT TO BE PROVIDED BY COUNTY. The County shall provide and maintain a fully equipped police patrol vehicle to be used by the deputies assigned to the Village. The County shall also provide any and all uniforms, weapons, insignia and general police equipment to be used by such deputies.

5. OVERHEAD EXPENSES. The Village shall not be required to pay as part of their obligation any overhead costs, including costs for supervision of the unit, or supervision of the personnel, accounting, fiscal control, or any similar costs, which shall be paid by the County.

6. OPERATIONAL CONTROL. Subject to compliance with the provisions of this Agreement, the Office shall have the sole and absolute control over the supervision, operation and conduct of deputies assigned to the Village, and the patrol vehicle shall be operated by a deputy under the direction of the Sheriff. Said deputies shall be hired or terminated by the Sheriff under the same terms and conditions of employment as any other deputies and shall be considered an employee of Ionia County. The County shall provide a thirty (30) day notice of termination of liability insurance to the Village and the County will provide proof of insurance and certified copies of the insurance to the Village upon request. Sheriff deputies shall not be considered an employee, agent, officer or a representative of the Village for the purposes of this Agreement.

7. AGREEMENT TERM AND TERMINATION. This Agreement shall commence on March 1, 2025, and shall continue through February 28, 2030 at which time this Agreement shall terminate, unless both parties agree in writing to continue on a month-to-month basis.

Notwithstanding any other provision in this Agreement to the contrary, either the County or the Village shall have the right to notify the other party of its intent to terminate this Agreement prior to February 28, 2030, provided that at least thirty (30) calendar days notice is given in writing. In the event of such termination, the Village, as required in Section 2, shall pay the County for the sum due for services provided under this Agreement up to the effective date of termination.

8. LIASON. The Office shall report in writing to the Village monthly with respect to activities of the deputies. In addition, the Sheriff or designee shall meet with the Village at such Council meetings and at other reasonable times as requested by the Village to discuss the activities of the deputies, operational problems which have arisen, and other matters the Village deems relevant with respect to the operation of the deputies and this Agreement.

9. INSPECTION OF THE BOOKS. The Village or its designated agents, accountants or attorneys shall have the right, on reasonable notice to the County and the Office, to inspect the books and records of the County and the Office with respect to the operation of the unit and all financial matters included within this Agreement.

10. NONDISCRIMINATION. In carrying out the terms of this Agreement, the parties hereto shall adhere to all applicable Federal, State and local laws and regulations prohibiting discrimination. The parties hereto, as required by law, shall not discriminate against persons to receive services under this Agreement or against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight or marital status. Breach of this covenant shall be regarded as a material breach of this Agreement.

11. MISCELLANEOUS.

- A. This Agreement sets forth the entire agreement between the parties and shall be construed in accordance with the laws of the State of Michigan.
- B. Any written notice given pursuant to the terms of this Agreement shall be addressed to:
 - 1. Ionia County Board of Commissioners
 - 2. Ionia County Sheriff Office
 - 3. Village of Saranac
- C. This Agreement shall inure to the benefit of, and be binding upon the parties, their successors and assigns.
- D. No failure or delay on the part of any of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
- E. Modifications, amendments or waivers of any provision of this Agreement or services to be performed hereunder, shall be made only by the written mutual consent of the parties hereto signed by their authorized representatives.
- F. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.
- G. If any provision of this Agreement is held to be invalid, the remainder of this Agreement shall not be affected thereby. Where the deletion of the invalid provision would result in

the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid.

12. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT. The persons signing on behalf of the parties to this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the County of Ionia has caused this Agreement to be executed by the Chairperson and the Clerk of the Board of Commissioners and the Sheriff of Ionia County and the Village of Saranac has caused this Agreement to be executed by its President and Treasurer/Deputy Clerk.

