



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 13, 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 APRIL 01, 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 *(Tom Lutke, Infrastructure Alternatives Inc.)* ..... 3
  - 3. Quote for Meter Replacements at Cedar Creek ..... 4
- 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

April 1, 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, Michael Bush, Brian Potter, Julie Theobald  
Members Absent: None  
Also Present: Jami Bigger, Deputy Administrator & HR Director; Tom Lutke, Infrastructure Alternatives; Kristi Nottingham, Treasurer; Megan Swanberg, Executive Assistant; Joe Porterfield, County Administrator & Equalization Director

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Theobald and supported by Comm. Bush 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 March 11, 2025, Regular Meeting Minutes. A vote was called. All in favor.**

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.1. Discussion on Current Litigation Matters***

Mr. Porterfield stated Sheriff Taylor and himself have a settlement conference to attend in August.

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

Mr. Lutke, IAI, reported that he had a couple meters that stopped working and they do not carry them anymore, so they are trying to find parts to order so they can be repaired.

***G.3. Building Official/Inspector Contract***

**A motion was made by Comm. Bush and supported by Comm. Theobald to approve the Independent Contractor Agreement for Building Official & Soil Erosion Services with Mackenzie Erickson in the amount \$90,000 per year. A vote was called. All in favor.**

***G.4. Brownfield Grant Discussion***

Administrator Portfield informed the committee that the Brownfield Grant paperwork must be signed by the chairman of the Board. Mr. Porterfield asked if this is something the committee wants to move forward with. It was noted the townships would need to adopt a resolution opting in or out of it. The committee asked that the Administrator pursue the grant.

**G.5. MMPC Bylaws**

**A motion was made by Comm. Bush and supported by Comm. Potter to forward a recommendation to the full board to approve the Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee Bylaws, as presented. A vote was called. All in favor.**

**G.6. MMP Process (Work Program)**

**A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the Manistee-Missaukee-Wexford Multi-County Materials Management Plan Work Program for Fiscal Year 2025, as presented. A vote was called. All in favor.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee of the following:

- Commissioner Taylor and himself had a meeting in Missaukee regarding the MMP bylaws.
- Ms. Bigger, Ms. Swanberg and himself are getting ready for the audit process.
- Next week himself and a few others will be attending the MAC conference in Lansing. Mr. Porterfield stated he would like to see more new Commissioners attend this conference.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Bush to adjourn the meeting at 4:09 p.m. A vote was called, all in favor.**

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Gary Taylor, Chair

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Megan Swanberg, Recording Secretary



**INFRASTRUCTURE  
ALTERNATIVES, INC.**

## Monthly Operations & Maintenance Report

May 13, 2025

**Report for Month:** April 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

- ❑ 4/28 – Callout to 1480 N Mackinaw Trail to turn on water for a seasonal customer.

### Significant Events:

- ❑ 4/22 – Mailed out 2024 Water Quality Report to all customers and sent paper copies to the Cedar Creek Township Clerk.
- ❑ 4/24 – Submitted the Certificate of Distribution for the Water Quality Report to EGLE.
- ❑ Received a quote from Blue Water Solutions for replacing all the customer meters with updated meters and cellular endpoints.

### Preventive Maintenance:

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

### Facilities Data for the Month

Production at Well House	310,670 gallons
Metered Usage	217,079 gallons
Metered Flushing	177,650 gallons
Difference *(% Gain)	*84,059 gallons (27.06%)



SLC Meter llc  
 3285 West Lapeer Rd.  
 Auburn Hills, MI 48326



# QUOTATION

Ph. 248-625-0667  
 Fx. 248-625-8650  
 www.slcmeter.com

Date	Quote #
4/21/2025	41917

Name / Address
INFRASTRUCTURE ALTERNATIVES 7888 CHILDSDALE AVE N.E. ROCKFORD,MI 49341

Ship To
HARING TOWNSHIP HALL C/O CEDAR CREEK TOWNSHIP 515 BELL CADILLAC, MI 49601

Project Name	Expires on	Terms	Rep	Entered by
CEDAR CREEK	5/21/2025	Net 30	ASB	ASB

