



Wexford County

FINANCE AND APPROPRIATIONS COMMITTEE

Michael Musta, Chair

NOTICE OF MEETING

The Finance & Appropriations Committee of the Wexford County Board of Commissioners will hold a regular meeting on Wednesday, January 13, 2022, beginning at 4:00 p.m. in the Commissioners’ Room, 437 E. Division St., Cadillac, Michigan.

PUBLIC PARTICIPATION

The meeting can be attended in person or by any one of the following three ways:

- **By Telephone:** Dial toll free 1-646-876-9923, enter Webinar ID 749 610 4141#
- **By Computer:** Go to the Zoom Web Site (zoom.us). Click on “Join a Meeting.” Join using Meeting ID 749 610 4141.
- **By Smartphone:** Install the Zoom application prior to the call. Launch the Zoom app at the time of the call and join using Meeting ID 749 610 4141.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE DECEMBER 22, 2021, REGULAR MEETING MINUTES AND DECEMBER 28, 2021, SPECIAL MEETING MINUTES.....1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Approval of Claims (A. Nyman, County Clerk)
 - 2. 2-1-1 Service Membership6
 - 3. Discussion on Bid Results for the WEX Dehumidifier
 - 4. Budget Amendments8
- H. CORRESPONDENCE
- I. ADMINISTRATOR’S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the County Administrator’s office (231-779-9453) at least twelve (12) hours prior to the scheduled start of the meeting.

COUNTY OF WEXFORD
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
December 22, 2021

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

Members Present: Mike Musta, Mike Bengelink, Brian Potter and Gary Taylor
Members Absent: None
Also Present: Jami Bigger, Human Resources Director; Janet Koch, County Administrator; Megan Kujawa, Executive Assistant; Lt. Mike McDaniel, Sheriff's Department; Kristi Nottingham, Treasurer; Alaina Nyman, County Clerk; Joe Porterfield, Equalization; Member of the Public via Phone.

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.9. Sheriff's Department Purchase of Simunition Conversion Kits, **G.10.** Sheriff's Department Purchase of Springfield Armory Rifles, **G.11.** Apex Training Simulator.

APPROVAL OF THE AGENDA

A motion was made by Bengelink and supported by Taylor to approve the agenda, as amended. A vote was called. All in favor.

APPROVAL OF THE MINUTES

A motion was made by Taylor and supported by Potter to approve the December 9, 2021, Regular Meeting Minutes. A vote was called. All in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Approval of Claims

A motion was made by Potter and supported by Taylor to pay the bills in the amount of \$215,204.83.

Ms. Alaina Nyman, County Clerk, reported no changes to the claims.

A vote was called. All in favor.

G.2. Year - to - Date Revenue and Expense Reports - November

Ms. Janet Koch and Ms. Kristi Nottingham are continuing to work on year end budget amendments.

G.3. Empiric Solutions Agreement Renewal

A motion was made by Taylor and supported by Bengelink to forward the renewal contract with Empiric Solutions for IT services at Central Dispatch to the full board for approval.

The committee requested Ms. Koch talk to Empiric Solutions regarding expansion of IT services for the county.

A vote was called. All in favor.

G.4. IT Right: Computer Network Purchases

A motion was made by Taylor and supported by Potter to forward the IT Right costs for replacement of network switches (2021 Purchase) and servers (2022 Purchase) to the full board for approval. A vote was called. All in favor.

G.5. TKS Camera Purchases

A motion was made by Bengelink and supported by Taylor to forward the TKS quote for security camera purchase and installation to the full board for approval. A vote was called. All in favor.

G.6. Windemuller: New TV Locations

A motion was made by Potter and supported by Taylor to forward the Windemuller quote for new tv locations in the Commissioner Room to the full board for approval.

Comm. Musta mentioned that it would make the space more functional. Comm. Potter mentioned that it would hopefully decrease the wear and tear on the equipment.

A vote was called. All in favor.

G.7. Exterior Door/Frame Removal and Replacement

A motion was made by Bengelink and supported by Taylor to forward the City Glass proposal for the removal and replacement of exterior doors and frames at the Lake Street and the Courthouse to the full board for approval. A vote was called. All in favor.

G.8. Budget Amendments

None.

G.9. Sheriff's Department Simunition Training Conversion Kits

A motion was made by Potter and supported by Taylor to forward the recommendation to purchase 10 Simunition Conversion Kits from CMP Distributors to the full board for approval. A vote was called. All in favor.

G.10. Sheriff's Department Springfield Armory Rifles

A motion was made by Bengelink and supported by Potter to forward the recommendation to purchase 10 Springfield Armory Rifles from CMP Distributors to the full board for approval. A vote was called. All in favor.

G.11. Apex Training Simulator

A motion was made by Bengelink and supported by Taylor to forward the purchase of the Apex Training Simulator from Apex Officer (2021 Purchase) to the full board.

Comm. Musta questioned about the maintenance of the simulator, Lt. McDaniel that on page three of the proposal covered his questions.

A vote was called. All in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Ms. Koch stated that the Veteran's Administration passed on purchasing the Old Jail.

Comm. Bengelink questioned the restrictions on the American Rescue Plan Act funding. Ms. Koch responded that she is still waiting on additional information. Comm. Bengelink stated that he would like her to gather all the information that she can and that the ad hoc committee will meet again after the first of the year to discuss.