VILLAGE OF SARANAC

By: _____
Sharon Darby, President

By: _____
Becky Straubel, Treasurer/Deputy Clerk

COUNTY OF IONIA

By: _____
Jack Shattuck, Chairman
County Board of Commissioners

By: _____
Greg Geiger
County Clerk

By: _____
Charlie Noll, Sheriff

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: 25-20 Chip & Fog Seal Contract

Date: March 11, 2025

CONTACT: Linda Pigue, Managing Director

DESCRIPTION:

The Road Department solicited bids for the 2025 Chip Seal & Fog Seal. We received Bids from Fahrner Asphalt Sealers, Pavement Maintenance Systems, and Highway Maintenance. Fahrner Asphalt Sealers was the low bid.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

The cost of Chip Sealing & Fog Sealing is included in our 2025 budget. We will be reimbursed by the townships, cities or villages for any projects they request.

LEGAL REVIEW:

Not applicable.

DEADLINE:

March 11, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board authorize awarding the contract to the low bidder: Fahrner Asphalt Sealers.

ADMINISTRATOR'S RECOMMENDATION:

Interim Administrator recommends approval.

Ionia County Road Department
 Contract # 25-20 Chip Seal & Fog Seal
 Monday, March 3, 2025 @ 10:30 a.m.

Tabulation

Project/Work Items	Quantity	Unit	Fahrner Asphalt Sealers		Pavement Maint Systems		Highway Maintenance	
			Unit price	Total	Unit price	Total	Unit price	Total
Maintaing Traffic	1	LSUM	\$2,000.00	\$2,000.00	\$12,200.00	\$12,200.00	\$5,000.00	\$5,000.00
Seal, Single Chip Modified (ICRD to provide coarse aggregate)	45,000	Syd	\$1.64	\$73,800.00	\$2.08	\$93,600.00	\$1.95	\$87,750.00
Seal, Single Chip Modified -Urban Loactions (ICRD to provide coarse aggregate)	30,590	Syd	\$1.80	\$55,062.00	\$2.23	\$68,215.70	\$2.10	\$64,239.00
Seal, Single Chip Modified (Contractor to provide coarse aggregate)	0	Syd	\$2.27	\$0.00	\$2.72	\$0.00	\$2.55	\$0.00
Seal, Single Chip Modified -Urban Loactions (Contractor to provide coarse aggregate)	0	Syd	\$2.47	\$0.00	\$2.87	\$0.00	\$2.70	\$0.00
Seal, Fog	0	Syd	\$0.44	\$0.00	\$0.46	\$0.00	\$0.56	\$0.00
Total			\$130,862.00		\$174,015.70		\$156,989.00	

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Title: Crack Seal Contract Extension
Date: March 11, 2025

CONTACT: Linda Pigue, Managing Director Ionia County Road Department

DESCRIPTION:

The Road Department has a Crack Seal contract with Fahrner. The Contract provided for a 2025 extension with no change in prices or terms. Fahrner has indicated they would like to extend the contract for the 2025 construction season.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None.

FINANCIAL ANALYSIS:

The Crack Seal program is included in our 2025 budget. The contract is also used for townships' and villages' local road projects, the cost of which are reimbursed by the townships or villages and is included in our 2025 budget.

LEGAL REVIEW:

None.

DEADLINE:

March 11, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request the Board authorize Linda Pigue, Managing Director to sign the contract extension.

ADMINISTRATOR'S RECOMMENDATION:

Interim County Administrator recommends approval.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Renew Dispatch Chair Lease agreement with Shelby Products, LLC
For March 11, 2025, meeting

CONTACT:

Lance Langdon, ENP, Central Dispatch Director

DESCRIPTION:

In February of 2022 the BOC approved contracting for a leased chair program with Shelby Products, LLC. With this program our 24x7 rated dispatch chairs are leased rather than purchased. With this program the chairs are used for a year and then replaced with new or fully refurbished chairs. Staff has been extremely pleased with this program. Shelby has added several new chairs to their program, and we have reviewed samples that they brought to us. We selected a few different chairs to help fit the several different body types in the center.

Quotes were obtained for another 3-year agreement as well as 5 years to offset expected increases at the end of the next term in 2028, as we have seen with the renewal.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

Each year the chair program prices have increased and at the end of the three-year term, costs have increased. The 3-year one payment discounted cost in 2022 was \$9,631.44 for 6 chairs. The increase in cost of the 3-year plan one payment discount cost is \$11,971.68 (\$12,216.00), the average yearly increase per chair is an additional \$130.01 per chair for each year.

