



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, January 10, 2023, beginning at 4:00 p.m. in the Commissioners' Room, 437 E. Division St., Cadillac, Michigan.

**Extended Meeting Room for Wexford County Finance Committee Meeting**

Due to the elevator being inoperable at this time, the Wexford County Executive Committee will be offering an extended meeting room for those unable reach the Commissioners' Room on the 3rd floor. If this is an accommodation you would like, please ask Security to direct you to the West Wing Conference Room where you will be able to view and participate in the Executive Committee meeting via Zoom.

**TENTATIVE AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE DECEMBER 13, 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, December 2022*)..... 4
- 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  
December 13, 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; Judge Jason Elmore, Circuit Court; Megan Kujawa, Senior Executive Assistant (\*Extended Meeting Room via Zoom); Tom Lutke, IAI Project Manager; Bob Polanic, IAI; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Roxanne Snyder, Register of Deeds

*\*Extended meeting room offered on the ground floor to accommodate for the elevator being out of service.*

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

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

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Musta and supported by Comm. Potter to approve the November 8, 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 Porterfield informed the committee he was contacted by the legal counsel handling the opioid litigation on the county's behalf with a request. Ottawa County has filed a lawsuit in Wayne County Circuit Court objecting to the distributor settlement in the opioid litigation. Legal counsel requested permission to intervene in the lawsuit or any other proceedings in Wayne County Circuit Court to defend Wexford County's interests in implementing the settlement. Admin. Porterfield granted them permission to proceed.

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

Bob Polanic, IAI, informed the committee he would like to present to the BOC a cost of services price increase. He noted that in November of 2020, the county signed a five-year contract which included a 2% per year increase; however, services are exceeding the 2% in which they had expected. Mr. Polanic noted that it costs roughly \$42,000 per year to run the Cedar Creek water supply. Increases in fuel, labor, chemicals, and sampling have had a huge impact. Mr. Polanic will be requesting the Board to approve a 10% increase. He was asked by the committee to put together a proposal and present it to the Executive Committee.

Tom Lutke, IAI Project Manager, stated that November was a quiet month. They received one complaint regarding water discoloration, but after asking them to flush their service lines for 30 minutes, the water was cleared up.

Mr. Lutke informed the committee of a suspected leak in the service line of a property on the system. He stated he has been working with Admin. Porterfield to find out which party is responsible for the maintenance of the service line. Admin. Porterfield is still looking into it. A quote for repairs to the service lines was requested. Mr. Lutke will request a quote.

***G.3. Community Corrections Part-time Weekend Tester Discussion***

Admin. Porterfield stated Community Corrections Manager, Mistine Stark, removed her part-time employees from her 2023 budget in order to balance it. He stated Judges are requiring Ms. Stark to do testing on weekends and, without a weekend tester, Ms. Stark would be working overtime to do the testing herself at a higher wage. Admin. Porterfield stated that by Ms. Stark doing this, it would cost the County more than it would by having the part-time tester do it at a lower wage rate.

Ms. Stark informed the committee of some changes that she could make within her own budget to provide the part-time weekend tester position and asked that the position be added back to her roster. Discussion about the department's needs and funding took place.

**A motion was made by Comm. Theobald and supported by Commissioner Musta to forward a recommendation to the full board to put the part-time weekend tester back on Community Correction's roster as long as it stays within their budget.**

Discussion took place on the department's budget and a timeline for the weekend tester position.

**Comm. Theobald withdrew her motion and Comm. Musta withdrew his support.**

**A motion was made by Comm. Theobald and supported by Comm. Musta to forward a recommendation to the full board to put the part-time weekend tester back on Community Correction's roster until March 31, 2023. A vote was called. All in favor.**

***G.4. Octagon Building Discussion***

**A motion was made by Comm. Theobald and supported by Comm. Musta to forward a recommendation to the full board to extend the Octagon Building Agreement with Veterans Serving Veterans until December 31, 2023.**

Commissioner Taylor asked that Admin. Porterfield check on the County's liability regarding the building.

**A vote was called. All in favor.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR’S COMMENTS**

Admin. Porterfield informed the committee that the Judge’s resignation from the Community Corrections Advisory Board was requested to be removed from the last BOC meeting agenda because statute is clear that the position is required to be filled by the District Court Judge or their designee. The committee asked that Mr. Porterfield inquire with the Judge to see if she would recommend a designee for appointment.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

Chair Taylor thanked everyone for coming.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Potter to adjourn at 4:35 p.m. A vote was called. All in favor, motion passed.**

---

Gary Taylor, Chairman

---

Jami Bigger, Recording Secretary



**INFRASTRUCTURE  
ALTERNATIVES, INC.**

## **Monthly Operations & Maintenance Report**

*January 10, 2023*

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

### **Emergency Callouts/Customer Complaints**

- ❑ 12-30 – Customer called due to their bill being damaged in the mail. Reprinted their bill and resent it. – OK.

### **Significant Events:**

- ❑ 12-28 – Located the leak on the service line for 9311 E 22 Rd. The leak has made its way to the surface. Waiting on a quote from excavator for repair work.
- ❑ 12-29 – Grames’ and Lohman’s backflow preventors were inspected and approved by Maveric Mechanical.

### **Preventive Maintenance:**

- ❑ Replaced Chlorine feed pump tubing.
- ❑ IAI staff continues to regularly check chlorine residuals throughout the water system.

### **Facilities Data for the Month**

Production at Well House	457,250 gallons
Metered Usage	274,853 gallons
Metered Flushing	295,660 gallons
Difference *(% Gain)	*113,263 gallons (24.77%)

