

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

The Finance and Appropriations Committee regular meeting was called to order by Chair Michael Musta at 12:00 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: Adam Kerr, Maintenance Director; Megan Kujawa, Sr. Exec Admin Assistant; Lori Nix, Deputy Treasurer; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; and Joe Porterfield, County Administrator/Equalization Director.

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Taylor and supported by Comm. Theobald to approve the agenda. A vote was called, all in favor. Motion passed, 4-0.**

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Theobald and supported by Comm. Potter to approve the November 10, 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 \$216,517.84 . A vote was called, all in favor. Motion passed, 4-0.**

Madame Clerk Nyman stated that there had been no changes.

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

A report was provided in packet. No discussion took place.

***G.3. Community Development Block Grant Program Income for Emergency Repairs***

**A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to hold a public hearing at the BOC meeting on December 7, 2022, for the closeout of the CDBG Program Year 2020 and for the CDBG Proposed Program Year 2021. A vote was called, all in favor. Motion passed, 4-0.**

Comm. Potter verified the dates. Madame Treasurer Nottingham informed the committee that the funding is roughly a year and a half behind.

**G.4. Year End Budget Adjustments**

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the Administrator and Treasurer to transfer funds from one department to another without Board approval to ensure no department is in the negative at the end of the year. A vote was called, all in favor. Motion passed, 4-0.

Chair Musta stated that this is an annual motion to help with the end of the year budget.

**G.5. FY2023 ORV Law Enforcement Grant Agreement**

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the Fiscal Year 2023 ORV Grant Agreement. A vote was called, all in favor. Motion passed, 4-0.

Chair Musta stated that this was another annual renewal agreement.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield stated that the budget is done. He has submitted the contracts for the surveys to be done for the purchase of the properties across from the jail. He is thinking that he may have to extend the time frame.

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 12:04 p.m.

  
Michael Musta, Chairman

  
Megan Kujawa, Recording Secretary