An option to lock in current rates for 5 years brings the one payment discounted cost to \$19,952.80 (\$20,360.00). The discount is 2% for the one-time payment.

The renewal was budgeted with an estimated increase of 5% (\$481.57) for the three-year term. The additional cost for the 5-year term and additional increase would be taken from the centers fund balance.

LEGAL REVIEW:

A new contract will need to be reviewed by the county attorney.

DEADLINE:

The current agreement ends April 7, 2025.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

The BOC approves Central Dispatch to continue chair services, with a new contract between Ionia County (Central Dispatch) and Shelby Products, LLC, for six (6), 24x7 rates chairs for a

five (5) year term at a one-time discounted cost of \$19,952.80. The BOC authorizes the Director to sign the lease agreement on behalf of the county after approval by the county attorney.

ADMINISTRATOR'S RECOMMENDATION:

Interim Administrator Recommends Approval of this request

Thomas Shelby & Company, Inc
309 South Park Drive
St. Marys, OH 45885

PH: 419-394-3377 Fax: 419-394-4815



www.thomasshelby.com

Quote

Date	Estimate #
2/27/2025	1513

Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
Chair Fleet lease agreement renewal pricing per chair per year: Concept Seating (2) 3142r1 in Alt. Leather \$612 each BodyBilt (2) i2704HR in Alt. Leather is \$712 each Miller@Work (1) 50799 in Alt. Leather \$712 each Ultra Seat (1) Commander II in Alt. Leather \$ 712 The below pricing is your cost for the entire contract per the terms and chair models selected. 24/7 Chair Fleet Program: 3 - Year Contract * Chairs include Concept Seating (2) 3142r1. * Chair Material: Black Alt. Leather * All chairs are rated for 24/7 intensive use weight rated up to 550 pounds.	2	1,836.00	3,672.00T

1. Taxes may apply. A Tax Exempt or Proof of Exemption must be on file or accompany a Purchase Order requesting Tax Exempt Status.
2. Above pricing is for material only unless noted.
3. Material quoted is FOB Shipping Point.
4. Please confirm pricing at the time of ordering.
5. Estimate is good for 30 days from estimate date, unless other date is specified.

Subtotal

Sales Tax (0.0%)

Total

Please note any charges for services at time of delivery (such as Residential Delivery, Inside Delivery, Hand Unloading, Limited Access, Liftgate - all facilities without a loading dock or fork lift will require a liftgate for all LTL Deliveries, etc.) not listed on your Purchase Order or given to us will be charged back to you.

Thomas Shelby & Company, Inc
309 South Park Drive
St. Marys, OH 45885

PH: 419-394-3377 Fax: 419-394-4815



www.thomasshelby.com

Quote

Date	Estimate #
2/27/2025	1513

Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
24/7 Chair Fleet Program: 3 - Year Contract * Chairs include the BodyBilt (2) i2704HR, Miller@Work (1) 50799, Ultra Seat (1) Commader II * Chair Material Black Alt. Leather * All chairs are rated for 24/7 intensive use and weight rated to at least BodyBilt 500 pounds, Miller@Work to 500 pounds, Ultra Seat to 500 pounds. * Chair models within this group can be mixed for the same price. Paid in Full - \$11,971.68 (includes 2% discount). This is a one time payment for all chairs for the 3 year contract. Yearly Payment - \$4,031.28 (x 3 payments) (includes 1% discount). This would be paid every year for the three years of the contract. Quarterly Payment - \$1,018.00 (x12 payments). This would be paid quarterly and includes no discounts.	4	2,136.00	8,544.00T

1. Taxes may apply. A Tax Exempt or Proof of Exemption must be on file or accompany a Purchase Order requesting Tax Exempt Status.
2. Above pricing is for material only unless noted.
3. Material quoted is FOB Shipping Point.
4. Please confirm pricing at the time of ordering.
5. Estimate is good for 30 days from estimate date, unless other date is specified.