Ms. Koch said a meeting with potential vendors and Adam Kerr, Maintenance Supervisor, regarding HVAC in the courthouse had been postponed. The meeting has been rescheduled for early January.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Potter stated that at the first Executive meeting of 2022 he would like an agenda item for discussion to be having only Board of Commissioners meetings being the only ones with the option of virtual attendance. Comm. Potter would also like that at the first Recreation and Building meeting of the year an agenda item for discussion to be the seating in arrangements within the Commissioners Room.

CHAIR COMMENTS

Commissioner Musta wished everyone a Merry Christmas.

ADJOURN

A motion was made by Taylor and supported by Bengelink to adjourn the meeting at 4:19 pm. A vote was called. All in favor.

Michael Musta, Chairman

Megan Kujawa, Recording Secretary

COUNTY OF WEXFORD
FINANCE & APPROPRIATIONS COMMITTEE MEETING
SPECIAL MEETING MINUTES
December 28, 2021

The regular meeting was called to order by Commissioner Gary Taylor at 9:00 a.m. in the Commissioners' Room, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Mike Bengelink, Brian Potter and Gary Taylor
Members Absent: Mike Musta
Also Present: Janet Koch, County Administrator; Megan Kujawa, Executive Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, County Clerk.

ADDITIONS OR DELETIONS TO THE AGENDA

APPROVAL OF THE AGENDA

A motion was made by Potter and supported by Bengelink to approve the agenda. A vote was called. All in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

E.1. Approval of Claims

A motion was made by Bengelink and supported by Potter to pay the bills in the amount of \$69,708.74. A vote was called. All in favor.

E.2. Budget Amendments

None.

E.3. Sheriff's Department 2022 Ford Edge

A motion was made by Bengelink and supported by Potter to forward the MiDeal Signature Ford-Lincoln quote for the purchase of a 2022 Ford Edge from the Sheriff's 2021 Budget to the full board for approval. A vote was called. All in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

None.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Commissioner Potter wished everyone a Happy New Year.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Potter and supported by Bengelink to adjourn the meeting at 9:02 a.m. A vote was called. All in favor.

Michael Musta, Chairman

Megan Kujawa, Recording Secretary

DRAFT



December 21, 2021

Janet Koch
 Wexford County Administrator
 437 E Division
 Cadillac, MI 49601

I am asking that Wexford County continue its support of the 2-1-1 information referral service and membership on the 2-1-1 Action Team for 2021-22 budget considerations for a fee for service of \$500.

This essential service has doubled in use during the COVID pandemic. It is funded through a collaboration of public and private partners. Based on population, our cost to operate 2-1-1 has averaged about \$0.22 per resident.

Membership makes possible:

- Access 24-hours a day, 7-days a week, 365 days a year to information on health and human services for all residents, businesses, and visitors to Wexford County.
- A reserved seat on the 2-1-1 Action Team with voting rights for decision-making and direction.
- Access to real-time Wexford County data reports, useful for grant applications.
- Recognition in all pertinent print media and marketing materials.

Most important, Wexford County would continue providing a voice of support for the 2-1-1 initiative and receive recognition as a leader committed to the health and welfare of the county. Your decision to financially support 2-1-1 maintains Wexford County on a list of community leaders including: Cadillac Area Public Schools; District Health Department #10; Networks Northwest/Michigan Works!; Munson Healthcare Cadillac Hospital; Wexford Missaukee ISD; City of Cadillac, Missaukee County, and United Way of Wexford-Missaukee Counties. These and other organizations are making a difference in the lives of city residents.

We appreciate your consideration as we continue this vital service to the residents, businesses, and visitors to Wexford County.

Respectfully,

Andy Ulrich
 Chair, 2-1-1 Action Team
 Executive Director, United Way Wexford Missaukee Counties

2-1-1 Action Team members include: Kevin Hughes, District Health Department #10; Janet Koch, Wexford County/Emergency Management; Dave Cox, Wexford Missaukee Intermediate School District; Jennifer Brown, Cadillac Area Public Schools; Linda Hartshoren-Shafer, Missaukee County/Emergency Management; Peter Marinoff, Munson Healthcare Hospital Cadillac; Terry VanDercook, Networks Northwest MichiganWorks!; Andy Ulrich, United Way Wexford Missaukee Counties.



421 S Mitchell
 Suite 1
 Cadillac, MI 49601

Invoice

Date	Invoice #
12/20/2021	19

Bill To
Wexford County Janet Koch 437 E Division Street Cadillac 49601

Ship To
Wexford County Janet Koch 437 E Division Street Cadillac 49601

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net due in 30 days		12/20/2021			

Quantity	Item Code	Description	Price Each	Amount
	2-1-1 Donation	2-1-1 Fee for Service	1,500.00	1,500.00

Make checks payable to Wexford Missaukee 211 Information and Referral Service	Total	\$1,500.00
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1/4/2022

**Wexford County Board of Commissioners
Amendments to the 2022 Budget**

Adj #	Acct	Acct Description	Revenue	Expense
20220104	274-000-699.00	Appropriated Fund Balance	\$28,164	
	274-000-800.00	Contracted Services		\$28,164
To cover increased cost of the 2022 Msue Agreement; offset by elimination of lease cost increased.				
20220105	101-225-702.01	Elected - Appointed		\$4,950
	274-000-800.00	Fund Balance - General Fund	\$4,950	
To match the approved BOC Equalization Director's increased salary for 2022.				