



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, November 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 OCTOBER 11, 2022 REGUALR MEETING MINUTES ..... 1
- F. PUBLIC COMMENTS  
*Designated for topics on the agenda only.*
- G. AGENDA ITEMS
  - 1. Discussion on Current Litigation Matters
  - 2. Infrastructure Alternatives Inc. Monthly Report (*T. Lutke, October 2022*) ..... 3
- 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  
October 11, 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 Musta, Brian Potter, and Julie Theobald.  
Members Absent: None.  
Also Present: Jami Bigger, Deputy County Administrator/ HR Director; Megan Kujawa, Senior Executive Administrative Assistant; Tom Lutke, IAI Project Manager; Tiffany March, Chief Deputy Treasurer; Alaina Nyman, Clerk; Ben Pearson, Cherry Grove Township Supervisor; Joe Porterfield, County Administrator/Equalization Director; Roxanne Snyder, Register of Deed.

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: G.4. Parcel Discussion**

**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. Musta to approve the September 13, 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 is no news to report at this time. He is continuing to receive updates periodically, but no new information has come forward.

Comm. Potter asked Madame Clerk, Ms. Nyman for any updates on the election equipment. Ms. Nyman informed the committee that there are no new updates the investigation discovered no new updates and it is suspected that it was a mistake. However, there was no data on the equipment and the township has ordered new equipment.

***G.2. Infrastructure Alternatives Inc. (IAI) Monthly Report (September 2022)***

Mr. Tom Lutke, IAI Project Manager, was present; a report was provided in the packet, and he discussed the report.

***G.3. MMR Discussion***

Chair Taylor had asked at a previous meeting for Administrator Mr. Porterfield, to investigate the current contract with MMR.

Mr. Porterfield informed the committee that upon looking into the contract that there are several outlined guidelines, standards, and services that MMR agreed to perform when they assumed the contract that was

formerly with North Flight. The County currently pays MMR an annual amount of \$25,000.00, divided and paid monthly. If termination of the contract was to take place the agreement states that the County would buy the land that the MMR building sits on for \$1 but the building would be sold to the County at the appraised value. There have been several concerns throughout the County in several townships and within the City of Cadillac regarding MMR providing the services and upholding the guidelines that are outlined in the contract. The Committee asked Administration to reach out to MMR for further discussion on concerns and to contact legal counsel to discuss the current contract and to see the potential for re-negotiation.

#### **G.4. Parcel Discussion**

The Board approved the purchase of three parcels. Administration is working with legal counsel on a buy/sell agreement, which legal counsel recommended that the parcels undergo a survey and environmental study. The cost is likely to be around \$2,000.00. Mr. Porterfield stated that per County policy he will reach out to a few surveyors to see the cost and timeliness of when it can be done.

#### **CORRESPONDENCE**

None.

#### **ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee that there was a Security meeting last week in which expectations were discussed with security personnel and the implementation of the guidelines started on Monday. There hasn't been any concerns or questions from County employees, however, one of the renters in the Lake Street building reached out with some concerns and questions. Mr. Porterfield continued on to state that one of the Transition houses sold on Friday and the second one is pending and is undergoing inspections.

#### **PUBLIC COMMENTS**

Mr. Ben Pearson, Cherry Grove Township Supervisor, 4830 E. M-55; informed the committee that he attended today's meeting to see what the MMR discussion was about because his own township has had concerns with the services that MMR provides. Cherry Grove has their own ambulance services but at this time is BLS certified, however the five-year plan is to become ALS certified. Their ambulance service works and serves several neighboring townships and is in negotiations with Boon Township to provide services. Mr. Pearson informed the committee that if he can be of any assistance that he is more than happy to help.

#### **COMMITTEE COMMENTS**

None.

#### **CHAIR COMMENTS**

None.

#### **ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Musta to adjourn at 4:16 p.m. A vote was called. All in favor, motion passed.**

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Gary Taylor, Chairman

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Megan Kujawa, Recording Secretary



## Monthly Operations & Maintenance Report

November 8, 2022

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

### Emergency Callouts/Customer Complaints

- ❑ 10/12/22 – A customer called about having low water pressure during the Fall flush. We plan on increasing system pressure and reaching out to the customer prior to the next flushing event to make sure that the water pressure stays in an acceptable range.

### Significant Events:

- ❑ 10/3/22 – Shut off water for 1480 N. Mackinaw Trail for the winter.
- ❑ 10/11/22-10/12/22 – Conducted the Fall System flush.
- ❑ 10/28/22 – Shut off water for 3101 N. Mackinaw Trail for the winter.
- ❑ Payment Plan signed and in place for 1720 and 1722 N. Mackinaw Trail.
- ❑ Still waiting for scheduling with the flow meter technician.

### Preventive Maintenance:

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

### Facilities Data for the Month

Production at Well House	586,039 gallons
Metered Usage	289,678 gallons
Metered Flushing	387,760 gallons
Difference *(% Gain)	*91,399 gallons (15.60%)

