

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
September 28, 2022

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

Members Present: Michael Musta, Brian Potter, Gary Taylor, and Julie Theobald
Members Absent: None.
Also Present: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/ Equalization Director; and Roxanne Snyder, Register of Deeds.

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.5. TeleRad Camera System, G.6. Schneider Geospatial – Beacon Property Management Portal, G.7. AT&T Contract Extension Agreement, and G.8. Land Purchase

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, 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Theobald to approve the September 8, 2022 Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Approval of Claims

A motion was made by Comm. Potter and supported by Comm. Theobald to approve paying the bills in the amount of \$388,548.82. A vote was called, all in favor. Motion passed, 4-0.

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

A report was provided in the packet, no concerns.

Administrator, Mr. Porterfield noted that there will be budget amendments for the end of the year for the ARPA funds to be distributed accordingly.

G.3. Budget Amendment(s)

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the budget amendments dated October 5, 2022. A vote was called, all in favor. Motion passed 4-0.

G.4. 2023 Budget Discussion

Comm. Musta and Comm. Potter briefly discussed with Administrator, Mr. Porterfield, and Deputy Administrator, Ms. Bigger, on some increases/decreases in some department's benefit lines. Ms. Bigger informed the committee that those increases or decreases that they are seeing are related to health insurance costs and the changes in the employee roster along with wage increases and retirement costs. Mr. Porterfield highlighted that these worst case scenario numbers.

Mr. Porterfield noted that Ms. Bigger and himself are continuing to meet with and go over the Sheriff Department's budget thoroughly. They also noted a few recent changes that need to be incorporated into the budget.

Comm. Potter asked that Mr. Porterfield and Ms. Bigger look into the PA11 line items as there looks to be some concerns on a couple of increases and decreases. Ms. Bigger stated that she will investigate and adjust the numbers accordingly.

Ms. Bigger informed the committee that the Building Department Assistant that is going to the full board is not included or the \$1.00 raise for the Bailiffs. At the next HR meeting there will be a position discussion and adjustments for Central Dispatch and Emergency Management.

Comm. Taylor asked that Mr. Porterfield and Ms. Bigger look into the contract with MMR for discussion at the next meeting.

G.5. TeleRad Camera System

A motion was made by Comm. Potter and supported by Comm. Taylor to forward to the full board a recommendation to approve the proposed TeleRad quote for a camera system at the Jail in the amount of \$442,250.00, with payment to come from ARPA funds.

Chair Musta, informed the committee that this was forwarded to the Finance Committee from the ARPA committee, it is a much needed upgrade for the Sheriff's Department to increase security and safety measures and that if the County was to build a new building that the system would be able to expand to the new building as well.

Mr. Porterfield stated that he recently discovered there is a grant through MMRMA to help with up to \$100,000.00 of costs for the system.

A vote was called, all in favor in favor. Motion passed, 4-0.

G.6. Schneider Geospatial – Beacon Property Management

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the proposed quote from Schneider Geospatial in the amount of \$20,268.00, with payment to come from ARPA funds.

Chair Musta, informed the committee that this was forward to the Finance Committee from the ARPA committee, it is a much needed upgrade for the County website and many people use this service.

A vote was called, all in favor. Motion passed, 4-0.

G.7. AT&T Contract Discussion

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve the 12 Month Service Agreement Term Extension for Centrex Account 231-779-3148.

Deputy Administrator, Ms. Bigger, informed the committee that they were recently informed that this account was out of contract, and it is a contract that we do need to have with AT&T. Entering into the agreement would save the county roughly \$690/month.

A vote was called, all in favor. Motion passed, 4-0.

G.8. Land Purchase

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the purchase of a ½ acre parcel across the Sheriff's Department from the Cadillac First Nazarene Church, in an amount not to exceed \$6,000.00 from ARPA funds.

Mr. Porterfield stated that this parcel is adjoining to the other previously purchased parcels.

A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield had no further discussion, but stated he wanted to extend his appreciation for everyone working together on the budget.

Ms. Bigger informed the committee that she is working with Drew to get the employee benefit portal up and running for open enrollment and will be presenting an agreement at the next finance meeting.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

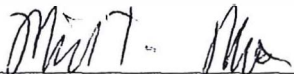
None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Theobald to adjourn the meeting at 4:31 p.m.



Michael Must, Chairman



Megan Kujawa, Recording Secretary