Wexford County

EXECUTIVE COMMITTEE

Gary Taylor, Chair

NOTICE OF MEETING

The Executive Committee of the Wexford County Board of Commissioners will hold a regular meeting on Tuesday, June 9, 2020, beginning at 4:00 p.m. in the Historic Courthouse, 437 E. Division, Commissioners' Room, third floor, Cadillac, Michigan.

TENTATIVE AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. ADDITIONS / DELETIONS TO THE AGENDA

D. APPROVAL OF THE AGENDA

E. APPROVAL OF THE MAY 12, 2020 REGULAR MEETING MINUTES 1

F. PUBLIC COMMENTS

The Committee welcomes all public input.

G. AGENDA ITEMS

1. Discussion on Current Litigation Matters
2. Cedar Creek Water System
   a. Infrastructure Alternatives Monthly Report 17
3. Octagon Building Discussion *(BOC 6/3/2020)* 18
4. POAM 312 – LOU 20
5. Listing Agreement – Jail Property Discussion *(Executive 05/12/2020)*
6. Granger Update – Sheriff's Office, Jail Roof *(Lt. McDaniel)*

H. CORRESPONDENCE

1. Cedar Creek Water Supply – Water Main Flushing 22

I. ADMINISTRATOR'S COMMENTS

J. PUBLIC COMMENTS

K. COMMITTEE COMMENTS

L. CHAIR COMMENTS

M. ADJOURN

In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the County Administrator's office (231-779-9453) at least twelve (12) hours prior to the scheduled start of the meeting.

E.

COUNTY OF WEXFORD
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES
May 12, 2020

The meeting was called to order by Chairman Taylor at 4:00 p.m., in the 28th Circuit Courtroom of the Courthouse, 437 E. Division, Cadillac, Michigan, 49601.

Members Present: Gary Taylor, Chair; Mike Bengelink, Mike Musta and Julie Theobald - Virtual
Members Absent: None
Also Present: Jami Bigger, Executive Assistant; Julie Henry, Office Manager – Virtual; Adam Kerr, Maintenance Director – Virtual; Norma Kijorski, Senior Executive Assistant; Janet Koch, County Administrator; Alaina Nyman, Clerk; Kristi Nottingham, Treasurer; Lt. Mike McDaniel, Jail Administrator – Virtual; Bob Polanic, Infrastructure Alternatives – Virtual; Trent Taylor, Sheriff – Virtual; Corey Wiggins, Assistant Prosecutor – Virtual; Members of the Public - Virtual

ADDITIONS OR DELETIONS TO THE AGENDA
Added: G.7.County Reopening Discussion

APPROVAL OF THE AGENDA
A motion was made by Musta and supported by Bengelink to approve the Agenda, as amended. A roll call vote was requested. Motion passed unanimously.

APPROVAL OF THE MINUTES
A motion was made by Bengelink and supported by Musta to approve the March 10, 2020, Regular Meeting Minutes. A roll call vote was requested. Motion passed unanimously.

PUBLIC COMMENTS
None.

AGENDA ITEMS
G.1. Discussion on Current Litigation Matters
Ms. Janet Koch stated the following:

- Maynard & Grainger cases:
  Both still waiting for the Michigan Supreme Court to decide the *Rafaeli* case. The court is holding oral arguments via Zoom and has been handing down decisions.
- Opioid Litigation:
  Judge Polster, US District Court Judge in Ohio, has rejected the Defendant's arguments that Michigan's FDA immunity provisions should prevent claims against opioid manufacturers and distributors.
- Discrimination complaint:
  Still no response from the State's Dept. of Civil Rights since the position statement was submitted in mid-December.

G.2.a. Cedar Creek Water System
Infrastructure Alternatives Inc. (IAI) Monthly O & M Report for April 2020– Mr. Bob Polanic reported for the month of April citing:

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- Received the parts to repair auto flusher #1. An issue with the chlorine pump was found and repaired within hours. Staff continue to regularly check chlorine residuals throughout the system.
- A meeting with Scott Conradson, EGLE, took place regarding the water system.
- Submitted the annual Consumer Confidence Report to EGLE for review. Once the report is returned it will be distributed.

G.2.b. Asset Management Plan 2020-2027 – Attachment 1
A motion was made by Bengelink and supported by Musta to forward to the full board for approval the Cedar Creek Water System Asset Management Plan, AMP, 2020-2027.

Mr. Polanic stated that IAI prepared the AMP which was recently revised, and the revision is before them today. The AMP lists all the assets within the system. This plan lays out a ten-year budget and lists the life of each asset. The plan will be sent to EGLE for comments/revisions.

A roll call vote was requested. Motion passed unanimously.

G.3. Sheriff Building Roof Discussion
A discussion took place on the continuing leaking issues with the roof at the Sheriff's Office and the Maintenance Building. The following information was given:

The last roof leak reported to Granger was on April 8. Granger called back late on the 8th. However, due to COVID-19, no vendors were allowed on site at the time.

It was noted that there is about a 30-day delay in response due to the COVID-19 issue.

Basically, no progress has been made on the leaky roof. It was cited that a meeting should take place with Granger. Vendors are now allowed in the building, however not around the inmates. If Granger cannot/will not correct the leaking issue, legal should be involved.

It was cited that the Maintenance garage has also had intermittent leaks. The sewer smell in the training room has not been fixed. It was cited that the majority of the leaks are due to the mechanical items on the roof.

