



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, February 11, 2025, 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 JANUARY 14, 2025, 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

January 14, 2025

Gary Taylor, Chair

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, Brian Potter, Julie Theobald, Micheal Bush
Members Absent: None
Also Present: Jami Bigger, Deputy Administrator & HR Director; Tom Lutke, Infrastructure Alternatives; Kristi Nottingham, Treasurer; Megan Swanberg, Executive Assistant; Roxanne Snyder, ROD; Robert Champion; Chief PD

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Bush 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. Bush and supported by Comm. Theobald to approve December 10, 2024, Regular Meeting Minutes. A vote was called. All in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Ms. Bigger stated there were no updates to provide at this time.

G.2. Infrastructure Alternatives Monthly Report

Mr. Tom Lutke, IAI, reported December was a quiet month. Mr. Lutke is taking over the water operation. Comm. Theobald asked what the water percent was; Mr. Lutke said it is at 24 percent.

G3. Allpro Technology Agreement- Public Defender

A motion was made by Comm. Bush and supported by Comm. Theobald to forward a recommendation to the full board to approve the Allpro Technology monthly agreement in the amount of \$ 239.88 for IT services for the Public Defender's Office.

Mr. Champion noted Missaukee County uses the same vendor and they are satisfied with their service. They also noted the cost would be covered under their grant funds, reducing the costs to the county.

A vote was called, all in favor.

G4. Public Defender's Wage Scale

A motion was made by Comm. Bush and supported by Comm. Theobald to forward a recommendation to the full board to approve the presented wage scale for the attorneys in the Public Defender's Office.

Mr. Champion said this will put them fully in compliance with standard 7.

A vote was called, all in favor.

G5. MGT Consulting Services Agreement- Amendment NO. 1

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the MGT Consulting Services Agreement Amendment # 1. A vote was called, all in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Ms. Bigger stated the following:

- The SOM Supreme Court has opened their portal to begin collecting wage & benefit data, revenues & expenditures and operations data from the courts. The information is due Friday, January 17, 2025.
- Security Deputy, Marty Penney started yesterday. He will be in the courthouse all day.
- She is working on setting up training for the commissioners. A tentative date for Feb 5th at 2:00p.m has been selected.
- The Veterans Service Director posting has been drafted and will be posted for 2 weeks after Mr. Porterfield reviews it.
- Phones seem to be up and going but we are still having some bugs. Lake Street is still having connectivity issues.

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 4:11 p.m. A vote was called, all in favor.

Gary Taylor, Chair

Megan Swanberg, Recording Secretary



**INFRASTRUCTURE
ALTERNATIVES, INC.**

Monthly Operations & Maintenance Report

February 11, 2025

Report for Month: January 2025
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Tom Lutke, Certified Operator

Emergency Callouts/Customer Concerns

- ❑ 1/24 – Call from customer at 9311 E. 22 Rd. A pipe had frozen and broke in her basement causing some flooding. She was wondering if we could give her a discount/credit for the excessive water use. Averaged her usage and billed her based on avg. usage as we have done in the past.

Significant Events:

- ❑ 1/1 – Updated water rates by 3% as required by Resolution 22-19.
- ❑ 1/17 – Water turn on at 1501 Old US 131.
- ❑ 1/29 – Mailed out Delinquent Water Bill Notices.

Preventive Maintenance:

- ❑ IAI staff continues to regularly monitor chlorine residuals throughout the water system.
- ❑ Inspected Wellheads on Wells 1 and 2. Everything looked to be in good condition.

Facilities Data for the Month

Production at Well House	316,660 gallons
Metered Usage	201,291 gallons
Metered Flushing	188,310 gallons
Difference *(% Gain)	*72,941 gallons (23.03%)

