

COUNTY OF WEXFORD
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES
May 10, 2022

The Executive Committee regular meeting was called to order by Chairman Gary Taylor at 4:00 p.m. in the Commissioners' Room, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Chair; Mike Bengelink, Mike Musta, and Julie Theobald.
Members Absent: None.
Also Present: Adam Kerr, Maintenance Director; Megan Kujawa, Senior Executive Administrative Assistant; Tom Lutke, Infrastructure Alternatives Inc.; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director (via Zoom); Roxanne Snyder, Register of Deeds; and Gordan Maxwell, Member of the Public.

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.4. Jail Building Update

APPROVAL OF THE AGENDA

A motion was made by Comm. Musta and supported by Comm. Theobald to approve the agenda as amended. A vote was called, all in favor. Motion passed, 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Theobald and supported by Comm. Bengelink to approve the April 12, 2022, Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Administrator, Mr. Porterfield informed the committee that there are no updates at this time.

G.2.a. Cedar Creek Water System

Infrastructure Alternatives Inc. (IAI) Monthly O&M Report for April 2022. Mr. Tom Lutke reported the following:

- No callouts or complaints
- 04/29/2022 – Added to a waitlist for Oudbier Instrument Company to have a technician come and check the flow numbers at the wellhouse.
- The annual spring flush of the water system will occur on May 17 and 18.

Mr. Lutke informed the committee that he believes he discovered the issue with the meter; he thinks that the forward flow of the meter is being negatively read and is counting the back flow twice. Also, stated that there is a waitlist for a technician of 6-8 weeks.

G.3. Janitorial Services Contract Discussion

Administrator, Mr. Porterfield informed the committee that there was a meeting with Cadillac Janitorial, in which Mr. Kerr and Comm. Bengelink were in attendance, they discussed the expectations of work to be completed. It was decided that instead of agreeing to a full year contract with Cadillac Janitorial, that it would be better to do a six-month contract. Mr. Porterfield stated that he had edited a previous contract that was with Cadillac Janitorial. Instead of the yearly amount that Cadillac Janitorial provided in the RFP it was just divided in half to fit the six-month time frame. Mr. Porterfield stated the new agreement will be made available for the upcoming finance meeting; it is currently pending legal review.

Maintenance Director, Mr. Kerr informed committee that he met with Mr. Carl Owinga from Cadillac Janitorial today and they did another walk through the buildings. It will be full in-house services, but they won't be doing the dental clinic at the Health Department.

Comm. Bengelink stated that there is deep reservations in working with this vendor due to prior experiences and complaints and there is work being done to form a back up plan in case expectations are not being met.

A motion was made by Comm. Bengelink and supported by Comm. Musta to forward the Janitorial Services Contract to the Finance Committee. A vote was called, all in favor. Motion passed, 4-0.

G.4. Jail Building Update

Maintenance Director, Mr. Kerr informed the committee that on Monday; Ms. Bigger, Deputy County Administrator, Chairman Taylor, Sheriff Taylor, Lt. McDaniel, and himself met with Granger and Gustafson regarding some of the concerns that have been ongoing at the jail. There are several locations that the brick has been popping out and they have been told it was due to the bricks not being sealed. However, it is believed that moisture is coming from the backside of the brick and that sealing the brick on the front would have no impact on that. Comm. Musta asked how the repairs of the brick will happen. Mr. Kerr stated that he has not fixed it because he is not a masonry and doesn't want any warranty to become faulty because an unlicensed masonry addressed the issue; but they are working on getting someone in to correct the problem. Hooker DeJong is contacting the manufacturing for issues with the roof. Northwest Kent is being contacted to correct the issue with the boiler system. There is a pending phone meeting to be held with Hooker DeJong on the certification of the roof, and as to who certified it. Comm. Taylor mentioned that he would like Mr. Porterfield to sit in on the phone meeting.

CORRESPONDENCE

No discussion.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated that the audit is continuing to go smoothly and if anyone needs him he is still available despite working remotely.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Theobald thanked the committee and is sending get well prayers to Mr. Porterfield and his family, she continued on to say that she hopes there is resolution to the issues at the jail, so it is no longer a headache.

CHAIR COMMENTS

Comm. Taylor thanked everyone with their efforts in the Janitorial Services Agreement.

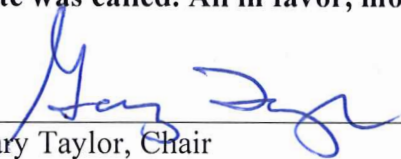
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ADJOURN

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



Gary Taylor, Chair



Megan Kujawa, Recording Secretary