Lt. McDaniel said he would contact Granger the next day and inform them that something needs to be done within the next 30-45 days.

G.4. Old Jail Property Discussion
A discussion took place. The following was cited:

Comm. Bengelink cited that there was an interest in the old jail building, but that is not true now. Jim Meier is a realtor and is a member of the 911 Committee. It was cited that the County cannot afford to "give away" the property to the hospital.

It was agreed to list the building for sale. No board action is required.

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Comm. Bengelink also cited that several demolition companies should be contacted regarding the cost to demolish this property and the Octagon Building.

The Administrator will check into these options.

G.5. Octagon Building Discussion
A discussion took place. The following was cited:

- It is too expensive.
- A committee was developed and raised $225.00.
- The cupola is the only part that might be worth something. Keep the cupola for a ticket sale for the fair board.
- A last effort regarding a press release will be investigated. Janet will get ahold of the press at the Cadillac News.

It was requested Comm. Theobald speak with the Northern District Fair regarding options for the building.

A discussion arose on the grass around the old jail. It was stated that North Flight will continue to maintain the grounds around their building and that the County should follow the City's ordinance. Mr. Kerr reminder everyone that the boiler is broken in the building and would cost approximately $1,000 to fix it.

G.6. Warren Street Abandonment Discussion
A discussion took place. Janet Koch cited the following:
The land division act, PA 288, references that local streets within the City limits belong to the City. We would need a resolution from the City. Once that is acquired, the County would need to contact the property owners in the subdivision that are located next to the right-of-way. Then a friendly lawsuit will follow in which the Circuit Court will make a decision to terminate rights of the property owners. It is a long process. More communication will take place with the City of Cadillac.

G.7. County Reopening Discussion
Judge Fagerman stated the following information:
The Supreme Court last week issued an order that they have superintending control over all the local courts. The Supreme Court is requiring all local courts to follow specific guidance in reopening the Courthouse. The mandate specifies that no one is allowed into the courtrooms at this time. The Court will be submitting a proposal to the State regarding the Stay at Home Order and reopening the Courts. Screening of people at the door will be necessary. The County needs to be consistent with everyone in the County Buildings. It is hopeful that the County will be able to open in late June. The county is looking into having security at the Lake Street Building. As things progress, the county continues to adapt to the situation.

CORRESPONDENCE
The Notice to Taxing Jurisdiction regarding the Cadillac Lofts Brownfield Plan was cited and available in the packet.

ADMINISTRATOR'S COMMENTS
Ms. Koch reported that MERS now has the documentation and it will be an additional 10 to 15 days before the county receives information.

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PUBLIC COMMENTS
Ms. Alaina Nyman, Clerk, stated the difficulty for social distancing in the courtrooms.

Ms. Janet Koch, Administrator, thanked everyone for doing their part in the social distancing.

COMMITTEE COMMENTS
Comm. Theobald thanked everyone for going above and beyond during this pandemic and keeping people safe.

Comm. Bengelink reminded everyone to be cognizant that this is a pandemic. We need to get the world back to normal and we need to protect our workers.

CHAIR COMMENTS
None.

ADJOURN
A motion was made by Bengelink and supported by Musta to adjourn at 4:58 p.m. A vote was called. All in favor.

_____ _____
Gary Taylor, Chair Norma Kijorski, Recording Secretary

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Attachment 1

G.2.b.
Revised

INFRASTRUCTURE
ALTERNATIVES, INC.

May 1, 2020

Mr. Scott Conradson, District Engineer
Michigan Department of Environmental Quality
Office of Drinking Water and Municipal Assistance
Cadillac District Office
120 West Chapin Street
Cadillac, MI 49601

Re: Cedar Creek Township/Wexford County Public Water Supply Asset Management Plan

Dear Mr. Conradson:

We understand that the Department of Environment, Great Lakes, and Energy (EGLE) is requiring an Asset Management Plan (AMP) for water systems in order to meet critical items as outlined in the Safe Drinking Water Act 1976 PA 399, as amended. The enclosed AMP as prepared by Infrastructure Alternatives, Inc. (IAI) is intended to satisfy these requirements.

The AMP serves as an interactive planning tool for the community to manage current system needs, as well as project preventative maintenance and capital improvements, in order to provide continuous reliable service to its customers. We have geared the resulting AMP tables toward the EGLE Asset Management Program Review Checklist and have organized the work activities around the five-part structure for Water System AMPs, which are listed as follows:

1. Asset Inventory and Condition Assessment
2. Criticality of Assets
3. Level of Service
4. Capital Improvements Planning
5. Long-Term Funding/ Revenue Structure

Asset Inventory
The County owns and operates the community water system serving 53 customers. The water system is served by two water production wells located at the well house located on N. 45 Road, one chlorine feed pump, three 270-gallon hydro-pneumatic pressure tanks providing finished water storage and system pressure, and numerous hydrants and isolation valves. We also understand that Michigan's Lead and Copper Rule requires the presence of lead services lines to be a factor in prioritizing asset criticality in the AMP by January 1, 2021. However, this was not included in this plan as the system was constructed in 2009 and contains only HDPE and

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info@iaiwater.com | www.iaiwater.com

copper service lines. All tracked assets, locations, and known historical detail are listed by category in Table 1 of the AMP.

