

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES

Michael Bush, Chair

November 25, 2025

The regular meeting was called to order by Chair Michael Bush at 4:00 p.m., in the Commissioners' Room, third floor, Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

Members Present: Michael Bush, Jason Baughan, Brian Potter, Gary Taylor
Members Absent: None.
Also Present: Travis Baker, 911 Director; Jami Bigger, Dept. Administrator/HR Director; Robert Champion, Chief PD; Eric King, Emergency Management Coordinator; Daniel Mosholder, MMR Operations Manager; Alaina Nyman, Clerk; Joe Porterfield, County Administration/Equalization Director; Roxanne Snyder, ROD; Megan Swanberg, Executive Assistant

ADDITIONS OR DELETIONS TO THE AGENDA

Added: G.14. Request for Second Social Worker – Public Defender's Office
G.15. Request for Reclassification of Clerk from Part-time to Full-time for Prosecutor Office
G.16. Interim Veterans Director Contract
G.17. Acceptance of Resignation from CWTA

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Baughan to approve the agenda, as amended. A vote was called, all in favor. Motion passed.

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Baughan to approve the October 24, 2025, Regular Meeting Minutes. A vote was called, all in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Sheriff's Office Monthly Report (October 2025)

Sheriff Taylor was unable to attend the meeting but provided a report in the packet.

G.2. MMR Monthly Update (October 2025)

Mr. Daniel Mosholder, Operations Manager, informed the Committee:

- The new EMT is doing great.
- They hired a new paramedic.
- He flew down South with a couple of others and drove some trucks back.
- The windows are finally done at both stations.
- Paramedic classes will be completed in the spring.

Comm. Bush asked if MMR is still receiving a lot of transfers from Cadillac to Traverse City and Mr. Mosholder informed him things are slowing down.

G.3. Emergency Management Monthly Report (October 2025)

Mr. Erik King, Emergency Management Director, informed the committee of the following:

- He attended the Regional Emergency Management meeting.
- He attended a Regional Exercise and Training Committee meeting.
- He is updating EMD plans for Code Red

G.4. Central Dispatch Monthly Report (October 2025)

Mr. Travis Baker, Dispatch Director, informed the Committee of the following:

- There were 3,741 phone calls for the month.
- Friday around 4:00 pm has been the busiest time for calls.

G.5. Veterans Services Monthly Report (October 2025)

Veterans Services Director position is currently vacant, and no report was provided at the time of the meeting.

G.6. Acceptance of Resignation from the WMCCAB

A motion was made by Comm. Taylor and supported by Comm. Baughan to forward a recommendation to the full board to accept William M. Fagerman's resignation from the Wexford Missaukee Community Correction Advisory Board. A vote was called, all in favor.

G.7. Resolution No. 25-18 Extending Appreciation for Dave Swanson

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve Resolution 25-18 Extending Appreciation Dave Swanson's Dedicated Service. A vote was called, all in favor.

G.8. Appointments to Standing & Special Committees

- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Noah Knauf to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Lt. Travis House to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Michael Guernsey to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Madeline Adams to the Airport Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint David Mackey to the Airport Authority with a term ending December 31, 2027.

- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Carol Blake to the Cadillac-Wexford County Public Library with a term ending December 31, 2032.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Larry Copley to the Cadillac/Wexford Transit Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Craig Hewett to the Cadillac/Wexford Transit Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Stephen Perry to the Construction Board of Appeals with a term ending December 31, 2028.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Matt Hamacher to the Construction Board of Appeals with a term ending December 31, 2028.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Dean Jurik to the Wexford County Road Commission with a term ending December 31, 2031.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Jack Baughan to the Veterans Services Committee with a term ending December 31, 2029.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint William Barnett, Stephen King, Ashley Osowski and Amy Cox to the Wexford Missaukee Community Corrections Advisory Board with a term ending December 31, 2027. A vote was called, all in favor.

G.9. Wage Increase Request – Animal Shelter Attendant

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the wage increase request for the Animal Shelter Attendant from \$14.00 per hour to \$15.00 per hour effectively January 1, 2026. A vote was called, all in favor.

G.10. Wage Increase Request – Undersheriff

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the wage increase request for the Undersheriff to \$82,000 per year effective January 1, 2026. A vote was called, all in favor.

G.11. Employee Recognition

A motion was made by Comm. Baughan and supported by Comm. Potter to approve the presentation of the Certificate of Appreciation to Selena Golnick for 5 years of service at the Board of Commissioners meeting on December 03, 2025. A vote was called, all in favor.

G.12. Discussion on Stipend for Soil Erosion – Building Dept.

A motion was made by Comm. Baughan and supported by Comm. Taylor to forward a recommendation to the Finance Committee to approve an hourly stipend of \$2.00 per hour for the Building Department Assistant to perform administration duties for soil erosion effective

January 1, 2026. A vote was called, all in favor.

G.13. Travel Reimbursement Rate Policy Discussion

Comm. Potter stated receipts are coming in really close to the allowance and is asking for an increase in breakfast, lunch, dinner and lodging. He asked if the county could increase each meal \$5.00 dollars per meal and lodging \$30 dollars per night.

A motion was made by Comm. Potter and supported by comm. Baughan to forward a recommendation to the Finance Committee to increase each meal by \$5.00 and the lodging \$30 dollars per night. A vote was called, all in favor.

G.14. Request for Second Social Worker

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the request for a second Social Worker for the Wexford Missaukee Public Defender's Office effective January 1, 2026. A vote was called, all in favor.

G.15. Request for Reclassification for Clerk from Part-time to Full-time for Prosecutor Office

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the Finance Committee to approve the request to reclassify the Clerk from a part-time position to a full-time position in the Prosecutor's Office effective January 1, 2026. A vote was called, all in favor.

G.16. Interim Veterans Director Contract

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the Interim Veterans Director agreement between Wexford County and Kent Myers. A vote was called, all in favor.

G.17. Acceptance of Resignation from CWTA

A motion was made by Comm. Baughan and supported by Comm. Taylor to forward a recommendation to the full board to accept Kathy Morin's resignation from the Cadillac/Wexford Transit Authority. A vote was called, all in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Joe Porterfield, County Administrator, informed the Committee of the following:

- The childcare budget has increased.
- He will have a general fund budget to the finance committee in the morning.
- He would like to thank you for approving those positions changes.
- Having Mr. Myers back is amazing. The Veterans Committee is considering only have one full-time position instead of two part-time positions for the Veterans office.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

Chairman Bush wish everyone a safe and Happy Thanksgiving.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Baughan to adjourn at 4:21 p.m. A vote was called, all in favor.



Michael Bush, Chair



Megan Swanberg, Recording Secretary