

COUNTY OF WEXFORD  
EXECUTIVE COMMITTEE MEETING  
MEETING MINUTES  
December 12, 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, Brian Potter, and Julie Theobald  
Members Absent: None  
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 Roxanne Snyder, Register of Deeds

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

A motion was made by Comm. Musta and supported by Comm. Theobald 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. Theobald and supported by Comm. Musta to approve the November 14, 2023 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***

Mr. Porterfield, County Administrator, informed the Committee that the Treasurer foreclosure lawsuits are progressing. The Sheriff's Office received a summons for a personal injury lawsuit and Ms. Bigger turned it into MMRMA.

***G.2. Infrastructure Alternatives Inc. Monthly Report***

Tom Lutke, IAI Project Manager, reviewed his report with the committee. Mr. Lutke stated that they inspected the well heads and everything looks good.

***G.3. Airport Community Multi-Center Pavilion Letter of Support***

A motion was made by Comm. Theobald and supported by Comm. Musta to forward a recommendation to the full board to approve the letter of support for the Airport Community Multi-Center Pavilion. A vote was called, all in favor. Motion, passed, 4-0.

Comm. Musta stated that Comm. Townsend mentioned this project at the previous Board of Commissioners meeting.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee of the following:

- The spreadsheets for the chart of accounts to be updated has been submitted to BS&A.
- Mr. Porterfield has finished the equalization studies.
- There will be nine assessing units open after the first of the year.
- Michigan Works is looking to extend their contract through February because their new location isn't ready and Invasive Species would like to extend their contract as well.
- There was showings at the old jail last week, there is an individual interested but it would have to depend on regulations and zoning through the City for the individual to buy.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Musta to adjourn at 4:08 p.m. A vote was called, all in favor. Motion passed, 4-0.**

  
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Gary Taylor, Chair

  
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Megan Kujawa, Recording Secretary