Subtotal

Sales Tax (0.0%)

Total

Please note any charges for services at time of delivery (such as Residential Delivery, Inside Delivery, Hand Unloading, Limited Access, Liftgate - all facilities without a loading dock or fork lift will require a liftgate for all LTL Deliveries, etc.) not listed on your Purchase Order or given to us will be charged back to you.

Thomas Shelby & Company, Inc
309 South Park Drive
St. Marys, OH 45885

PH: 419-394-3377 Fax: 419-394-4815



www.thomasshelby.com

Quote

Date	Estimate #
2/27/2025	1513

Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
The following accessories are available for the Concept Seating Models 3142r1, 3150HR, 3152HR, 3120 and 3122 only. Accessory options are \$60 per accessory, per chair, per year. Partial Foot Ring C-Loop Arms Neckrolls (3142r1 Only) The following accessories are available for the Miller@Work Models 40698, 40699, 50798, 50799. Accessory options are \$75.00 per accessory, per chair, per year. Neck Cushion (Only in Alternative Leather) Lumbar Pillow (Only in Alternative Leather)			

1. Taxes may apply. A Tax Exempt or Proof of Exemption must be on file or accompany a Purchase Order requesting Tax Exempt Status.
2. Above pricing is for material only unless noted.
3. Material quoted is FOB Shipping Point.
4. Please confirm pricing at the time of ordering.
5. Estimate is good for 30 days from estimate date, unless other date is specified.

Subtotal	\$12,216.00
Sales Tax (0.0%)	\$0.00
Total	\$12,216.00

Please note any charges for services at time of delivery (such as Residential Delivery, Inside Delivery, Hand Unloading, Limited Access, Liftgate - all facilities without a loading dock or fork lift will require a liftgate for all LTL Deliveries, etc.) not listed on your Purchase Order or given to us will be charged back to you.

Thomas Shelby & Company, Inc
309 South Park Drive
St. Marys, OH 45885

PH: 419-394-3377 Fax: 419-394-4815



www.thomasshelby.com

Quote

Date	Estimate #
2/27/2025	1514

Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
Chair Fleet lease agreement renewal pricing per chair per year:			
Concept Seating (2) 3142r1 in Alt. Leather \$612 each			
BodyBilt (2) i2704HR in Alt. Leather is \$712 each			
Miller@Work (1) 50799 in Alt. Leather \$712 each			
Ultra Seat (1) Commander II in Alt. Leather \$ 712			
The below pricing is your cost for the entire contract per the terms and chair models selected.			
24/7 Chair Fleet Program:			
5 - Year Contract			
* Chairs include Concept Seating (2) 3142r1.			
* Chair Material: Black Alt. Leather			
* All chairs are rated for 24/7 intensive use weight rated up to 550 pounds.			
	2	3,060.00	6,120.00T

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Subtotal

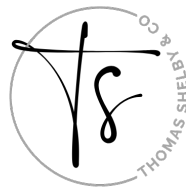
Sales Tax (0.0%)

Total

Please note any charges for services at time of delivery (such as Residential Delivery, Inside Delivery, Hand Unloading, Limited Access, Liftgate - all facilities without a loading dock or fork lift will require a liftgate for all LTL Deliveries, etc.) not listed on your Purchase Order or given to us will be charged back to you.

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Date	Estimate #
2/27/2025	1514

Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
24/7 Chair Fleet Program: 5 - Year Contract * Chairs include the BodyBilt (2) i2704HR, Miller@Work (1) 50799, Ultra Seat (1) Commader II * Chair Material Black Alt. Leather * All chairs are rated for 24/7 intensive use and weight rated to at least BodyBilt 500 pounds, Miller@Work to 500 pounds, Ultra Seat to 500 pounds. * Chair models within this group can be mixed for the same price. Paid in Full - \$19,952.80 (includes 2% discount). This is a one time payment for all chairs for the 5 year contract. Yearly Payment - \$4,031.28 (x 3 payments) (includes 1% discount). This would be paid every year for the five years of the contract. Quarterly Payment - \$1,018.00 (x20 payments). This would be paid quarterly and includes no discounts.	4	3,560.00	14,240.00T

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5. Estimate is good for 30 days from estimate date, unless other date is specified.

