



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, May 14, 2024, 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 APRIL 09, 2024 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, April 2024*)..... 5
- 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
April 09, 2024

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; and Joe Porterfield, County Administrator/Equalization Director

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.4. Material Management Presentation – Mathew Cooke, Community Planner, Networks Northwest

APPROVAL OF THE AGENDA

A motion was made by Comm. Musta and supported by Comm. Potter to approve the agenda, as amended. 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 March 12, 2024 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, County Administrator, informed the committee that they have not received any new updates. He stated that the Treasurer litigation is still ongoing.

G.2. Infrastructure Alternatives Inc. Monthly Report

Tom Lutke, IAI Project Manager, reviewed his report with the committee. Mr. Lutke stated that the PFAS sample was good and they are waiting on the full report. There was an issue with the emergency call out that AT&T was able to fix; however, Mr. Lutke provided a quote for a wireless system that would allow IAI staff to log in and look at the wells and check them before there is an emergency in the system.

A motion was made by Comm. Potter and supported by Comm. Musta to forward a recommendation to the full board to approve the presented quote from Infrastructure Alternatives in the amount of \$5,300 for a mission dialer to be installed to the Cedar Creek Water System. A vote was called, all in favor. Motion passed 3-0.

G.3. DHD #10 Naloxone Distribution Box Placement Discussion

Mr. Porterfield informed the committee that he was approached by the District Health Department about placing a Narcan box by the entrance of the Lake Street building. It would not cost the County anything. The Health Department already was approved to have one outside of the District Health Department building.

A motion was made by Comm. Potter and supported by Comm. Musta to forward a recommendation to the full board to approve the placement of a Narcan Vending Machine at the County Lake Street Building. A vote was called, all in favor. Motion passed, 3-0.

G.4. Material Management Presentation – Mathew Cooke, Community Planner, Networks Northwest

Mr. Cooke from Networks Northwest provided a DPA Scope of Work for the Materials Management Plan (*Attachment 1*). It is not known what the cost would be because there is potential for Counties to pair up. Counties do not need to have a decision made on who they select or plan to go with as DPA until July 6, 2024.

Mr. Porterfield stated that he has upcoming meetings with Manistee County and Missaukee County on working together for this project.

CORRESPONDENCE

None.

ADMINISTRATOR’S COMMENTS

Mr. Porterfield informed the committee that:

- The Material Management Plan is going to be a big project.
- There is going to be a substantial increase in tax revenue.
- There is an upcoming ground breaking for DTE’s natural gas project.
- Mr. Dan Staub reached out to Mr. Porterfield to informed him that the State of Michigan thanked Pescador for their efforts at Cedar Creek and that costs will be decreasing.
- Mr. Porterfield helped Lt. McDaniel submit a letter to the Northern Michigan Regional Entity requesting funds to purchase a body scanner for the jail.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

Thank you to everyone for coming.

ADJOURN

A motion was made by Comm. Potter and supported by Comm. Musta to adjourn at 4:16 p.m. A vote was called, all in favor. Motion passed, 3-0.

Gary Taylor, Chair

Megan Kujawa, Recording Secretary

April 9, 2024

To: XXXXX County
Fr: Mathew Cooke, Community Planner
Re: DPA Scope of Work – Discussion

The following represents a draft scope of work for Networks Northwest acting as the Designated Planning Agency (DPA) to assist the Counties with Materials Management Plan work. Part 115 legislation, Materials Management Planning - Quick Guide, and Materials Management Plan Requirements were utilized to develop the scope of work.

Please note that this does not include a cost estimate and is for discussion to help identify where the Counties would like Networks Northwest to assist with the Materials Management Planning process. Any questions or comments are appreciated!

Scope Outline & Process:

It is expected that the following process will occur over a 18-24 month process.

- Act as the primary government resource and contact for the Materials Management Planning process and development of the Materials Management Plan.
 - Work alongside an identified County contact to lead the MMP development process
 - Respond and provide information to boards, staff, and the public in regards to the MMP process
 - Networks Northwest to maintain a project resource webpage
 - Documents as developed
 - Public Input Opportunities
 - MMPC Meeting Agendas, Minutes, notices, etc.
- Preparation and Development of the Materials Management Plan
 - Under the direction and guidance of the Materials Management Planning Committee (MMPC)
 - Developed to meet the requirements of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, PA 451 of 1994, as amended.
 - Utilize the EGLE developed Plan Format (*not yet released*)
 - Provide notice to the chief elected official of each municipality in planning area, and those who request notification, of meetings when the MMP is to be discussed
 - Solicit and Analyze Public Input
 - Possible methods: community pop-up events, community input sessions, survey
 - Including but not limited to private entities, local units of government, the public and other appropriate organizations.
 - MMPC approval by resolution
 - Submission of MMP as approved by MMPC for comment period to identified organizations and public notices for public comment
 - Receive and analyze comments during public comment to develop a summary document for MMPC review
 - Revise and edit the MMP after comment period
 - Submit MMP to CAA for approval

Deliverables:

- Complete Digital Plan with Live Links
- Complete Digital Plan prepared for printing
- Digital Plan Files
- Raw Input Data
- GIS Shapefiles

ATTACHMENT 1



INFRASTRUCTURE
ALTERNATIVES, INC.

Monthly Operations & Maintenance Report

May 14, 2024

Report for Month: April 2024
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Ryan Longstreet, Certified Operator

Emergency Callouts/Customer Concerns

- 4/21 – Callout to 1720 N. Mackinaw Trail for a water turn off for a customer plumbing repair. Water back on the following day.

Significant Events:

- 4/12 & 4/30 – AT&T phone line was not working. Called AT&T to request service. –OK.
- 4/24 – Met with property owner at 1511 N. Mackinaw Trail about connecting to water system. Will be getting quotes for connection.
- 4/26 – Water turn on for customer at 1480 N. Mackinaw Trail.

Preventive Maintenance:

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

Facilities Data for the Month

Production at Well House	292,720 gallons
Metered Usage	175,599 gallons
Metered Flushing	201,620 gallons
Difference *(% Gain)	*84,499 gallons (28.87%)

