

WEXFORD COUNTY  
**FINANCE & APPROPRIATIONS COMMITTEE MEETING**  
REGULAR MEETING MINUTES  
January 25, 2023

The Finance and Appropriations Committee regular meeting was called to order by Chair Michael Musta at 4:00 p.m., in the Commissioners' Room, Third Floor, 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: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Executive Assistant (\*Extended Meeting Room via Zoom); Alaina Nyman, Clerk; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; and Roxanne Snyder, Register of Deeds.

*\*Extended meeting room offered on the ground floor to accommodate for the elevator being out of service.*

#### **ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED:** *G.3. Merit Internet Agreement*

#### **APPROVAL OF THE AGENDA**

**A motion was made by Comm. Taylor and supported by Comm. Theobald 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. Theobald and supported by Comm. Potter to approve the January 12, 2023 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 \$442,251.06. A vote was called, all in favor. Motion passed, 4-0.**

##### ***G.2. Updated TelNet Service Agreement***

**A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the updated TelNet Service Agreement, as it is presented.**

Ms. Bigger, Deputy County Administrator, stated that the contract is an updated agreement that will save the County a little money.

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

##### ***G.3. Merit Internet Agreement***

**A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the 5 – year Merit Internet Agreement in the amount of \$10,230.00 billed annually.**

Mr. Porterfield, County Administrator, stated that the only change is the \$1,500.00 DDoS protection fee; when the initial contract was in place it was included. It is a needed feature. Overall, that is the only price increase.

**A vote was called, all in favor. Motion passed, 3-0.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee that at the next Finance meeting, the Rehman contract for the audit will be presented and Rehman is looking to start in May

Ms. Bigger stated that earlier today they held two interviews for the part-time floating security personnel. They did offer the position to one of the interviewees and she had accepted. It is expected that she will start on February 13, 2023, pending the completion and passing of the pre-employment testing.

Comm. Potter asked what current positions are open. Ms. Bigger stated that besides the openings at the Sheriff's Department there is only one opening in District Court and then the Part-Time/Irregular Building Department Assistant.

Chair Musta, asked for an update on the elevator. Mr. Porterfield stated that from his understanding they are pulling the current motor/pump and will be putting the new one in tomorrow. Best case scenario would be inspection on Monday, but he isn't alerting anyone until he has confirmation that it can take place. He continued to say that the motor is having to be replaced because it was traveling at 200ft per minute when it should only be traveling 7ft per minute.

**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 4:10 p.m.**

  
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Michael Musta, Chair

  
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Megan Kujawa, Recording Secretary