



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, March 10, 2026, 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 FEBRUARY 10, 2026, 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. Plumbing Inspector Contract ..... 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  
February 10, 2026  
*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: Travis Baker, Dispatch Director; Jami Bigger, Deputy Administrator/Human Resources Director; Tom Lutke, Infrastructure Alternatives Inc.; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator & Equalization Director; Roxanne Snyder, ROD; 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. 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 the January 13, 2026, Regular Meeting Minutes. A vote was called. All in favor.**

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

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

County Administrator, Joe Porterfield, informed the committee of the following:

- Paperwork has been set in motion on the Bliss case.
- Sheriff Taylor and Mr. Porterfield have a meeting later this month regarding the Calkin case.

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

Mr. Tom Lutke, IAI, informed the committee that it has been a quiet month with no customer concerns. They did turn off some seasonal request, and a "run water request" has been sent out to prevent frozen pipes.

***G.3. Resolution 26-06 in Support of Repealing MCL 46.415 (2)***

**A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve Resolution 26-06 in Support of Repealing**

**MCL 46.415 (2). A vote was called. All in favor.**

***G.4. Special Part-time Prosecutor Employment Agreement***

**A motion was made by Comm. Bush and supported by Comm. Theobald to forward a recommendation to the full board to approve the Special Part-time Prosecutor Employment Agreement for a period of one year, in the amount of \$40.00 per hour, not to exceed \$80,000. A vote was called. All in favor.**

***G.5. 911 Service Plan***

**A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to full board to approve the updated 911 Service plan. A vote was called. All in favor.**

***G.6. Phone Quote Discussion***

**A motion was made by Comm. Theobald and supported by Comm. Bush to forward a recommendation to the full board to approve the Abilita proposal and Telnet service proposal in the monthly amount of \$4,005.26 and a one-time of \$1,875.00 for a new phone system. A vote was called. All in favor.**

Mr. Porterfield stated the current phone system needs constant costly repairs and service. There is static and phone calls are frequently dropping.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield stated the following:

- The phone system is becoming very costly and frustrating.
- The Sheriff Office's camera systems will be taken care of.
- Karhu Cyber has made some staff changes and Sophia is no longer at the County.

**PUBLIC COMMENT**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

Chairman Taylor thanked everyone for attending.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Bush to adjourn the meeting at 4:17 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

March 10, 2026

**Report for Month:** February 2026  
**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:

- ❑ 2/11 – Auto flusher #2 controlled was corroded and malfunctioning. Replaced with new controller and reprogrammed. Currently working as needed.
- ❑ 2/16 – Noticed high usage in the system. Found a possible significant leak at 1930 N. Mackinaw Trail. Home appears to be vacant, so we turned off the water and mailed the customer a notice regarding the leak and water shut off.

### Preventive Maintenance:

- ❑ IAI staff continues to regularly monitor chlorine residuals throughout the water system.
- ❑ Utilized extra flushing at the auto flushers to help maintain/ increase water temperature in the system. System water temperature has been steadily decreasing since the beginning of February, even with the run water advisory being issued. The run water advisory is still in effect as of the first week of March.

### Facilities Data for the Month

Production at Well House	412,840 gallons
Metered Usage	337,705 gallons
Metered Flushing	170,434 gallons
Difference *(% Gain)	95,299 gallons (23.08%)



WEXFORD COUNTY BUILDING DEPARTMENT  
401 N. Lake Street  
Cadillac, MI 49601  
[building@wexfordcounty.org](mailto:building@wexfordcounty.org)

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LETTER OF UNDERSTANDING

The purpose of this letter is to set forth certain understandings between Wexford County as the Employer and Ronald Pratt to provide services for the Wexford County Building Department on an as needed independent contractor basis.

Beginning March 18, 2026, Ronald Pratt will serve as the Wexford County Plumbing Inspector in accordance with PA 407 of 2016 Skilled Trades Regulation Act and current Michigan Construction codes and all other applicable legislation and regulations. This agreement may be terminated by either party with or without cause by giving 90 calendar days written notice to the other party hereto of the intention to terminate. Ronald Pratt shall be compensated for the services performed up to the effective date of termination. Notwithstanding the termination of this Agreement, Pratt shall be required to turn over any work in progress to Building Department, cooperate with Building Department and the person or entity selected to replace Ronald Pratt, and otherwise fulfill all responsibilities hereunder relating to inspections rendered prior to termination. Ronald Pratt shall deliver to Building Department all documents and tangible items pertaining to the inspections provided through this Agreement.

Ronald Pratt will provide Plumbing Inspection Services as necessary at a rate of \$70 per inspection. Mileage reimbursement will be provided to Ronald Pratt at the rate fixed by County Policy. Invoices should be submitted to the Wexford County Building Department bi-weekly. While performing inspections on behalf of Wexford County, only, Ronald Pratt's inspection services will be included in the County's general liability insurance coverage. The parties agree that the relationship created by this Agreement between Ronald Pratt and the County is that of independent contracting parties. Ronald Pratt shall not be an employee of the County and shall not be entitled to any benefits provided by any of the County to its employees. The parties understand that County will not withhold taxes from any payments made to Ronald Pratt pursuant to this Agreement or pay or withhold social security or other payroll taxes. Nothing contained in this Agreement shall be construed to create a partnership or joint venture between Ronald Pratt and the County or to authorize any party to act as an agent of the other

Ronald Pratt agrees that at all times during his work as County Plumbing Inspector, he will faithfully, and to the best of his ability, experience and talents, perform all the duties that may be required. Ronald Pratt shall maintain all professional licenses and/or certifications necessary to provide the services under this agreement. Neither this Agreement nor any interest created by this Agreement may be assigned or delegated by Ronald Pratt without the express written consent of County.

This Agreement may be amended at any time by the mutual written agreement of Ronald Pratt and the County.

\_\_\_\_\_  
Gary Taylor, Chairman  
Wexford County Board of Commissioners

Date: \_\_\_\_\_

\_\_\_\_\_  
Ronald Pratt, Plumbing Inspector

Date: \_\_\_\_\_

\_\_\_\_\_  
Clifford Porterfield, Administrator  
Wexford County

Date: \_\_\_\_\_

DRAFT