Criticality Assessment
An assessment of each asset within the water distribution system was collected through historically documentation, day-to-day operations input, supplier input, and field knowledge. Asset data entered into Table 1 includes installation date, typical useful life, current condition, probability of failure (1 – Improbable to 5 – Imminent), consequence of failure (1 – Insignificant to 5 – Catastrophic), and estimated cost of replacement. The complete criticality rating system is outlined in Table 2. Any asset receiving a criticality rating of 16 or above is automatically assigned to the Capital Improvements Plan (CIP).

Level of Service Goals
The Cedar Creek Township Public Water Supply Distribution System seeks to provide quality drinking water to residents of the community. This Level of Service (LOS) plan outlined in Table 3 should be integrated with utility operations on an ongoing basis through the setting of practical goals for the water system operations and performance. The table provides a definition of each goal and tangible methods and timelines by which to measure its validity have been added.

Funding Structure and Rate Methodology
The funding and rate structure as outlined in Table 4 accounts for all expenditures relating to operations and maintenance of the Cedar Creek Township water system. Planned CIP and asset replacement project costs were taken into account, and five funding options were generated and reviewed by Wexford County, with a projection of "Option 5" into the year 2027. We selected Option 5 as it is as close to the current rate structure. Currently, the majority of the customers on the system are provided water service at no cost, deductions from the Operating Reserve account (approximately $1.2 million as of 3/31/2020) for the majority of the system Revenue (shown in Table 7 under "Interest Income / Transferred In"). Therefore, we have looked ahead at the sustainability of the system for the year 2027, when all system customers will be financially responsible for their water service, and determined that an additional $1.92 per month added to the current scheduled annual increases would close this funding gap. A 10-year budget, as outlined in Table 7, utilizes the annual expenditure values and revenues. This budget assumes an annual inflation factor of 1.5. The County is in the process of reviewing the rate methodology and recommended budget in order to implement increases which will allow the system to sustain well into the future.

Capital Improvements Plan
The CIP outlines the multiyear scheduling of improvements the County is actively pursuing. Development of these projects is to be over a 5 year and 20 year planning period as outlined in the system Reliability Study. All projects listed are planned for development within the 20 year planning period, and the specific timeline of each of these projects is reflected in Table 6. Any further CIP and/or replacement projects, particularly projects falling beyond the 20 year planning period, have been detailed in "20 + year CIP" on Table 6.

INFRASTRUCTURE
ALTERNATIVES, INC.

We trust that the enclosed AMP fulfills the required submittal for community water systems. Please call should you have any questions.

Respectfully,

SIERRA BROWN
REGIONAL MANAGER
IAI | Clean Water Solutions

Mobile 517.242.7131
www.iaiwater.com | sbrown@iaiwater.com
7888 Childsdale Ave NE | Rockford, MI 49341

cc. Mr. Gary Taylor, Wexford County Executive Committee Chair
Mr. Robert Polanic, IAI Project Manager

Attachments:
Cedar Creek Township Public Water Supply Asset Management Plan
Cedar Creek Township Public Water Supply System Fees & Charges – 20 YR Fee Schedule

Utility Information

Utility Name:	Cedar Creek Water Supply	
Street Address:		
City:	Manton	
Zip Code:		49633
Phone Number:	231.577.8793	
Email:	bpolanic@iaiwater.com	
WSSN:;		1258
Number of Connections:		53
Number of Customers:		53

Personnel

Contact Person:	Gary Taylor
Title:	Wexford County Executive Board Chair
Role:	Adminstration
Email:	gtaylor@wexfordcounty.org
Team Member:	Janet Koch
Title:	Wexford County Administrator
Role:	Administration
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Team Member:	Bob Polanic
Title:	Project Manager
Role:	Operator in Charge
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Team Member:	Nathan Filley
Title:	Plant Manager
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Team Member:	Ryan Longstreet
Title:	Operations Specialist
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Team Member:	Brandon Cerka
Title:	Operations Specialist
Role:	Operations
Email:	bcerka@iaiwater.com

Asset Inventory Table 1

Directions
A. List assets
B. Enter asset information
C. To add more assets use insert function and add rows then copy first asset row to new rows to transfer formulas
D. Enter information in highlighed cells
E. Remaining cells will calculate automatically.

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Source Assets	Material	Location	Latitude	Longitude	Manufacturer	Original Cost	Replacement Cost	Year Installed	Remaining Useful Life in Years	Condition	Probability of Failure	Consequence of Failure	Criticality Factor
Well #1		Well House Site	44.3786	-85.37455		$ 75,000	$ 90,000	2009	39	1	2	4	8
Well #2		Well House Site	44.37783	-85.37404		$ 75,000	$ 90,000	2009	39	1	2	4	8
Well Controls		Well House Site	44.37731	-85.37493		$ 30,000	$ 30,000	2009	19	2	3	5	15
Emergency Generator		Well House Site	44.37723	-85.37492		$ 50,000	$ 55,000	2009	14	1	3	3	9
Dehumidifier		Well House Site	44.37731	-85.37493		$ 800	$ 1,000	2009	4	2	3	1	3

If Criticality Factor is greater than 16 cell will turn RED
If Criticality Factor is greater than 16 add to CIP table

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Treatment Assets	Material	Location	Latitude	Longitude	Manufacturer	Original Cost	Replacement Cost	Remaining Useful Life in Years	Remaining Useful Life in Years	Condition	Probability of Failure	Consequence of Failure	Criticality Factor
Chlorine iniections equipment		Well House Site	44.37731	-85.37493		$ 2,000	$ 2,000	2020	10	3	3	3	9
											5		

