



Wexford County

BOARD OF COMMISSIONERS

Gary Taylor, Chair

NOTICE OF MEETING

The Wexford County Board of Commissioners will hold a regular meeting on Wednesday, July 16, 2025, beginning at 4:00 p.m. in the Commissioners Room, third floor of the Historic Courthouse, located at 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLIEGIANCE
- D. ADDITIONS/DELETIONS TO THE AGENDA
- E. APPROVAL OF THE AGENDA
- F. EMPLOYEE RECOGNITION
- G. PRESENTATIONS AND REPORTS
- H. PUBLIC COMMENT
Designated for topics on the agenda only.
- I. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission may ask that any item on the consent agenda be removed therefrom and placed elsewhere for full discussion. Such requests will be automatically respected. If any item is not removed from the consent agenda, the action noted on the agenda is approved by motion of the Commission to adopt the consent agenda.
 - 1. Approval of the July 02, 2025, Regular Meeting Minutes 1
- J. AGENDA ITEMS
 - 1. MOU Wexford Request for FY26 for Clinical Services *(Finance 7/10/2025)*5
 - 2. MOU Wexford Jail Request for FY26 Letter Medication Request *(Finance 7/10/2025)*.....8
 - 3. Formal Access Agreement for Northern District Fair Grounds 11
- K. ADMINISTRATOR’S REPORT
- L. CORRESPONDENCE
- M. PUBLIC COMMENT
Open for any public comments.
- N. LIAISON REPORT
- O. BOARD COMMENTS
- P. CHAIR COMMENTS
- Q. ADJOURN

WEXFORD COUNTY BOARD OF COMMISSIONERS
Regular Meeting * Wednesday, July 2, 2025

Meeting called to order at 4:00 p.m. by Chairman Taylor.

Roll Call: Present- Commissioners Aaron Sogge, Jason Nelson, Mark Nyman, Sandy Bengelink, Michael Bush, Gary Taylor, Jason Baughan, and Brian Potter.

Absent- Julie Theobald

Pledge of Allegiance.

Additions/Deletions to the Agenda- None.

Approval of the Agenda

MOTION by Comm Bengelink, seconded by Comm Bush to approve the agenda.

All in Favor.

Employee Recognition-

Valerie Slater was present to receive her award for her 5 years of service with the County.

David Batten was unable to attend to receive his award for 20 years of service.

Melissa Bismack was also unable to attend to receive her award for 25 years of service.

Presentation and Reports-

Janie McNabb, Networks Northwest, presented the Board with the 2024 Impact Report. She highlighted that Networks Northwest focus is talent, business, and community. They have been working with local youths for employability skills. They help local businesses with apprenticeships, as well as applying for grants.

Ms. McNabb also noted that Ben Townsend was in attendance with her. She appreciated the Boards support in continuing Mr. Townsend with their organization.

Public Comment-None

Consent Agenda

1. Approval of the June 18, 2025 Regular Meeting Minutes
MOTION by Comm Baughan, seconded by Comm Bush to approve the Consent Agenda.

All in favor.

Agenda Items

1. MERS Officer Delegate

MOTION by Comm Bengelink, seconded by Comm Nelson to approve naming Jami Bigger, Deputy Administrator/HR Director, as the MERS Officer Delegate for 2025 and authorize the Chairman to sign the delegate form on the behalf of the county.

Roll Call: Motion passed 8-0.

2. FY2026 County Match Request for AAANM

MOTION by Comm Nyman, seconded by Comm Bengelink to approve the FY2026 County Match Request in the amount of \$4,189 for Area Agency on Aging of Northwest Michigan.

Roll Call: Motion passed 8-0.

3. Copy Equipment Replacements

MOTION by Comm Bengelink, seconded by Comm Baugha to approve the Copy Equipment Maintenance Plan and Purchase Agreement from Applied Innovation in the amount of \$27,108.01 and authorize the Chairman to sign on behalf of the county.

Roll Call: Motion passed 8-0.

4. Proposal for Migrated to GCC

MOTION by Comm Nyman, seconded by Comm Bengelink to approve the Proposal for Migration to GCC in the one-time fee amount of \$22,625.00 and an annual fee of \$41,172.00 and authorize the Chairman to sign on behalf of the county.

Roll Call: Motion passed unanimously.

5. BS&A Integrated Payments Addendum-Building Dept.

MOTION by Comm Baughan, seconded by Comm Sogge to approve the BS&A Integrated Payments Addendum for the Building Department and authorize the Chairman to sign on behalf of the county.

Roll Call: Motion passed 8-0.

6. 2026 Budget Calendar

MOTION by Comm Bush, seconded by Comm Bengelink to approve the 2026 Budget Calendar.

