



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, October 13, 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 SEPTEMBER 08, 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
- 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

September 8, 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: Jami Bigger, Deputy Administrator/Human Resources Director; Robert Champion, Public Defender; Tom Lutke, Project Manager, Infrastructure Alternatives, Inc.; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Caleb Thompson, Water Operator, Infrastructure Alternatives, Inc.

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Bush and supported by Comm. Potter to approve the agenda. A vote was called. All in favor. Motion passed.

APPROVAL OF THE MINUTES

A motion was made by Comm. Theobald and supported by Comm. Potter to approve the August 11, 2026, Regular Meeting Minutes. A vote was called. All in favor. Motion passed.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Deputy Administrator, Ms. Jami Bigger, informed the committee that there are no new updates at this time. She and Administrator Porterfield will be meeting with counsel tomorrow morning to discuss a response regarding the host fees.

G.2. Infrastructure Alternatives Monthly Report

Mr. Tom Lutke, IAI, introduced Caleb Thompson, the new Water Operator, to the Committee. Mr. Lutke noted that everything is running well and it was a quiet month. One new customer was hooked up to the water system. He also informed the Committee that they have exceeded their maintenance budget for this year and will have to invoice the County for all other maintenance expenses.

A commissioner questioned whether a budget amendment was needed. Ms. Bigger stated she will discuss it with Mr. Porterfield.

G.3. Public Defender FY27 Compensation Proposal

Mr. Robert Champion, Public Defender, requested the Committee to adopt the wage scale as presented. Mr. Champion highlighted the importance of having a wage scale that showed room for growth to increase employee retention. He informed the Committee of the standards in which the State expects them to operate in regard to caseloads and highlighted the need to attract qualified and experienced attorneys to the area. Mr. Champion noted that the State had cut its budget for overflow attorneys. He stated that the wage increase would not cost the County as the increases would be covered in the Michigan Indigent Defense Commission (MIDC) grant.

A discussion took place between the Commissioners and Mr. Champion on the impact of approving the increases. Commissioners showed concerned approving the wage scale as presented.

A motion was made by Comm. Potter and supported by Comm. Bush to forward this matter to the full board for further discussion. A vote was called. All in favor. Motion passed.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Ms. Bigger informed the Committee of the following:

- Offices have been working on the FY2027 budget.
- She and Joe will be out of the office for the next few days while they attend the Michigan Association of Counties annual conference.
- She has not yet heard from Weadock & Associates when the health insurance renewal meeting will take place. She will reach out to them to get that scheduled.

PUBLIC COMMENT

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Potter and supported by Comm. Taylor to adjourn the meeting at 4:25 p.m. A vote was called, all in favor.

Gary Taylor, Chair

Jami Bigger, Recording Secretary

Monthly Operations & Maintenance Report

October 13, 2026

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

Significant Events:

- ☐ 9/25 – Turned off water for seasonal customer at 1480 N. Mac Trl.
- ☐ 9/29 – EGLE site visit with District Engineer at Wellhouse.

Preventive Maintenance:

- ☐ Replaced Cl2 feed quill and chemical feed pump rollers to achieve desired chlorine residuals in system.
- ☐ IAI staff continues to regularly monitor chlorine residuals throughout the water system.
- ☐ Monthly Wellhead inspections completed.

Facilities Data for the Month

Production at Well House	373,570 gallons
Metered Usage	256,083 gallons
Metered Flushing	170,060 gallons
Difference *(% Gain)	52,573 gallons (14.07%)