If Criticality Factor is greater than 16 cell will turn RED
If Criticality Factor is greater than 16 add to CIP table

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Storage/Distribution Assets	Material	Location			Manufacturer	Original Cost	Replacement Cost	Remaining Useful Life in Years	Remaining Useful Life in Years	Condition	Probability of Failure	Consequence of Failure	Criticality Factor
Hydro-pneumatic Storage Tank	Steel	Well House Site	44.37731	-85.37493		$ 10,000	$ 10,000	2009	4	2	3	5	15
Manual Flushers (26 @ $1,000 each)		Throughout System			EJ	$ 26,000	$ 26,000	2009	39	2	2	2	4
Distribution Valves (25 @ $500 each)		Throughout System				$ 12,500	$ 12,500	2009	39	2	2	4	8
Water Main (28,079 ft @ $60 per linear foot)		Throughout System					$ 1,684,740	2009	64	2	2	5	10
Curb-box and Service Line ($1000 per connection)		Throughout System				$ 56,000	$ 56,000	2009	39	2	3	3	9
Meters (56 @ $300 each)		Throughout System				$ 16,800	$ 16,800	2009	9	2	3	2	6
Auto Flusher #1			44.35399	-85.39725			$ 4,000	2009	4	3	3	2	6
Auto Flusher #2			44.37524	-85.40288			$ 4,000	2009	4	3	3	2	6
Auto Flusher #3			44.38574	-85.39764			$ 4,000	2009	4	3	3	2	6

If Criticality Factor is greater than 16 cell will turn RED
If Criticality Factor is greater than 16 add to CIP table

Asset Rating Table 2

Column J	
Condition	***Assessment***
Condition Rating	**Description**
5	Asset Unserviceable - Over 50% of asset requires replacement
4	Significant deterioration - significant renewal/upgrade required (20 -40%)
3	Moderate deterioration - Significant maintenance required (10 -20%)
2	Minor Deterioration - Minor maintenance required (5%)
1	New of Excellent Condition - Only normal maintenance required

Column K	
Probability of	***Failure***
Performance Rating	**Description**
5	Imminent - Likely to occur in the life of the item
4	Probable - Will occur several times in the life of an item
3	Occasional - Likely to occur some- time in the life of an item
2	Remote - Unlikely but possible to occur in the life of an item
1	Improbable - So unlikely, it can be assumed occurrence may not be experienced

Column L	
Consequence of	***Failure ****
Performance Rating	**Description**
5	Catastrophic disruption
4	Major disruption
3	Moderate disruption
2	Minor disruption
1	Insignificant disruption

* consider safety/social, economic/financial, environmental

Level Of Service Table 3

SAMPLE AREAS	DEFINE GOALS / OBJECTIVES	WHAT LEVEL OF SERVICE
Safe Drinking Water	All federal and state water quality regulations will be met.	Preform all required monitoring and additional system monitoring to ensure satisfactory chlorine application.
Health, Safety	To provide a safe and injury free work place.	Conduct regular safety meetings and in-house (IAI) safety inspections. No MIOSHA safety violations.
Security	Secure all water installations from break ins / intrusions.	Security of water insallations incude keyed locked on perimter fence and eyed lock on well house door.
Operator certification	Must have operator in charge & backup operator on staff.	The water supply has two (2) State of Michigan certified operators.
Customer complaints	To provide excellent customer service.	All customer complaints will be investigated within 1 business day of reporting the complaint. Results of complaint will be reported to customer verbally, via the phone, in person, or in writing.
Upcoming regulatory changes	Be aware of regulatory changes and comply with changes as they occur.	Attend industry conferences and training sessions to stay updated of changes and requirements. Annual meetings with local EGLE representative to insure compliance.
Response time	To provide excellent customer service.	Customer emergency response time within 30 minutes. Customers will receive written notice at least 24 hours in advance of any planned interruption in service.
Operating Reserves	Enough reserves to cover all anticipated major expenses and potential unexpected breakdowns	Follow EGLE Asset Management Guidelines. Increase water rates by 3% until 2033.
Wells -Supply water	Maintain all well related equipment. Focusing on preventative maintenance to prevent unscheduled breakdown.	Wells are inspected annually and major services perfonned by Well Specialist with regular maintenance perfonned by operations staff.
Alternative Power Source	Both wells have a permanent generator or back up power.	Annual inspections of generator will be perfomed by outside, certified profesionals with regular inspections and maintenance performed by operations staff.
Quality Drinking Water	To provide high quality good tasting drinking water.	Water mains will be flushed at a minimum of two (2) times per year with additional flushing as needed.
Distribution System	Distribution System Valves	Exercise ALL water distribution valves annually. Provide adequate manpower to perfonn valve exercise program. Have written documentation of valve exercising.
	Water Main Flushing	Water mains will be flushed two (2) times per year. Provide adequate manpower to perform water main flushing. Have written documentation of water main flushing. Under normal conditions, pressures will be maintained between 50 and 70 psi.
	General System Maintenance	Insure water rates and budget are adequate to provide manpower to perform valve exercising, hydrant maintenance, water main flushing and replacement if necessary.
Water Treatment	Maintain water plant to insure high quality good tasting drinking water.	Best done through adequate preventative maintenance and chlorine resdiual testing three (3) times per week.
Administrative	Provide excellent customer service. Insure customers bills are accurate.	Follow up on all complaints to insure a finite outcome. Review any discrepancy.
Financial		Review Water Rates annually.
Rules and Regulations	Monitor & enforce.	Update & review rules annually - Cross onnections, Site sampling plan, Required Lab analysis, Consumer confidence report, and Safety program.