Subtotal

Sales Tax (0.0%)

Total

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Name / Address
Ionia County Central Dispatch Lance Langdon 545 Apple Tree Dr. Ionia Michigan 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Dr. Ionia, MI 48846

Quotation Good Till
60 Days

Description	Qty	Rate	Total
The following accessories are available for the Concept Seating Models 3142r1, 3150HR, 3152HR, 3120 and 3122 only. Accessory options are \$60 per accessory, per chair, per year. Partial Foot Ring C-Loop Arms Neckrolls (3142r1 Only) The following accessories are available for the Miller@Work Models 40698, 40699, 50798, 50799. Accessory options are \$75.00 per accessory, per chair, per year. Neck Cushion (Only in Alternative Leather) Lumbar Pillow (Only in Alternative Leather)			

1. Taxes may apply. A Tax Exempt or Proof of Exemption must be on file or accompany a Purchase Order requesting Tax Exempt Status.
2. Above pricing is for material only unless noted.
3. Material quoted is FOB Shipping Point.
4. Please confirm pricing at the time of ordering.
5. Estimate is good for 30 days from estimate date, unless other date is specified.

Subtotal	\$20,360.00
Sales Tax (0.0%)	\$0.00
Total	\$20,360.00

Please note any charges for services at time of delivery (such as Residential Delivery, Inside Delivery, Hand Unloading, Limited Access, Liftgate - all facilities without a loading dock or fork lift will require a liftgate for all LTL Deliveries, etc.) not listed on your Purchase Order or given to us will be charged back to you.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Purchase Encryption for compliance with CJIS requirements
For March 11, 2025, Meeting

CONTACT:

Lance Langdon, ENP, Central Dispatch Director

DESCRIPTION:

With our LEIN audit last year we were found non-compliant as we transmit CJIS data on normal radio transmissions rather than encrypted transmissions. A requirement has been set, that by September of 2025 we must submit a plan to the state as to how we will become compliant. With our remodel and radio upgrades as part of the Fire Radio project, our consoles were upgraded to include the AES multi key encryption needed to meet the requirements. Our backup portable radios do not have the programing to function with this level of encryption. Our portable radio vendor Digicom has a special pricing program this month to add the encryption which will make us compliant as far as equipment is concerned for the center.

We will be able to advise the state that we are ready to move forward with the requirements once our police departments also acquire the encryption for their radios.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

All Law Enforcement Partners

FINANCIAL ANALYSIS:

Normal cost for the feature is \$448.00 with a special pricing of \$260.00 for \$188.00 discount per radio. This is a 41% savings if we make the purchase now. Additionally, there would be labor costs for their technician to come out and program the radio and then return once the state has built new templates to complete the installation. The total cost is \$3,840.00 which is \$349.09 per radio (11 radios). Labor costs would need to be added also to the original \$448.00 cost if the sale was not currently available. The quote estimated labor costs to provide for possible additional time to complete the programing, it is requested that a not to exceed amount be approved of \$4,200.00.

This is not a budgeted expense and would be taken from the centers fund balance.

LEGAL REVIEW:

None needed

DEADLINE:

Purchase must be made by March 31, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

The board approves the Dispatch Center Director purchasing AES Multi Key and DES-OFB encryption from Digicom Global 911 Inc. for the centers 11 portable radios, at a cost not to exceed \$4,200.00, from the centers fund balance.

ADMINISTRATOR'S RECOMMENDATION:

Interim Administrator recommends approval of this request.

Digicom Global 911 Inc.