Item	Description	Qty	Unit Price	Total
BM-BENGAGE	Beacon Engagement agreement (up to 500 accounts) Excludes Utility Billing Software interface. The Beacon engagement fee is required for all Beacon AMA managed solution opportunities utilizing the published volume-based service unit pricing. This fee includes the set-up and activation of utility customer's (customer) Beacon AMA portfolio and initial licensing of the Beacon AMA software. Fees charged to a customer by its utility billing vendor for an interface file are the responsibility of the customer. Beacon engagement fee is based on total number of utility services system wide.	1	4,500.00	4,500.00
CONSULTING	UTILITY BILLING CONSULTING SERVICES - THIS INCLUDES REVIEW OF OF CURRENT BILLING SYSTEM FOR ANOMALIES - CORRECTION OF FOUND ANOMALIES - ACTING LIASON BETWEEN BS&A AND BADGER METER - PROVIDE WRITTEN INSTRUCTIONS FOR BILLING TASKS, PER HOUR	2	250.00	500.00T
BM-TRAINING	GETTING STARTED WITH BEACON AMA IN THIS TRAINING COURSE THE CUSTOMER WILL RECEIVE A WALK THROUGH OF THE BASIC SOFTWARE FUNCTIONALITY, BILLING INTEGRATION.	1	750.00	750.00
BM-OBE-SU	68886-104 BADGER CELLULAR ENDPOINT - ORION NaaS SUBSCRIPTION FEE SERVICE UNITS - 1-500 UNITS (TIER PRICING 1 - 75,000+) End User Invoiced directly from Badger. *Engagement fee required..		1.50	1.50
BM-OBE-LTE-C	BADGER ORION LTE C CELLULAR END POINT, TWIST TIGHT CONNECTOR, 8" WIRE W/ Wall Cover Install Kit (PN: 64394-032)	54	179.98	9,718.92T
BM-E4-POLY-G	1" BADGER E-SERIES METER W/ POLYMER BODY, HRE/LCD REGISTRATION IN GALLONS W/ 25' TWIST TIGHT CONNECTOR	47	265.90	12,497.30T
BM-E4-BRZ-G2-PRE...	1" E-SERIES BRONZE BODY G2 METER IN GALLONS WITH 25' TWIST TIGHT CONNECTOR W/ TEMP AND PRESSURE SENSOR	4	408.34	1,633.36T

Please note the purchase and payment terms of SLC Meter llc. Written acceptance of this quotation is needed to order materials. All special order items have a 30% restocking fee. Please go to www.slcmeter.com for further details.	<b>Sales Tax (0.0%)</b>
	<b>Total</b>

SLC Meter llc  
 3285 West Lapeer Rd.  
 Auburn Hills, MI 48326

Ph. 248-625-0667  
 Fx. 248-625-8650  
 www.slcmeter.com



# QUOTATION

Date	Quote #
4/21/2025	41917

Name / Address
INFRASTRUCTURE ALTERNATIVES 7888 CHILDSDALE AVE N.E. ROCKFORD,MI 49341

Ship To
HARING TOWNSHIP HALL C/O CEDAR CREEK TOWNSHIP 515 BELL CADILLAC, MI 49601

Project Name	Expires on	Terms	Rep	Entered by
CEDAR CREEK	5/21/2025	Net 30	ASB	ASB

Item	Description	Qty	Unit Price	Total
BM-E7-G	2" BADGER E-SERIES METER W/ US GALLON HRE-LCD REGISTRATION, FLANGED, 316 STAINLESS 17" LONG W/ 25' TWIST TIGHT CONNECTOR	3	1,051.08	3,153.24T
1/REPLACE	FIELD SERVICE: WATER METER REPLACEMENT AT VARIOUS LOCATIONS	54	115.00	6,210.00
1/INSTALL	FOR METER PITS WITH METAL LIDS - WE WILL DRILL A HOLE AND USE A PIT BRACKET FOR THE CELLULAR ENDPOINTS	0	10.00	0.00
2/REPLACE	2" WATER METER REPLACEMENT OF SAME LAY LENGTH LOCATED AT:	3	250.00	750.00
MOBILIZATION	MOBILIZATION	1	1,800.00	1,800.00

Please note the purchase and payment terms of SLC Meter llc. Written acceptance of this quotation is needed to order materials. All special order items have a 30% restocking fee. Please go to www.slcmeter.com for further details.	Sales Tax (0.0%)
	<b>Total</b> \$41,514.32