

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING MINUTES  
October 13, 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, Chair; Brian Potter, Gary Taylor, and Julie Theobald  
Members Absent: None.  
Also Present: Duane Alworden, Central Dispatch Director; Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/ Equalization Director; Mistine Stark, Community Corrections Manager; and Sheriff Trent Taylor.

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: G.6. MERS Employee Contribution Corrections, G.7. FY2023 P.A. 511 Community Corrections Grant Agreement, and G.8. DHHS Discussion**

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Theobald and supported by Comm. Taylor 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. Potter to approve the September 28, 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 \$145,341.41. A vote was called, all in favor. Motion passed, 4-0.**

***G.2. Ease Benefit Administration System Agreement***

**A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the agreement of mutual understanding with Benefit Profiles Inc. A vote was called, all in favor. Motion passed 4-0.**

Ms. Bigger, Deputy County Administrator, informed the committee that Mr. Polak, from Weadock and Associates stated that the original quote was for \$3,000.00 annually, but he was able to get the County a discounted rate for \$1,300.00 annually.

***G.3. Catholic Human Services MOU***

**A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the MOU with Catholic Human Services. A vote was called, all in favor. Motion passed 4-0.**

***G.4. Central Dispatch Vehicle Purchase Discussion***

Mr. Alworden, Central Dispatch Director, informed the committee that Central Dispatch has been working with Administration on their budget and they are finally moving forward with creating a trailer that they can take to events for educational purposes and they have the trailer but need a vehicle to pull the trailer. He has looked into working with MiDeal, but there is a 1-2 year delay in getting a new vehicle. There is a 2020 GMC pickup at the local dealership that was a lease trade-in with 40,000 miles, it fits the needs of what he is looking for. He worked with Administration to send a letter of intent to purchase. This truck would come out of Central Dispatch's 2022 Budget, he does not need any supplemental funding from the General Fund.

**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 the 2020 GMC pickup, with payment to come from Central Dispatch 2022 Budget. A vote was called, all in favor. Motion passed 4-0.**

***G.5. Sheriff's Department Vehicle Purchase Discussion***

Sheriff Taylor, informed the committee a vehicle was originally ordered in 2021 and approved for 2021 but it just now arrived at the lot to be outfitted with the equipment. In the past they would pay for the vehicle after it has been delivered; however, with change over at the dealership they are now required to pay for the vehicle before it is outfitted and delivered. Sheriff Taylor is asking the committee to forward a recommendation to the full board to approve the purchase of the vehicle from the 2022 Budget.

**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 the patrol vehicle from the 2022 Budget. A vote was called, all in favor. Motion passed 4-0.**

***G.6. MERS Employee Contribution Corrections***

**A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve a payment to MERS in the amount of \$6,696.79 to correct two employee contributions and match the MERS adoption agreements approved by the Board of Commissioners on October 5, 2022. A vote was called, all in favor. Motion passed 4-0.**

Ms. Bigger, Deputy County Administrator, informed the committee that Madame Clerk, Ms. Nyman, who couldn't be present asked Ms. Bigger to clarify this agenda item. Ms. Bigger stated that in 2019 the Board of Commissioners voted to have a minimum contribution of 5% and there were a couple Union agreements that were not updated, and the addendums that were approved at the last Board of Commissioners meeting corrected that. This payment will correct the contributions owed to MERS.

***G.7. FY2023 P.A. 511 Community Corrections Grant Agreement***

**A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve and authorize the Chairman to sign the FY2023 Community Corrections Grant Agreement.**

Chair Musta asked the committee if they had any questions for Ms. Stark, Community Corrections Manager. Comm. Potter asked if this was the same amount that was requested, Ms. Stark stated that she did request more and she always does and tries to get more and as much as she can, but this is what they were approved and awarded. Ms. Stark mentioned that the County is not bound or responsible for anything within the grant agreement and at anytime the County wants to back out of the grant that the County would be able to without any repercussions.

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

### **G.8. DHHS Discussion**

Comm. Theobald informed the committee that she is the liaison for the Department of Health and Human Services committee which there are a total of four representatives from Wexford County and then two representatives from Missaukee County.

Comm. Theobald wanted to discuss that prior to 10 years ago Wexford County was contributing to DHHS \$10,000.00 on an annual basis that would go into a fund for if extra funds were needed in transporting kids, buying meals during transport, helping those who needed supplies for families that were fostering children, etc. The County stopped contributing when the balance of the fund became too high, which is believed to have been \$124,000. The fund is now down to \$44,000 and Comm. Theobald is proposing that the County look into contributing to this fund again.

Chair Musta stated that he would like Administration to reach out to DHHS to see past statements during this time period and see how the funds were being used and when. Along with seeing if there was an agreement at that time as to why the funding was started and why it stopped. He would also like to see what budget line this contribution was being taken out of.

Comm. Potter stated that he thought that they were State funded, and Comm. Theobald said DHHS is; however, this committee doesn't use any State funds and these funds are only used if the State funds are not available, also these funds would stay directly in Wexford County.

Chair Musta stated that he would not mind further discussion on this once there is more information available.

### **CORRESPONDENCE**

None.

### **ADMINISTRATOR'S COMMENTS**

Mr. Porterfield stated that they are finishing the budget to be proposed at the next Board of Commissioners meeting. The second Transition house inspection was completed; Administration and Community Corrections are waiting on getting the final report, but they do have an offer in at full price. Comm. Townsend and Comm. Potter, both forwarded him an email from the Federal Government stating that the County could qualify for more ARPA funding because of the National Forest in the County, so he will be looking into what is needed for apply for that and what the funding would need to be used for. Mr. Porterfield is moving forward on obtaining the three parcels that were approved for purchase. He has reached out to a few surveying organizations for the survey and environmental study that was suggested by legal.

Ms. Bigger informed the committee that Mr. Porterfield and herself met with Mr. Polak from Weadock and Associates to discuss the County's health insurance. They originally planned for an 8% increase, but it actually came in at 5.5% increase, also Mr. Polak found different plans for dental and vision that would have increase coverage but is cheaper than the current plans. Mr. Polak will be getting together the paperwork to provide to the Board. Ms. Bigger asked if the committee would like Mr. Polak to attend the meeting for any questions that they may have, the committee unanimously stated that Mr. Polak didn't need to be in attendance and that the provided paperwork from him would be sufficient.

### **PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

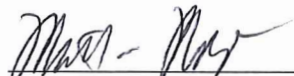
None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Theobald and supported by Comm. Taylor to adjourn the meeting at 4:26 p.m.**



Michael Musta, Chairman



Megan Kujawa, Recording Secretary