



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, December 10, 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 NOVEMBER 12, 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 Monthly Report..... 3
- H. CORRESPONDENCE
- I. ADMINISTRATOR’S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY  
**EXECUTIVE COMMITTEE MEETING**  
REGULAR MEETING MINUTES  
November 12, 2024

The regular meeting was called to order by Chairman Taylor at 4:00 p.m., in the Commissioners' Room, Third Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Chair; Michael Musta, Brian Potter, Julie Theobald  
Members Absent: None  
Also Present: Jami Bigger, Deputy Administrator & HR Director; Tom Lutke, Infrastructure Alternatives; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator & Equalization Director

**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.**

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Theobald and supported by Comm. Potter to approve the October 8, 2024, Regular Meeting Minutes. A vote was called. All in favor.**

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.1. Update on Current Litigation***

Mr. Porterfield reported there are no updates at this time.

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

Mr. Tom Lutke, IAI, reported October was a quiet month; they had no callouts for service. He noted the Fall flush went well. Mr. Lutke also reported that in the first week of November a service line leak was noticed; they will be investigating that.

***G.3. January Organizational Meeting Date Discussion***

**A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to hold the first 2025 Board meeting on Thursday, January 2, 2025, due to the holiday. A vote was called, all in favor.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR’S COMMENTS**

Ms. Porterfield informed the committee that he is currently busy assisting with a significant cyber incident that has occurred at the County. Mr. Porterfield also discussed two additions for the Finance Committee meeting: a software proposal for BS&A and a contract for a Plumbing Inspector.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Potter to adjourn the meeting at 4:06 p.m. A vote was called, all in favor.**

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Gary Taylor, Chair

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Jami Bigger, Recording Secretary

DRAFT



**INFRASTRUCTURE  
ALTERNATIVES, INC.**

## **Monthly Operations & Maintenance Report**

**December 10, 2024**

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

### **Emergency Callouts/Customer Concerns**

- ❑ 11/4 – Call from 1260 N. Mackinaw Trail about a high water bill. Investigated and found that their service line was leaking.
- ❑ 11/6 – Call from 1590 N. Mackinaw Trail about a high water bill. The owner found signs of a leak in his service line, so we had CJ excavating come out to investigate further. Did not find a leak but will continue to investigate.

### **Significant Events:**

- ❑ 11/14 – EGLE Site Visit. It was a routine walkthrough with the District Engineer. No major concerns were raised at this time.
- ❑ 11/18 – The leak at 1260 N. Mack surfaced and we had CJ’s Excavating do the repair on 11/20.
- ❑ Water shut off at 3101 N. Mack for a seasonal customer.

### **Preventive Maintenance:**

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

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

Production at Well House	486,250 gallons
Metered Usage	410,979 gallons
Metered Flushing	162,430 gallons
Difference *(% Gain)	*87,159 gallons (17.92%)