Rate Methodology Table 4

Directions
A. To add more line item expenses use insert function and add rows then copy first line item row to new rows to transfer formulas
B. Enter information in highlighed cells
C. Remaining cells will calculate automatically.

Gallons (mil)	<<< Click at left and select flow units (million cubic feet or millions of gallons)
2.11	<<< Enter annual billable flow in units selected above
0.01	<<< Enter typical quarterly flow of single-family home in units selected above
Meters	<<< Click at left and select the type of fixed units
53	<<< Enter number of fixed units

Calculate Operating Reserve (optional if creating budget for only OM&R)	
$ 44,117	Total OM&R from Expenditures in table below
$ 22,058	Targeted Operating Reserve Amount (this is 50% of OM&R)
$ 1,200,000	<<< Enter amount of cash or equivalents
$ (1,177,942)	Additional Operating Reserves Needed (If negative number, stop here)
	<<< Enter # of years to accumulate reserves (rule of thumb is 5 years)
$ -	Annual Contribution To Achieve Targeted Operating Reserve Amount

$
1. Edit budget items below, if needed
2. Enter budget amount for each item in highlighted cells
3. Under Options 3 and 4, enter percent of entire budget allocated to billable flow (Variable). The remainder is allocated to Fixed.
4. Under Option 5, enter percent of each budget item allocated to billable flow. The remainder is allocated to Fixed.
5. Click on Capital Improvements tab and Replacement tab to complete those worksheets

Expenditures	Budget	Option 1	Option 2	Option 3		Option 4		Option 5			Option 5 (2027)			
		Variable	Fixed	Variable	Fixed	Variable	Fixed		Variable	Fixed		Variable	Fixed	2027
		100%	100%	80%	20%	20%	80%	%	30%	70%	%	30%	70%	Budget
Operation, Maintenance and Repair (OM&R)														
Administration Fee	$ 1,000	$ 1,000	$ 1,000	$ 800	$ 200	$ 200	$ 800	0%	$ 300	$ 700	0%	$ 339	$ 791	$ 1,131
Postage	$ 250	$ 250	$ 250	$ 200	$ 50	$ 50	$ 200	0%	$ 75	$ 175	0%	$ 85	$ 198	$ 283
Contract Services	$ 22,850	$ 22,850	$ 22,850	$ 18,280	$ 4,570	$ 4,570	$ 18,280	0%	$ 6,855	$ 15,995	0%	$ 7,751	$ 18,085	$ 25,836
Telephone	$ 1,200	$ 1,200	$ 1,200	$ 960	$ 240	$ 240	$ 960	0%	$ 360	$ 840	0%	$ 407	$ 950	$ 1,357
Printing	$ 200	$ 200	$ 200	$ 160	$ 40	$ 40	$ 160	0%	$ 60	$ 140	0%	$ 68	$ 158	$ 226
Utilities	$ 6,000	$ 6,000	$ 6,000	$ 4,800	$ 1,200	$ 1,200	$ 4,800	0%	$ 1,800	$ 4,200	0%	$ 2,035	$ 4,749	$ 6,784
Maintenance	$ 5,000	$ 5,000	$ 5,000	$ 4,000	$ 1,000	$ 1,000	$ 4,000	0%	$ 1,500	$ 3,500	0%	$ 1,696	$ 3,957	$ 5,653
Replacement (See Table 4)	$ 7,617	$ 7,617	$ 7,617	$ -	$ -	$ -	$ -	0%	$ 2,285	$ 5,332	0%	$ 2,584	$ 6,028	$ 8,612
Total OM&R	**$ 44.117**	**$ 44.117**	**$ 44.117**	**$ 29.200**	**$ 7.100**	**$ 7.100**	**$ 28.400**		$ 13,235	$ 30,882		$ 14,965	$ 34,917	$ 49,882
Capital Improvement (See Table 5 - 5 YR CIP)	$ 2,000	$ 2,000	$ 2,000	$ 1,600	$ 400	$ 400	$ 1,600	0%	$ 600	$ 1,400	0%	$ 678	$ 1,583	$ 2,261
Capital Improvement (See Table 5 - 20 YR CIP)	$ 5,708	$ 5,708	$ 5,708	$ 4,566	$ 1,142	$ 1,142	$ 4,566	0%	$ 1,712	$ 3,995	0%	$ 1,936	$ 4,517	$ 6,453
Total Water System Expenses	**$ 51,824**	**$ 51,824**	**$ 51,824**	**$ 35,366**	**$ 8,642**	**$ 8,642**	**$ 34,566**		**$ 15,547**	**$ 36,277**		**$ 17,579**	**$ 41,017**	**$ 58,596**

Calculate Rate	Option 1	Option 2	Option 3	Option 4	Option 5	Option 5 (2027)	2027 RATES
Rate per 1000 Gallons	$ 24.51	$ -	$ 16.73	$ 4.09	$ 7.35	$ 8.32	$ 8.09
Readiness to serve charge/Meter	$ -	$ 977.81	$ 163.05	$ 652.19	$ 684.47	$ 773.91	$ 599.04
Quarterly Bill for single-family home	**$ 0.25**	**$ 244.45**	**$ 40.93**	**$ 163.09**	**$ 244.66**	**$ 276.63**	$ 230.66

Replacement Expenses Table 5

Directions

A. List assets to be replaced or rehabilitated
B. Determine how long before action must take place
C. Enter cost to replace or rehabilitate
D. To add more replacement items use insert function and add rows then copy first line item row to new rows to transfer formulas
E. Enter information in highlighed cells
F. Remaining cells will calculate automatically.

