



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, March 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 FEBRUARY 11, 2025, REGULAR 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

February 11, 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, Michael Bush
Members Absent: Julie Theobald
Also Present: Jami Bigger, Deputy Administrator & HR Director; Tom Lutke, Infrastructure Alternatives; Kristi Nottingham, Treasurer; Megan Swanberg, Executive Assistant

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Bush and supported by Comm. Potter 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 January 14 ,2025, 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 that a mediator has been assigned for the matter of Calkin V. Wexford County. Mediation is scheduled to take place in August.

G.2. Infrastructure Alternatives Monthly Report

Mr. Lutke, IAI, reported that he had a customer whose pipe busted in their basement and caused a 3"-4" water leak. Their bill was adjusted to their average use.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Ms. Bigger stated the following:

- The Veteran's Director job posting has been closed, and they will begin to interview next week.
- Johanna Carey has been appointed as the new Prosecutor.
- Administration has begun looking at candidates to fill the Building Official position upon Mr. Scarbrough's departure.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Potter and supported by Comm. Bush to adjourn the meeting at 4:03 p.m. A vote was called, all in favor.

Gary Taylor, Chair

Megan Swanberg, Recording Secretary

DRAFT



**INFRASTRUCTURE
ALTERNATIVES, INC.**

Monthly Operations & Maintenance Report

March 11, 2025

Report for Month: February 2025
Location: Wexford County (Cedar Creek Township)
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Tom Lutke, Water Operator

Emergency Callouts/Customer Concerns

- ❑ Call from customer at 1940 Aubrey Avenue about her delinquent water bill. The process was explained to her to clarify why she was receiving a notice. Customer then mentioned that their water is discolored when they first run their outside spigot and has been that way for some time. I recommended that she flush her service line and see if that clears it up. – OK.

Significant Events:

- ❑ 2/14 – Found Chlorine Scale to be malfunctioning. Ordered a new load cell to repair. Will use backup scale until the repairs can be made.
- ❑ 2/19 – Auto flushing hydrant on 20 ½ road froze and was not functioning properly. By the time we made it back out to thaw it, the hydrant had thawed on its own.

Preventive Maintenance:

- ❑ IAI staff continues to regularly monitor chlorine residuals throughout the water system.
- ❑ 2/19 – Checked system water temperatures. The average temp was 40 degrees.

Facilities Data for the Month

Production at Well House	246,690 gallons
Metered Usage	169,559 gallons
Metered Flushing	135,230 gallons
Difference *(% Gain)	*58,099 gallons (23.55%)