675 East Big Beaver
Suite 105
Troy, Mi. 48083

Estimate

Date	Estimate #
1/21/2025	5329

Name / Address
Ionia County Central Dispatch 545 Apple Tree Drive Ionia MI. 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Drive Ionia, MI 48846

			Project
Description	Qty	Rate	Total
Quote provided for Lance llangdon@ioniacounty.org Office: (616) 527-5611 Radio AES upgrade for field radios and retemp S/N 543043302530020 543043302530015 543043229230002 543043302530021 543043302530010 543043302530025 543043302530030 543043302530002 543043302530001 543043229230013 543043302530012			
VIK 8323000004 AES M -3-31-25 AES Multi Key Special good through 3-31-2025. AES 256 (includes Multikey) and DES-OFB option feature. \$260 price available on all models. The VP5430 will also require the AES module (KWD-AE30K). SPECIAL ENDS MARCH 31, 2025 PDR 5107928	11	260.00	2,860.00
Option 1 Mike can walk you through upgrading your firmware, you go into our vault and upload the AES multi key and send us the code plugs along with your new template. Mike submits the workorder, Digicom follows the workorder through the MPSCS process. When files are complete Mike reviews files and re-writes the program. He then sends you the new program and you program and arrange for keyloading	1	200.00	200.00
Of course you can do the entire process if you like and avoid this fee all together.			
		Subtotal	
		Sales Tax (6.0%)	
		Total	

Digicom Global 911 Inc.

675 East Big Beaver
Suite 105
Troy, Mi. 48083

Estimate

Date	Estimate #
1/21/2025	5329

Name / Address
Ionia County Central Dispatch 545 Apple Tree Drive Ionia MI. 48846

Ship To
Ionia County Central Dispatch 545 Apple Tree Drive Ionia, MI 48846

			Project
Description	Qty	Rate	Total
Option 2 in addition to option 1 First Trip Digicom can come out and Upgrade, load AES and read. Second trip Digicom comes back and programmes the radios. and arranges the keyloading to be done at the same time. This is an hourly rate. \$90 and estimate 3.5 hours first trip and 2.5 the second mobile charge 2 times	6	90.00	540.00
	2	120.00	240.00
		Subtotal	\$3,840.00
		Sales Tax (6.0%)	\$0.00
		Total	\$3,840.00

**THIRD AMENDMENT TO
MEDICAL EXAMINER SERVICES AGREEMENT**

THIS AMENDMENT ("Amendment") is made effective the 1st day of January, 2025, by and between **EDWARD W. SPARROW HOSPITAL ASSOCIATION**, a Michigan nonprofit corporation ("Contractor") and **COUNTY OF IONIA**, a municipal corporation and political subdivision of the State of Michigan ("County").

WHEREAS, Contractor and County entered into a Medical Examiner Services Agreement effective January 1, 2018 (the "Agreement"); and

WHEREAS, Contractor and County choose to amend said Agreement as described herein.

NOW, THEREFORE, the parties agree as follows:

1. The following shall be added to Section 2(a) of the Agreement:
Conduct autopsies within twenty-four (24) hours of a body's release from the scene of death, except on Saturdays, Sundays, and Contractor's holidays.
2. The following shall be added to Section 2(b) of the Agreement:
Make preliminary autopsy findings available no later than 9 a.m. on the day following the autopsy, unless the day following the autopsy is a Saturday, Sunday, or Contractor holiday.
3. The following shall be added to Section 4(a) of the Agreement:
The Annual Rate for Services performed from January 1, 2025 through December 31, 2025, shall be Two Hundred Twenty-Six Thousand Three Hundred Fifteen dollars (\$226,315.00).
4. The following shall be added to Section 4(b) of the Agreement:
The Annual Rate for Services performed from January 1, 2026 through December 31, 2026, shall be Two Hundred Thirty-Nine Thousand Eight Hundred Ninety-Four dollars (\$239,894.00). The Annual Rate for Services performed from January 1, 2027 through December 31, 2027, shall be Two Hundred Fifty-Four Thousand Two Hundred Eighty-Eight dollars (\$254,288).
5. The following shall be added to Section 22 of the Agreement:
The term of this Agreement shall be extended from January 1, 2025 through December 31, 2027.
6. The parties hereto ratify and reaffirm all of the remaining terms of the Agreement as if set forth herein in full.

IN WITNESS WHEREOF, the parties have executed this Amendment on the date(s) set forth below.

CONTRACTOR:

Edward W. Sparrow Hospital Association

Dated: Jan 16, 2025

By: 
Margaret Dimond (Jan 16, 2025 18:33 EST)

Its: Regional President

COUNTY:

County of Ionia

Dated: _____

By: _____

Its: _____