



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 **Wednesday, November 12, 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 OCTOBER 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 *(Tom Lutke, Infrastructure Alternatives Inc.)* 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
October 14, 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: Georgie Bump, COA Executive Director; Rick Lawrence, COA Accounting/Fiscal Manager; Tom Lutke, Infrastructure Alternatives; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator & Equalization Director; Megan Swanberg, Executive Assistant

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. Bush and supported by Comm. Theobald to approve September 09, 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 & himself have a meeting regarding the Calkin case in November.

G.2. Infrastructure Alternatives Monthly Report

Mr. Lutke, IAI, attended the meeting and stated there were no customer callouts or concerns this month, but he did say the new meter on auto flusher two is reading incorrectly. Two flows were estimated this month while they worked with Blue Water Solutions to resolve the meter issue. Mr. Lutke also stated that the end of year contracts expires soon.

G.3. Apportionment 2025 Report

A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the Apportionment 2025 Report. A vote was called. All in favor.

G.4. Lease agreement for Public Defenders' Office at Missaukee County

A motion was made by Comm. Bush and supported by Comm. Theobald to forward a recommendation to the full board to approve the Lease Agreement for Public the Defenders' Office at Missaukee County. A vote was called. All in favor.

G.5. Longevity Reinstatement Discussion

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to amend Policy B-14.2 Longevity pay to reinstate Longevity for nonunion employees. A vote was called. All in favor.

G.6. COA 2026 Proposed Budget

A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the Council on Aging's 2026 Proposed Budget. A vote was called. All in favor.

G.7. ACH Renewal Proposal – Jail Medical Services

A motion was made by Comm. Bush and supported by Comm. Potter to forward a recommendation to the full board to approve renewal option 3 in the annual amount of \$500,000 with Advanced Correctional Healthcare for Jail Medical Services. A vote was called. All in favor.

G.8. SESC Fee Schedule Proposed Revision

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the proposed revised fee schedule permit fees, inspections and plan reviews. Soil Erosion and Sedimentation Control. A vote was called. All in favor.

G.9. Fiscal Year 2026 Work Program – MMP

A motion was made by Comm. Potter and supported by Comm. Bush to forward a recommendation to the full board to approve the Fiscal Year 2026 Work Program for Manistee-Missaukee-Wexford Multi-Count Materials Management Plan. A vote was called. All in favor.

G.10. Disposal of Excess County Vehicles

A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the list of vehicles to be disposed of via public in auction on Wednesday, October 22, 2025, at 10am at the Sheriff's Office. A vote was called. All in favor.

Comm. Bush asked what the difference is in vehicles. Why would we want to keep the one with more miles verse the one that has less miles? Comm. Taylor stated the other one is in better condition.

G.11. State and Local Cybersecurity Grant Program Agreement

A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the State and Local Cybersecurity Grant

Program Agreement in the amount of \$184,361. A vote was called. All in favor.

CORRESPONDENCE

None.

ADMINISTRATOR’S COMMENTS

Mr. Porterfield stated:

- Departments are still finishing up their budgets and getting them turned in.
- Corinna Hervey, the County’s Accountant, came in and looked over the budget.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

Comm. Taylor thanked everyone for coming.

ADJOURN

A motion was made by Comm. Theobald and supported by Comm. Bush to adjourn the meeting at 4:07 p.m. A vote was called, all in favor.

Gary Taylor, Chair

Megan Swanberg, Recording Secretary



INFRASTRUCTURE
ALTERNATIVES, INC.

Monthly Operations & Maintenance Report

November 11, 2025

Report for Month: October 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 customer callouts or concerns this month.

Significant Events:

- 10/22 – Water turned off at 3101 US 131 HWY at customer's request.
- 9/30 – Meter on Auto flusher 2 is still reading sporadically. Usage was estimated again this month, and we will continue to troubleshoot the issue with Bluewater Solutions.

Preventive Maintenance:

- IAI staff continues to regularly monitor chlorine residuals throughout the water system.
- 10/8 – Monthly wellhead checks.
- 10/14-10/15 Fall Water System flush.
- 10/15 – Calibrated Chlorine scale in well house.

Facilities Data for the Month

Production at Well House	402,989 gallons
Metered Usage	228,055 gallons
Metered Flushing	143,334 gallons
Difference *(% Gain)	31,600 gallons (7.84%)

