



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, July 8, 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 JUNE 10, 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
- 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

June 10, 2025

Gary Taylor, Chair

The regular meeting was called to order by Chairman Taylor at 4:00 p.m., in the Commissioner's room, Third Floor, 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, members of the public

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Theobald 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. Potter and supported by Comm. Bush to approve May 13, 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 informed the committee that Sheriff Taylor and himself have a settlement conference to attend in August regarding the Calkin lawsuit.

G.2. Infrastructure Alternatives Monthly Report

Mr. Lutke, IAI, reported they had a slower month, with only one call for a power failure at the well house.

G.3. Emergency Management Position Description Update

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the updated position description for the Emergency Management Specialist, as presented.

Ms. Bigger noted the updated position description will change the position to salary; however, wages will not increase.

A vote was called. All in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the committee of the following:

- He is working on finalizing the audit.
- He is getting ready to look at the Budget for next year.

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 4:04 p.m. A vote was called, all in favor.

Gary Taylor, Chair

Megan Swanberg, Recording Secretary



**INFRASTRUCTURE
ALTERNATIVES, INC.**

Monthly Operations & Maintenance Report

July 8, 2025

Report for Month: June 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

- No callouts or customer concerns this month.

Significant Events:

- 6/11 – Annual Well inspection and maintenance completed by Peerless Midwest. Wells are in good condition and no further work was recommended at this time.

Preventive Maintenance:

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

Facilities Data for the Month

Production at Well House	513,600 gallons
Metered Usage	332,895 gallons
Metered Flushing	227,030 gallons
Difference *(% Gain)	*46,325 gallons (9.02%)