A	B	C	
Projects	**Remaining Useful Life in Years**	**Replacement Cost**	**Reserve Required Each Year**
Dehumidifier	4	$ 1,000	$ 250
Hydro-pneumatic Storage Tank	4	$ 10,000	$ 2,500
Meters (56 @ $300 each)	9	$ 16,800	$ 1,867
Auto Flusher #1	4	$ 4,000	$ 1,000
Auto Flusher #2	4	$ 4,000	$ 1,000
Auto Flusher #3	4	$ 4,000	$ 1,000
Total Replacement reserves required in the current year			$ 7,617
			Click Total to add to Budget

Capital Improvement Project Plan Table 6

Directions

A. List projects to be completed
B. Determine how long before the project must begin
C. Enter the total projected cost of the project
D. To add more CIP's use insert function and add rows then copy first CIP row to new rows to transfer formulas
E. Enter information in highlighed cells
F. Remaining cells will calculate automatically.

5 year CIP

A	B		C	
Projects	**Years Until Project Must Begin**	**Completion Date**	**Cost**	**Reserve Required Each Year**
Chlorine Feed Alarm Upgrade	3	2023	$ 2,000	$ 667
Valve Replacement on 22 Road	3	2023	$ 2,500	$ 833
Auto-Flusher Programming Upgrade	1	2021	$ 500	$ 500
Enter project	0		$ -	$ -
Enter project	0		$ -	$ -
Total Capital Improvement reserve required in the current year				$ 2,000
				Click Total to add to Budget

20 year CIP

A	B		C	
Projects	**Years Until Project Must Begin**	**Completion Date**	**Cost**	**Reserve Required Each Year**
Chlorine injections equipment	10	2030	$ 2,000	$ 200
Emergency Generator	14	2034	$ 55,000	$ 3,929
Well Controls	19	2039	$ 30,000	$ 1,579
Total Capital Improvement reserve required in the current year				$ 5,708
				Click Total to add to Budget

20 + year CIP

A	B		C	
Projects	**Years Until Project Must Begin**	**Completion Date**	**Cost**	**Reserve Required Each Year**
Well #3	39	2059	$ 90,000	$ 2,308
Well #4	39	2059	$ 90,000	$ 2,308
Manual Flushers (26 @ $1,000 each)	39	2059	$ 26,000	$ 667
Distribution Valves (25 @ $500 each)	39	2059	$ 12,500	$ 321
Curb-box and Service Line ($1000 per connection)	39	2059	$ 56,000	$ 1,436
Water Main (28,079 ft @ $60 per linear foot)	64	2084	$ 1,684,740	$ 26,324
Total Capital Improvement reserve required in the current year				$ 27,760
				Click Total to add to Budget

Ten Year Budget * Table 7

Directions

A. List current year budget expenses
B. Determine inflation factor
C. To add more line item expenses use insert function and add rows then copy first line item row to new rows to transfer formulas
D. Enter information in highlighed cells
E. Remaining cells will calculate automatically.