Roll Call: Motion passed 9-0.

7. 2025 Marine Grant Agreement

MOTION by Comm Nelson, seconded by Comm Sogge to approve the annual Marine Safety Program Grant Agreement in the amount of \$5,450.00 and authorize the Chairman to sign on behalf of the county.

Roll Call: Motion passed unanimously.

8. Child Care Budget Summary

MOTION by Comm Bush, seconded by Comm Sogge to approve the Child Care Budget Summary (DHS-2091) – Amendment in the total expenditure amount of \$923,345.85 and authorize the Chairman to sign on behalf of the county.

Roll Call: Motion passed 8-0.

Administrator's Report-

Administrator Porterfield thanked Janie and Ben for the work they do for the county. He also highlighted that the three employees who received certificates was a great thing.

Mr. Porterfield informed the Board that the State had approved the grants that Karhu Cyber helped write. They are waiting for their federal funding to issue.

He also emphasized that the audit was finally complete. He thanked all the staff that was involved in that process. Commissioner Taylor asked if we had a date for the auditors to present yet. Mr. Porterfield explained that was still being scheduled.

Mr. Porterfield also informed the Board that the majority of the costs for the Deeds Office will be covered. The annual maintenance will fall to the county though.

Commissioner Potter questioned if the phone in the elevator was repaired yet. Mr. Porterfield explained that the elevator is working, however, the phone in the elevator is not. The company that can repair the phone has not been able to coordinate with the OOMA to both be present for the repair. They are working on getting that scheduled.

Correspondence- None.

Public Comments- None.

Liaison Reports-

Comm Potter attended a Road Commission meeting. They just settled a three and a half year union contract. They have recently been receiving a lot of complaints about side by sides and ATVs tearing up the roads. The previous Board passed a resolution to allow side by sides. He encouraged other members to refer anyone with complaints to the Township Boards.

Comm Nyman attended a CMH meeting. They are in the process of hiring a new CEO. The Board will be conducting interviews next week.

Comm Bengelink attended the grand opening of the new Manton Library. It was a great turnout.

Comm Baughan attended a Materials Management Planning meeting. Matt Cook will be providing brochures.

Board Comments-

Comm Nyman congratulated those who received awards.

Comm Baughan noted that Janie does an excellent job.

Comm Potter thanked Janie and Ben for their work.

Chairman's Comments-

Chair Taylor thanked everyone for attending.

Adjourn

MOTION by Comm Bush, seconded by Comm Baughan to adjourn at 4:20 p.m. All in favor.

Gary Taylor, Chairperson

Alaina M. Nyman, County Clerk

MEMORANDUM OF UNDERSTANDING

Catholic Human Services and Wexford County Sheriff's Office

The purpose of this memorandum is to demonstrate the responsibilities of Catholic Human Services as outlined in the liquor tax grant between Catholic Human Services and Wexford County, specifically Wexford County Jail.

Project Explanation:

This is a collaboration between Wexford County Jail and Catholic Human Services. Funds will go to dedicate a substance use disorder treatment clinician who will visit Wexford County jail and provide treatment 5 days a week.

A designated licensed and credentialed substance use disorder clinician will provide a continued expansion of substance use disorder services in Wexford County Jail which includes substance use disorder treatment to pretrial inmates and post-conviction inmates. The clinician will provide weekly substance use disorder assessments and treatment based on jail and community correction referrals and recommendations.

The project will address the needs of expansion of ASAM (American Society Addiction Medicine) levels of care to incarcerated individuals through delivery of evidence-based substance use disorder screening, assessment, treatment, and case management services. The project will increase access, education and support to individuals with any identified diagnosis or risk of a substance use disorder while incarcerated. The project will also help sustain the development and implementation of substance use disorder services to individuals incarcerated at Wexford County jail while focusing on a reducing of recidivism, reduction of overdose and fatal overdoses as well as improved follow through of aftercare recovery-based services once individuals are released from jail. The clinician will provide weekly substance use disorder assessment, individual, group and case management services that includes "brief" treatment is defined as up to 30 days, "short-term" treatment is defined as from 1 to 3 months, and "long-term" treatment is defined as 3 months. The clinician will provide ongoing consultation and education to jail administrators and other jail staff about substance use disorders, and work to establish a continuum of services in the jail and community for people with substance abuse problems. The clinician will coordinate care with jail medical regarding referrals needing for jail-based approved medication assisted treatment for alcohol and opioid use disorders as well as coordinate care with Freedom Recovery Clinic and other local primary health providers for immediate aftercare services for the start-up and or continuation of medication assisted treatment for substance use disorders. The clinician will also create opportunities to improve partnerships between the jail and the community which can allow for the development or enhancement of both in-jail treatment programs and coordination of offenders' transition into community diversion and aftercare/reentry programs.

