



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, February 8, 2022, beginning at 4:00 p.m. in the Commissioners’ Room, 437 E. Division St., 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 JANUARY 11, 2022 REGULAR MEETING MINUTES1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Discussion on Current Litigation Matters
 - 2. DPW Issues/Concerns
 - a. Infrastructure Alternatives Monthly Report5
 - b. Update on Parcel #2309-33-1101
- H. CORRESPONDENCE
- I. ADMINISTRATOR’S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

COUNTY OF WEXFORD
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES
January 11, 2022

The meeting was called to order by Chairman Taylor at 4:00 p.m., in the Commissioners' Room of the Courthouse, third floor, 437 E. Division, Cadillac, Michigan, 49601.

Members Present: Gary Taylor, Chair; Mike Bengelink, Mike Musta, and Julie Theobald
Members Absent: None
Also Present: Jami Bigger, HR Director; Adam Kerr, Maintenance; Janet Koch, Administrator; Megan Kujawa, Senior Executive Administrative Assistant; Gordon Maxwell, Member of the Public; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Tom Lutte, Infrastructure Alternatives Inc.; and Member of the Public via Zoom.

ADDITIONS OR DELETIONS TO THE AGENDA

APPROVAL OF THE AGENDA

A motion was made by Musta and supported by Theobald to approve the agenda. A vote was called. All in favor, motion passed.

APPROVAL OF THE MINUTES

A motion was made by Theobald and supported by Musta to approve the December 14, 2021, Regular Meeting Minutes. A vote was called. All in favor, motion passed.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Ms. Koch stated that a settlement is being proposed regarding the foreclosure cases; we're now awaiting a response from Mr. Vander Laan regarding a closed session date for the Board to consider opting in to a possible settlement. There is no new information for the Maynard, Calkins cases and no new information for the Opioid Litigation.

G.2.a. Cedar Creek Water System

Infrastructure Alternatives Inc. (IAI) Monthly O&M Report for December 2021. Mr. Tom Lutte reported the following:

- 12/16/2021 – Callout for power outage, backup generator ran appropriately until the power was restored on 12/18/2021.
- Well House meter is still reading less than current system usage. There is a scheduled meter recalibration and inspection for January 13, 2022.

G.2.b. Cedar Creek Water Feasibility Study

A motion was made by Musta and supported by Bengelink to forward to the full board the recommendation to approve the Gosling Czubak proposal for the Cedar Creek Water Feasibility Study.

G.2.c. Update on Parcel #2309-33-1101

Ms. Koch stated that she reached out to Phil Roycraft from EGLE and is waiting for a response regarding getting that parcel released from the restricted covenant along with a parcel that is adjacent.

G.3.Kalkaska Inmate Housing Agreement

A motion was made by Bengelink and supported by Musta to forward to the full board the recommendation to approve the Kalkaska County Inmate Housing Agreement, pending attorney review.

Ms. Koch made comment that Wexford County’s legal counsel also serves Kalkaska County; a waiver of conflict had been signed.

A vote was called. All in favor, motion passed.

G.4. DHHS #10 Lease Agreement

A motion was made by Theobald and supported by Musta to forward to the full board the recommendation to approve the 2022-2024 DHHS #10 Lease Agreement. A vote was called. All in favor, motion passed.

G.5. HVAC Proposal for the Wexford County Historic Courthouse

A motion was made by Bengelink and supported by Theobald to forward to the full board the recommendation to approve the Proposal from BRANRO Enterprises for the Wexford County Historic Courthouse.

Ms. Koch commented that representatives from BRANRO Enterprises will be at the next Board of Commissioners’ meeting to do a short presentation about this project.

G.6. Zoom Meetings Discussion

A motion was made by Bengelink and supported by Theobald to send to the full board the recommendation that Zoom attendance be made available only for Board of Commissioner meetings and discontinue for committee meetings, unless otherwise arranged with the Administrative office.

A vote was called. All in favor, motion passed.

CORRESPONDENCE

DEQ – EGLE Annual Report: Wexford County Landfill.

ADMINISTRATOR’S COMMENTS

Ms. Koch said that she and Mr. Porterfield spoke with Eric Seely from Empiric Solutions. Mr. Seely will be working on an estimate for IT services.

The Final Rules for American Rescue Plan Act (ARPA) funding have been released and indicate there is no need for a revenue loss calculation. There is still time needed to read the fine print but appears that almost all restrictions have been removed if the County claims the standard allowance.

Ms. Koch said Huron County asked the County Admin listserv about 911/Public Safety millages. Ms. Koch offered to share the results with the Board of Commissioners.

Richard Wilson, attorney for the Lake Mitchell Sewer Authority, reached out to Ms. Koch. Mr. Wilson said “Exhibit B Assignment of Easement” from the 2014 Sewer System Transfer Agreement was never fully executed. The Authority is working to obtain funding from USDA Rural Development and the funding could be delayed due to the lack of signatures on Exhibit B. Any paperwork requiring BOC approval will be presented at the upcoming Board of Commissioners meeting.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Bengelink requested that a meeting of the ad hoc ARPA committee be scheduled in the upcoming weeks to go over the ARPA funds.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Theobald and supported by Musta to adjourn at 4:17 p.m. A vote was called. All in favor.

Gary Taylor, Chair

Megan Kujawa, Recording Secretary

DRAFT



**INFRASTRUCTURE
ALTERNATIVES, INC.**

Monthly Operations & Maintenance Report

February 8, 2022

Report for Month: January 2022
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Ryan Longstreet, Certified Operator

Emergency Callouts/Customer Complaints

- ❑ 12/26/22 – Complaint at 1940 Aubrey Ave. for discolored water. Customers do not use a large amount of water, so we asked them to run their water to flush their service line. – OK.

Significant Events:

- ❑ 1/17/22 – Auto flusher #2 froze. Pulled to thaw and repair.
- ❑ 1/25/22 – Updated Water rates for 2022
- ❑ 1/28/22 – SW Controls came out to inspect and calibrate the wellhouse production meter.
 - He found that the meter was reading accurately but it was programmed not to record flows less than 11 gallons per minute. He reprogrammed the totalizer to read all positive flow.

Preventive Maintenance:

- ❑ IAI staff continues to regularly check chlorine residuals throughout the water system.

Facilities Data for the Month

Production at Well House	241,460 gallons
Metered Usage	197,165 gallons
Metered Reversal Flow at Well House	53,180 gallons
Metered Flushing	194,900 gallons
Difference *(% Gain)	*19,987 gallons (8.28%)