INFLATION FACTOR (%) - 1.77 **

Annual Fee Increase (%) - 3

EXPENSES	Current Year	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
OPERATIONS & MAINTENANCE										
Administration Fee	$1,000.00	$1,017.70	$1,035.71	$1,054.05	$1,072.70	$1,091.69	$1,111.01	$1,130.68	$1,150.69	$1,171.06
Postage	$250.00	$254.43	$258.93	$263.51	$268.18	$272.92	$277.75	$282.67	$287.67	$292.76
Contract Services	$22,850.00	$23,254.45	$23,666.05	$24,084.94	$24,511.24	$24,945.09	$25,386.62	$25,835.96	$26,293.26	$26,758.65
Telephone	$1,200.00	$1,221.24	$1,242.86	$1,264.85	$1,287.24	$1,310.03	$1,333.21	$1,356.81	$1,380.83	$1,405.27
Printing	$200.00	$203.54	$207.14	$210.81	$214.54	$218.34	$222.20	$226.14	$230.14	$234.21
Utilities	$6,000.00	$6,106.20	$6,214.28	$6,324.27	$6,436.21	$6,550.13	$6,666.07	$6,784.06	$6,904.14	$7,026.34
Maintenance	$5,000.00	$5,088.50	$5,178.57	$5,270.23	$5,363.51	$5,458.44	$5,555.06	$5,653.38	$5,753.45	$5,855.28
Replacement (See Replacement sheet)	$7,616.67	$7,751.48	$7,888.68	$8,028.31	$8,170.41	$8,315.03	$8,462.21	$8,611.99	$8,764.42	$8,919.55
TOTAL OM&R EXPENSES	$44,116.67	$44,897.53	$45,692.22	$46,500.97	$47,324.04	$48,161.67	$49,014.13	$49,881.68	$50,764.59	$51,663.12
Capital Improvement (See CIP sheet)	$2,000.00	$2,035.40	$2,071.43	$2,108.09	$2,145.40	$2,183.38	$2,222.02	$2,261.35	$2,301.38	$2,342.11
Operating Reserves	$5,707.52	$5,808.54	$5,911.35	$6,015.98	$6,122.47	$6,230.83	$6,341.12	$6,453.36	$6,567.58	$6,683.83
TOTAL EXPENSES	$51,824.19	$52,741.47	$53,675.00	$54,625.05	$55,591.91	$56,575.89	$57,577.28	$58,596.40	$59,633.55	$60,689.07
REVENUES										
User charge Revenue	$7,200.00	$7,416.00	$7,638.48	$7,867.63	$8,103.66	$8,346.77	$8,597.18	$48,899.92	$50,366.92	$51,877.93
Miscellaneous Revenue / Penalties	$1,000.00	$1,017.70	$1,035.71	$1,054.05	$1,072.70	$1,091.69	$1,111.01	$1,130.68	$1,150.69	$1,171.06
Interest Income / Transferred In	$44,600.00	$45,389.42	$46,192.81	$47,010.43	$47,842.51	$48,689.32	$49,551.12	-	-	-
TOTAL REVENUES	$52,800.00	$53,823.12	$54,867.01	$55,932.11	$57,018.88	$58,127.78	$59,259.31	$50,030.60	$51,517.61	$53,048.98
BUDGET SURPLUS/DEFICIT	$975.81	$1,081.65	$1,192.01	$1,307.06	$1,426.97	$1,551.90	$1,682.03	-$8,565.80	-$8,115.95	-$7,640.08

* The 10 Year Budget is for estimation purposes only. It is not intended for determining debt funding needs. For a more accurate debt evaluation please seek the services of a financial advisor.

** The annual inflation factor can be found at the following website http://www.usinflationcalculator.com/inflation/historical-inflation-rates/

Section 6. **Conflict.** All resolutions or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby rescinded.

ROLL CALL VOTE:

YEAS: HILTY, FUSCONE, MIX, PARKER, DARNELL, MONROE

NAYS: _____

ABSTAIN: _____

ABSENT: SOLOMON

BOARD APPROVED

APR 18 2013

RESOLUTION DECLARED ADOPTED.

WEXFORD CO. D.P.W.

Date: April 18, 2013

Secretary; Board of Public Works

Cedar Creek Public Water Supply

System Fees and Charges - 20 YR Fee Schedule
Annual Increase: 3.00%

Year	Commodity (per 1k gal)	Availability (per month)	Connection	Service Lead (per foot)	Inspection/Admin
2013	**$5.35**	**$33.00**	**$1,250**	**$15.00**	**$35.00**
2014	$5.51	$33.99	$1,288	$15.45	$36.05
2015	$5.68	$35.01	$1,326	$15.91	$37.13
2016	$5.85	$36.06	$1,366	$16.39	$38.25
2017	$6.02	$37.14	$1,407	$16.88	$39.39
2018	$6.20	$38.26	$1,449	$17.39	$40.57
2019	$6.39	$39.40	$1,493	$17.91	$41.79
2020	$6.58	$40.59	$1,537	$18.45	$43.05
2021	$6.78	$41.80	$1,583	$19.00	$44.34
2022	$6.98	$43.06	$1,631	$19.57	$45.67
2023	$7.19	$44.35	$1,680	$20.16	$47.04
2024	$7.41	$45.68	$1,730	$20.76	$48.45
2025	$7.63	$47.05	$1,782	$21.39	$49.90
2026	$7.86	$48.46	$1,836	$22.03	$51.40
2027	$8.09	$49.92	$1,891	$22.69	$52.94
2028	$8.34	$51.41	$1,947	$23.37	$54.53
2029	$8.59	$52.96	$2,006	$24.07	$56.16
2030	$8.84	$54.54	$2,066	$24.79	$57.85
2031	$9.11	$56.18	$2,128	$25.54	$59.59
2032	$9.38	$57.87	$2,192	$26.30	$61.37
2033	$9.66	$59.60	$2,258	$27.09	$63.21

G.2.a.

INFRASTRUCTURE ALTERNATIVES, INC.

Monthly Operations & Maintenance Report

June 9, 2020

Report for Month: May, 2020
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Bob Polanic, Project Manager

Emergency Call-outs/Customer Complaints

- 5-5-20 – Customer @ 9300 E 22 Rd called about discolored water. Flushed upstream and downstream of customer – OK.

Significant Events:

- 5-29-20 – Mailed Consumer Confidence Report and Flushing Notice to all customers.

Preventive Maintenance:

- 5-1-20 – Cummins performed annual maintenance on Well Generator.
- 5-8-20 – Adjusted run times on all auto flushers. Set to maintain a 0.2 mg/l chlorine residual
- IAI staff continues to regularly check chlorine residuals throughout the water system.

Facilities Data for the Month

Production at Well House	474,810 gallons
Metered Usage (Includes Flushing Hydrants)	454,766 gallons
Metered Reversal Flow at Well House	18,555 gallons
Metered Flushing	0 gallons
Difference (% Loss)	1,489 gallons (0.31%)

WEXFORD COUNTY ESTABLISHED ~ 1869

G.3.