Catholic Human Services agrees to the following short-term and long-term objectives as outlined in the liquor tax grant and will submit quarterly reports to NMRE and Wexford County indicating the following success and or barriers for the desired short and long-term outcomes:

Short term outcomes:

Increased access of substance use disorder services to 100% of those in jail with a determined risk for relapse and or diagnosis of a substance use disorder. Develop and implement substance use disorder screening protocols at booking to determine eligibility. Implement substance use disorder screening to be coordinated with jail medical, CMH and CHS clinician for appropriate level of services.

catholichumanservices.org

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Alpena, MI 49707

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421 S. Mitchell St.
Cadillac, MI 49601

Gaylord Office
989-732-6761
829 W. Main St., Ste. C3
Gaylord, MI 49735

Traverse City Office
231-947-8110
1000 Hastings St.
Traverse City, MI 49686

Senior Volunteer Program
231-929-7070
1832-A Oak Hollow Dr.
Traverse City, MI 49686

Long term outcomes:

Decrease recidivism of those in the criminal justice system in Wexford County based by 20% based on review of records maintained by the county clerks and the local Michigan Department of Corrections Probation Offices. Individuals that were provided substance use disorder services while incarcerated will have an increase by 25% for follow through of substance use disorder treatment in determined level of care (outpatient or residential) once released from jail based on consistent aftercare coordination of jail administration, jail medical and CHS clinician and providers.

Catholic Human Services will complete the Financial Status Report (FSR) as requested by Northern Michigan Regional entity and the quarterly reports required for the Public Act 2 (PA-2) funds. A copy of the quarterly report will be provided to a Wexford County designee.

Both parties agree to follow confidentiality guidelines regarding persons served and understand that by the nature of this MOU, both parties may exchange information as appropriate.

This memorandum of understanding will be in effect for October 1, 2025 through September 30, 2026.

Signatures:



Catholic Human Services
Sarah Hegg – Clinical Supervisor

Wexford County Sheriff's Office

Date

Wexford County

Date

Wexford County

Date

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Catholic Human Services and Wexford County Sheriff’s Office

The purpose of this memorandum is to demonstrate the responsibilities of Catholic Human Services as outlined in the liquor tax grant between Catholic Human Services and Wexford County, specifically Wexford County Jail.

Project Explanation:

This is a collaboration between Wexford County Sheriff’s Office and Catholic Human Services. Funds will go to dedicate towards the purchase of medication for medication assisted treatment for both alcohol and opioid use disorder for individuals incarcerated and lodged at Wexford County Jail. As of 2024, SOR (State Opioid Response) grant funds are no longer available for the purchase of medication at county jails in the NMRE region. CHS and the Wexford County jail has been successful with the implementation and coordination with jail medical and medical providers in the community for the continuation of medication of assisted treatment for individuals incarcerated. The funds will allow the jail for further sustainability of purchasing the medication portion of the substance use disorder jail-based treatment. The Wexford County jail is set up to provide 3 FDA-approved medications to treat opioid use disorder and 1 FDA-approved medication to treat alcohol use disorder. Research shows that these medications are effective in treating both opioid use disorder and alcohol use disorder with helping with withdrawal symptoms and psychological cravings. The Wexford County Jail and CHS has worked hard to ensure that the SUD jail-based program provides 4 evidence based portions of treatment of SUD which includes having an evidence-based screening protocol, offering FDA-approved medications to treat SUD, providing SUD treatment as well as providing aftercare planning to assist individuals with appropriate aftercare for substance use disorder treatment and follow up medical oversight for continuation of medication assisted treatment. CHS and the Wexford County Jail will work with the drug companies to also offer in-kind samples of the FDA-approved medications if allowable. CHS and the Wexford County Jail will also submit matching proposals to the opioid settlement funds to allocate further medication for the population served.

A CHS counselor, through evidence-based screening protocols will coordinate care with jail medical for identified incarcerated individuals that meet criteria for alcohol or opioid use disorders and are interested in receiving medication to treat their disorders. Jail medical will follow up with appropriate medical screenings to see if individuals qualify based on health conditions and prior prescriptions and compliance with medication

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assisted treatment. The Wexford County Jail Medical will purchase the FDA approved medication through the drug distributor at a lower cost rate to ensure fiscal responsibility related to funds allocated for the medication. The counselor will provide ongoing consultation and education to jail administrators and other jail staff about substance use disorders, and work to establish a continuum of services in the jail and community for people with substance abuse problems. The counselor will create opportunities to improve partnerships between the jail and the community can allow for the development or enhancement of both in-jail treatment programs and coordination of offenders' transition into community diversion and aftercare/reentry programs.

