

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
May 11, 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, Brian Potter, Gary Taylor, and Julie Theobald
Members Absent: None.
Also Present: Duane Alworden, Central Dispatch Director; Jami Bigger, Deputy County Administrator/HR Director; Ashley Hackert, Deputy Clerk; Megan Kujawa, Sr. Executive Assistant; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; Steve Schryer, IV-D Office Assistant Director; Mistine Stark, Community Corrections Manager; and Corey Wiggins, Prosecuting Attorney

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.4. Intrado Maintenance Renewal Agreement, G.5. Letter of Credit for Financial Assurance Mechanism at the Landfill, and G.6. Circuit Court Line Item Increase Request.

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 April 26, 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. Taylor to approve paying the bills in the amount of \$351, 133.79. A vote was called, all in favor. Motion passed, 4-0.

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

April 2023 Revenue and Expense reports were provided in the packet, no discussion took place.

G.3. IV-D Office MGT Reimbursement Program 2024

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the presented IV-D Cooperative Reimbursement Program Application for fiscal year 2024. A vote was called, all in favor. Motion passed, 4-0.

G.4. Intrado Maintenance Renewal Agreement

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the Intrado annual maintenance contract in the amount of \$5,229.42 for Central Dispatch. A vote was called, all in favor. Motion passed, 4-0.

G.5. Letter of Credit for Financial Assurance Mechanism at the Landfill

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the renewal of the letter of credit for \$300,00.00 with Fifth Third Bank required by EGLE for the Financial Assurance Mechanism at the Wexford County Landfill and be continued at the cash secured required amount, weather increased or decreased as required by EGLE, until further notice from the Wexford County Board of Commissioners. A vote was called, all in favor. Motion passed, 4-0.

Ms. Bigger informed the committee that this typically renews automatically but since there was a decrease the bank needed a copy of the Board minutes stating their support. The proposed motion eliminates the need for Board approval if the amount changes again.

G.6. Circuit Court Line Item Increase Request

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the line item increase in the amount of \$35,000.00 in 101-168-899.01 Circuit Court Appointed Attorney.

Chairman Musta, reviewed Judge Elmore's letter of request with the Committee. He asked Administration to provide a budget amendment with the Board packet.

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

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated that the audit starts next week and there was a questionnaire sent to the Department Heads which he is seeking clarification on because it is much longer than previous years and asks questions on topics that the Departments don't handle individually.

Ms. Bigger stated that there were 7 interviews held for the Deputy Cadet Sponsorships and there were offers made to 4.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

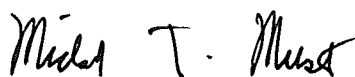
None.

CHAIR COMMENTS

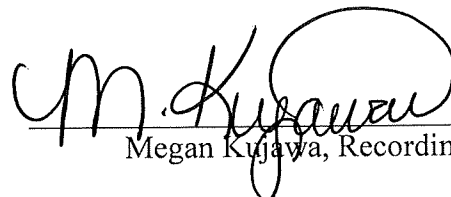
None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Theobald to adjourn the meeting at 4:07 p.m.



Michael Musta, Chair



Megan Kujawa, Recording Secretary