



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, March 10, 2022, beginning at 4:00 p.m. in the Commissioners’ Room, 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 23, 2022 REGUALR MEETING MINUTES1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Approval of Claims (A. Nyman, County Clerk)
 - 2. Budget Amendment(s).....3
- H. CORRESPONDENCE
- I. ADMINISTRATOR’S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
February 23, 2022

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: Adam Kerr, Maintenance Director; Megan Kujawa, Senior Executive Administrator Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, County Clerk; Joe Porterfield, Equalization Director/ Co-County Administrator Interim.

ADDITIONS OR DELETIONS TO THE AGENDA

ADD – G.7. Quotes for Elevator Remodeling and **DELETE** – G.4. District Court New Desk/Office Arrangements.

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Potter 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. Bengelink to approve the February 10, 2022 Regular Meeting Minutes. A vote was called, all in favor. Motion passed.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Approval of Claims

A motion was made by Comm. Potter and supported by Comm. Taylor to approve paying the bills in the amount of \$295,364.65. A vote was called, all in favor. Motion passed.

G.2. Year – to – Date Revenue and Expense Report

G.3. MGT of America Consulting Agreement

A motion was made by Comm. Bengelink and supported by Comm. Potter to forward to the full board a recommendation to approve a two-year extension to the Consulting Services Contract with MGT of America with no increase in cost for the development of the 2020 Cost Allocation plan for \$1,000.00 annually. A vote was called, all in favor. Motion passed.

G.4. District Court New Desk/Office Arrangements

Deleted. Tabled for discussion at ARPA ad hoc meeting, date is to be determined.

G.5. Sheriff Department Snowmobile Replacement

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the full purchase of the snowmobile in the amount of \$10,803.94. A vote was called, all in favor. Motion passed.

Comm. Musta made note that as stated in the packet that the Sheriff Department will be reimbursed for 75% of the purchase from the Department of Natural Resources.

G.6. Budget Amendment(s)

A motion was made by Comm. potter and supported by Comm. Taylor to forward the budget amendments dated February 23, 2022 to the full board for approval. A vote was called, all in favor. Motion passed.

G.7. Remodeling Elevator Quote

Maintenance Director Adam Kerr stated that he reached out to the vendor for the Courthouse elevator to get pricing on renovating that elevator and was given a rough estimate of \$85,000.00 and that is just to overhaul and update the system. It is an additional \$15,000 to \$20,000 to refurbish the inside of the elevator.

Mr. Kerr continued to mention that the current elevator shimmies, there is a thud when it builds pressure, and it is not always level with ground floor. Comm. Potter asked if it has ever been refurbished since it was put in, it was mentioned that it has not been, but gets maintenance every six months.

Comm. Bengelink stated that since the elevator is thirty-five years old and that it was an item to be replaced with the ARPA funds that he would like to make a motion so that Mr. Kerr can start the process.

A motion was made by Comm. Bengelink and supported by Comm. Taylor that there will be a commitment to overhaul the elevator through Otis following their review of the system and a quote is made and pending if it has to be sent out for bid. A vote was called, all in favor. Motion passed.

CORRESPONDENCE

MMRMA Retention Schedule. No Comment.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield mentioned that Ms. Bigger and himself are working on sorting through as much as they can, they have former County Administrator's emails being sent to them along with the Administration emails. He thanked everyone for their patience.

PUBLIC COMMENTS

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 4:17 p.m.

3/16/2022

Wexford County Board of Commissioners				
Amendments to the 2022 Budget				
Adj #	Acct	Acct Description	Revenue	Expense
2022.03.01	101-172-702.01	Elected - Appointed		\$6,000
	101-225-702.11	Equalization - Admin Duties	\$2,400.00	
	101-267-702.11	HR - Admin Duties	\$3,600.00	
Voted on 03/02/2022 by the BOC, for the compensation of additional duties of the Equalization Director and Human Resources Director as Co-Interim County Administrators.				

2022.03.02	101-334-543.01	Snowmobile	(\$8,102.95)	
	101-334-932.00	Vehicle Maintenance & Repair		\$8,102.95
Approved purchase by the BOC on 03/02/2022 for the replacement of the Sheriff's Department snowmobile. With 75% of the purchase being reimbursed by the DNR grant and 25% of the purchase coming from the Sheriff's 2022 Budget.				