Subject: Saving of the Octagonal Building

Date: Wed, 3 Jun 2020 12:02:17 -0400
From: Crystallakej14 <crystallakej14@gmail.com>

Dear Wexford County Board of Commissioners and Wexford County Administrator Koch,

For those that I haven't yet met..... My name is Crystal Lake Johnson. I am the last standing former member of the Octagonal Committee that was dissolved more than a year ago. I worked very closely with Mary Stark and many of the former committee members over the last 7 years in various capacities.

I am also the community member that has offered to buy the building for $1, insure it and move it to a more prominent location. The option of late was the Buckley Old Engine Steam Show. Due to COVID-19, the 600 member group has not been able to meet because of restrictions They are currently trying to work out how to effectively "cancel" the steam show by a 2/3 membership vote. The Board has decided, however the membership has not. Therefore, I had been entertaining other options when the subject of the Octagon building appeared on your agenda again.

There has been a recent increased interest in saving the building and as of yesterday, several parties with "muscle and means" have come forward, as well as over 50 citizens interested in grouping and funding the restoration and promotion of this magnificent building. I am asking you to table this agenda item while we put together a plan of action for you. Our initial discussion included the purchase, move, funding and future promotions for the building. We are seeking a suitable location with appropriate visibility and adaquate space for parking and expansion. At this time, I am not prepared to name names or network connections, however I hope to have another update at the June 9th, Executive Committee meeting.

It is my sincerest intention to join you at 4pm for your Board Commission Meeting, via ZOOM or phone, barring any cyber complications.

Thank you for your time and consideration!

I look forward to a positive forward action regarding the Octagonal Building and the opportunities it will offer us for education and history of Wexford County.

Crystal Lake Johnson

crystallakej14@gmail.com

231-846-5600

G.4.

LETTER OF UNDERSTANDING

BETWEEN

WEXFORD COUNTY BOARD OF COMMISSIONERS AND WEXFORD COUNTY SHERIFF

AND

POLICE OFFICERS ASSOCIATION OF MICHIGAN (POAM)

WHEREAS, the parties negotiated a 2020-2022 Collective Bargaining Agreement (CBA) in December 2019, to be effective January 1, 2020; and

WHEREAS, the Tentative Agreement maintained the maximum annual vacation carryover at 100 hours of vacation; and

WHEREAS, it was the intent of the Employer that the maximum annual vacation carryover be the same amount as the maximum vacation accumulation being 250 hours and be the same as the provisions in the Corrections Unit Collective Bargaining Agreement; and

WHEREAS, the parties desire to correct the discrepancy.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

1. The parties agree that the attached Article 16, Vacations, will replace the prior Article 16, Vacations, in the 2020-2022 CBA, to be effective January 1, 2020. Specifically, the 100 hour annual vacation carryover limit will be replaced as set out in the attached Article 16, Vacations, by a maximum annual vacation carryover limit of 250 hours.

2. The parties agree that the language in the attached Article 16 Vacations, clarifies several other vacation issues, including the amount of vacation payout maximum at retirement and death (250 hours max) and the maximum amount of vacation payout at voluntary resignation or termination by the Employer.

POLICE OFFICERS ASSOCIATION OF MICHIGAN

POAM 6-4-20

Dan Kuhn, Business Agent Date

WEXFORD COUNTY BOARD OF COMMISSIONERS

Gary Taylor, Chairman Date

WEXFORD COUNTY DEPUTY SHERIFF'S ASSOCIATION

Arjay Schopieray Date

WEXFORD COUNTY SHERIFF

Trent Taylor, Sheriff Date

H.

INFRASTRUCTURE ALTERNATIVES, INC.

Water Main Flushing / Water Quality Report **June 1, 2020**

Dear Resident:

Infrastructure Alternatives, Inc. staff has scheduled water system flushing for the Cedar Creek Water Supply. There will be two (2) flushing events this calendar year. The **Spring** system flush is scheduled for **June 9th & 10th** and the **Fall** system flush for **October 13th & 14th.** Flushing of the system will occur between the hours of 10:00AM and 3:30 PM.

Important: Your cooperation is needed to make the flushing program successful. Please note the following recommendations.

1. **Avoid using water during the time period when water flushing will be performed in your area.**
2. **If appropriate, turn off and by-pass your water softening system one hour before flushing is scheduled to be performed in your area. Do not return your softener to service until after you have flushed your water lead (See number 4)**
3. **Turn off any automatic water systems, such as time-delayed dishwashers or times lawn sprinkling systems.**
4. **One hour after the scheduled flushing is performed, prior to using water in your home, open the faucet closest to the point where the water enters your home. Allow the water to run into the nearest drain until it runs clear. If appropriate, return your water softener or automatic water systems to service.**

During these flushing dates, it is a perfect time for customers to flush the plumbing inside of their homes/businesses if desired. To accomplish a proper flushing throughout the plumbing in your home and your service line, open all of your faucets and let the cold water run for 10-15 minutes.

Also, this is a good time to cycle the water in your hot water heater. To cycle all of the water through your water heater, turn on all the hot water faucets in your home/business until the water runs cold. Again, this is only a recommendation and is not required.

If you have any questions, concerns, experience water quality or pressure problems, please feel free to contact us at (231)577-8793.

Thank you for your cooperation,

Bob Polanic

Bob Polanic | Project Manager

IAI

7888 Childsdale Ave. | Rockford, MI 49341 USA