Catholic Human Services and the Wexford County Sheriff's Department agrees to the following short-term and long-term objectives as outlined in the liquor tax grant and will submit quarterly reports to NMRE and Wexford County indicating the following success and or barriers for the desired short and long-term outcomes:

Short term outcomes:

Increased access of SUD medication assisted treatment medication to those in jail with a determined diagnosis of an opioid use disorder and or alcohol use disorder who were established with a medical provider for medication assisted treatment prior to booking and deemed compliant with their program. Continuation and coordination between CHS and the Wexford County Jail and jail medical of use of an evidence-based SUD screening protocols at booking to determine eligibility. Continuation of SUD screening to be coordinated with jail medical, CMH and CHS counselor for appropriate level of ASAM SUD services. Access to SUD jail-based services including individual, group, case management, psychoeducation, release care planning to ensure follow-up medication is available with local providers.

Long term outcomes:

Decrease recidivism and overdoses of those in the criminal justice system in the Grand Traverse County based by 20% based on review of records maintained by the county clerks and the local Michigan Department of Corrections Probation Offices. Individuals that were provided SUD services while incarcerated will have an increase by 25% for follow through of SUD treatment in determined level of care (outpatient or residential) once released from jail based on consistent aftercare coordination of jail administration, jail medical and CHS counselor and providers. Individuals who received the MOUD/MAUD while incarcerated at the Wexford County Jail will have 100% follow up with a local provider to ensure continuation of recovery supports and medication is available.

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Catholic Human Services will complete the Financial Status Report (FSR) as requested by Northern Michigan Regional entity and the quarterly reports required for the Public Act 2 (PA-2) funds. A copy of the quarterly report will be provided to a Wexford County designee.

Both parties agree to follow confidentiality guidelines regarding persons served and understand that by the nature of this MOU, both parties may exchange information as appropriate.

This memorandum of understanding will be in effect for January 1, 2026 through September 30, 2026.

Signatures:

Catholic Human Services
Sarah Hegg – Clinical Supervisor

Wexford County Sheriff's Office

Date

Wexford County

Date

Wexford County

Date

CONSENT TO ENTER PRIVATE PROPERTY

I, _____, _____
Print Name Title

Business or Organization Name (if applicable)

Street Address

City MI State Zip Code

Telephone Number Email Address

owner of (or representative authorized by the owner to grant access to) the property described above ("Property"), having been informed of the request by the Department of Environment, Great Lakes, and Energy (EGLE) to conduct investigative actions on the Property, hereby voluntarily permit and authorize EGLE, its employees, contractors, or authorized representatives to have entry, and, as necessary, to re-enter the Property and to undertake investigative actions including, but not limited to, install soil borings, take soil samples, install groundwater monitoring wells, collect groundwater samples, excavate contaminated soil, survey and measure static water levels, and/or conduct other field assessment activities.

I understand that permanent monitoring equipment will be installed, and EGLE will install this equipment to be unobtrusive to regular activity at this Property, or in a location where I specify. I understand that I may request permanent monitoring materials be abandoned and removed by the department.

This access may also be necessary to take photographs and/or videotape the Property.

I understand that EGLE has the authority pursuant to Section 20117 of Part 201, Environmental Remediation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, to enter public or private property at all reasonable times for purposes that include, but are not limited to, investigating the existence, origin, nature, or extent of a release or threatened release of a hazardous substance into the environment.

I agree that the duration of this entry authorization shall be of such reasonable length to enable EGLE, its employees, contractors, or authorized representatives to satisfactorily

complete the activities described herein. A copy of any sample analysis results, photographs, or videotapes taken as part of these activities will be provided to me upon request.

If I choose to revoke this entry authorization, I agree that I will provide a revocation of entry in writing to Brian Flickinger, District Supervisor, Cadillac District Office, Remediation and Redevelopment Division, EGLE, 120 West Chapin Street, Cadillac, Michigan 49601 at least thirty (30) days prior to the effective date of the revocation of entry authorization. I agree that the duration of this entry authorization shall continue until either I revoke it, or the activities described above are completed. I also agree that as long as this entry authorization remains in force, I will not interfere with, interrupt, change, or otherwise disturb any systems or equipment installed or utilized by EGLE, its employees, contractors, or authorized representatives.

Upon completion of the corrective actions performed under this Consent to Enter, EGLE will undertake reasonable efforts to restore to the conditions that existed prior to initiation of corrective actions, any property, vegetation, and structures damaged by the EGLE. I understand that the EGLE's contractors are required through their contract with the State of Michigan to carry certain insurance coverages with respect to their activities.

This voluntary written permission is granted to the Department of Environment, Great Lakes, and Energy by:

Signature of Property Owner or Authorized Representative

Date