



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 14, 2023, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 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 10, 2023 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 2023*)..... 4
 - 3. Health Insurance for 2024..... 5
 - 4. Sheriff's Office Part-time Position..... 6
 - 5. Sponsorship of Cadet to the Police Academy
- 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 10, 2023

The regular meeting was called to order by Chair Gary Taylor at 4:00 p.m. in the Commissioners' Room, located on the third floor of the Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Chair; Mike Musta, and Brian Potter
Members Absent: Julie Theobald
Also Present: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Executive Administrative Assistant; Tom Lutke, IAI Project Manager; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; and Corey Wiggins, Prosecuting Attorney

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Musta and supported by Comm. Potter to approve the agenda. A vote was called, all in favor. Motion passed, 3-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Musta and supported by Comm. Potter to approve the September 12, 2023, Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 3-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Mr. Porterfield informed the committee that he had to give notice to MMRMA about an issue regarding a FOIA request.

G.2. Infrastructure Alternatives Inc. Monthly Report

Tom Lutke, IAI Project Manager, reviewed his report with the committee. Mr. Lutke stated that they are still looking into the meter that is reading falsely and are investigating individual meters.

G.3. Resolution 23-16 Opposing Preempting Local Control for Solar and Wind Developments

A motion was made by Comm. Potter and supported by Comm. Musta to forward a recommendation to the full board to approve Resolution 23-16 Opposing Preempting Local Control for Solar and Wind Developments. A vote was called, all in favor. Motion passed, 3-0.

G.4. Resolution 23-17 Operation Green Light

A motion was made by Comm. Musta and supported by Comm. Potter to forward a recommendation to the full board to approve Resolution 23-17 Supporting Operation Green Light for Veterans. A vote was called, all in favor. Motion passed, 3-0.

G.5. FOIA Coordinator Designation

A motion was made by Comm. Musta and supported by Comm. Potter to forward a recommendation to the full board to approve the Board Chair formally designate the Deputy County Administrator as the FOIA Coordinator and the Senior Executive Assistant as the Assistant FOIA Coordinator.

Ms. Bigger, Deputy County Administrator, informed the committee that according to County Policy the Board Chairman is the FOIA Coordinator and Administration has always handled FOIA requests but at her recent FOIA training it was recommended to have a formal designation in place.

A vote was called, all in favor. Motion passed, 3-0.

G.6. Prosecuting Attorneys Wage Increase Discussion

A motion was made by Comm. Potter and supported by Comm. Musta to forward a recommendation to the full board to set the top annual wage for the Prosecuting Attorney to \$120,000, for the Chief Prosecuting Attorney to \$92,500, and for the Assistant Prosecuting Attorneys to \$75,000 effective October 18, 2023.

Comm. Potter stated that he has been following the wages and regulations for the Public Defender's Office for a couple of years now and this would help bring the Prosecutor's Office and the Public Defender's Office closer in their search for attorneys.

Mr. Porterfield stated that he has met with Mr. Wiggins to discuss this request. Mr. Wiggins has provided a lot of backup that supports the requested increases. Mr. Wiggins informed the committee that as stated in the provided information, he would like a salary range. Mr. Porterfield informed the committee that at this time his suggestion would be to have the top wage rate as stated in the motion.

Mr. Wiggins informed the committee that he wanted to wait until after the first of the year but there are other counties increasing wages now and his is hoping to attach recent law graduates. He hopes this increase will be incentive to work for Wexford County.

A vote was called, all in favor. Motion passed, 3-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the Committee that he is still working on the budget. He has been working with Probate Court for the Childcare Fund Grant because there are some bills heading to the Governor's desk to be signed and those would impact revenues for that grant. At the next Finance Committee meeting there will be an updated budget calendar for the committee.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Musta and supported by Comm. Potter to adjourn at 4:09 p.m. A vote was called, all in favor. Motion passed, 3-0.

Gary Taylor, Chair

Megan Kujawa, Recording Secretary

DRAFT

Monthly Operations & Maintenance Report

November 14, 2023

Report for Month: October 2023
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Ryan Longstreet, Certified Operator

Emergency Callouts/Customer Complaints

- ❑ 10/6 – Customer called about a Utility payment program from the state called the Michigan Homeowner Assistance Fund (MIHAF). The customer was requesting that the county become a member so that she could receive assistance paying her delinquent water bill.
- ❑ Customer requested a water turn off at 1550 Old US 131 for a plumbing repair. Water back on the same day.

Significant Events:

- ❑ 10/10-10/11 – Fall System Flush. No complaints or issues.
- ❑ 10/20 – Witnessed connection for 1396 Old US 131. Meter pit to be installed and connection finalized in early November.

Preventive Maintenance:

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

Facilities Data for the Month

Production at Well House	375,790 gallons
Metered Usage	176,749 gallons
Metered Flushing	258,810 gallons
Difference *(% Gain)	*59,769 gallons (15.90%)



BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM

TO: Executive Committee
FROM: Administration
FOR MEETING DATE: November 14, 2023
SUBJECT: Health Insurance for 2024

SUMMARY OF ITEM TO BE PRESENTED:

Drew Polak, Weadock & Associates, met with Administration to discuss benefit plan renewal options and rate increases. Straight renewal with no changes will be a 2.35% increase from 2023 rates.

Administration asks for the continuation of HSA contributions in the amount of \$1,250 for a single policy and \$2,500 for a double or family policy for the 2024 plan year, to be paid in accordance with Policy B-14.3.

RECOMMENDATION:

Administration recommends approving renewal of the current health insurance plans with a 2.35% increase and to continue HSA contributions in the amount of \$1,250 for a single policy and \$2,500 for a double or family policy for the 2024 plan year.



OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor
Sheriff

Richard R. Doehring
Undersheriff

November 8, 2023

Joe Porterfield
Wexford County Administrator
437 E Division St
Cadillac, MI 49601

Re: Roster Increase- Law Enforcement Division

Dear Mr. Porterfield,

I would like to request an increase in the roster for the POAM 312 group. Currently the roster is set at 16.5 Deputies, and I respectfully request an increase to seventeen. This increase would allow for the Wexford County Sheriff's Office to continue to staff the Court Security Position full-time. Without the increase, the Court Security Deputy position will decrease to half-time. This would result in either overtime for the Sheriff's Office or no coverage by an MCOLES certified Deputy for the Security Office.

Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Trent Taylor", is written over a light blue circular stamp.

Trent J Taylor
Sheriff
TT/jh