

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
July 13, 2023

The 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: Adam Kerr, Maintenance Director; Megan Kujawa, Sr. Exec. Admin. Assistant; Kristi Nottingham, Treasurer; Joe Porterfield, Administrator/Equalization Director; and Roxanne Snyder, Register of Deeds

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: *G.6. Fairgrounds Sewer Replacement, G.7. Prein & Newhof Environmental Study, G.8. Register of Deeds Scanning Project, G.9. Friend of the Court IV-D Reimbursement Application Fiscal Year 2024, G.10. Budget Amendment*

APPROVAL OF THE AGENDA

A motion was made by Comm. