WEXFORD COUNTY
**EXECUTIVE COMMITTEE MEETING**
REGULAR MEETING MINUTES
March 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.

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| Members Present: | Gary Taylor, Michael Bush, Brian Potter, Julie Theobald |
| Members Absent: | None. |
| Also Present: | Jami Bigger, Deputy Administrator/Human Resources Director; Stefanie Burton, Building Department Assistant; Tom Lutke, Infrastructure Alternatives Inc.; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Megan Swanberg, Executive Assistant |

**ADDITIONS OR DELETIONS TO THE AGENDA**
Add: G.4 Fair Board Grant Support Letter Discussion

APPROVAL OF THE AGENDA
**A motion was made by Comm. Theobald and supported by Comm. Potter to approve the agenda, as amended. A vote was called. All in favor.**

APPROVAL OF THE MINUTES
**A motion was made by Comm. Theobald and supported by Comm. Bush to approve the February 10, 2026, Regular Meeting Minutes. A vote was called. All in favor.**

PUBLIC COMMENTS
None.

**AGENDA ITEMS**
***G.1. Discussion on Current Litigation Matters***
Deputy County Administrator, Jami Bigger, informed the committee of the following:
- Mediation coming up on the lawsuit involving the Lake Mitchelle Sewer Authority.
- We have received a Supoena on the Weatherall 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. The "run water" request is still effective until the end of March to prevent frozen pipes.

*G.3. Plumbing Inspector Contract*
**A motion was made by Comm. Bush and supported by Comm. Theobald to forward a recommendation to the full board to approve the Plumbing Inspector Contract between Wexford County and Ronald Pratt to provide plumbing services for the Wexford County Building Department on an as needed independent contractor basis beginning March 18, 2026, at a rate of $70.00 per inspection. A vote was called. All in favor.**

***G.4. Fair Board Grant Support Letter Discussion***
Comm. Taylor and Ms. Bigger met with Mr. Harden the fair board president. The Fair Board is looking for a letter of support for a grant. They are seeking in the amount of $100,000. The grant would be for a sound system and a new metal building that would be 14' tall by 80' long. The building will be to store boats, add showers and bathrooms, a first aid room and tool room. It would also have 10 stalls outside for vendors. Callaham and SRM will donate all the concrete.

Discussion took place on the need for a new building and the ability to have additional storage. It was noted that they would need to provide a grant match in the amount of $50,000 and the County has typically paid half of the grant match in the past, so they are also asking for $25,000 if approved for the grant.

**A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the Fair Board Support Letter. A vote was called. All in favor.**

**CORRESPONDENCE**
None.

**ADMINISTRATOR'S COMMENTS**
Ms. Bigger, Deputy Administrator stated the following:

- Mr. Porterfield and herself met with Abilita to discuss the implementation process of the phone system. A department head meeting will take place with Abilita make sure we are meeting the departments needs for the phone system.
- The new JustFOIA will go live 30th, 2026.
- The website will need to be an ADA compliant by April 2027, so Administration has begun investigating that process.

**PUBLIC COMMENT**
Ms. Nyman met with Ms. Bigger and Mr. Porterfield to discuss holding the early voting outside the Equalization Office due to the Civic Center being under construction.

**COMMITTEE COMMENTS**
None.

**CHAIR COMMENTS**
None.

**ADJOURN**
**A motion was made by Comm. Theobald and supported by Comm. Bush to adjourn the meeting at 4:10 p.m. A vote was called, all in favor.**

Gary Taylor, Chair

Megan Swanberg, Recording Secretary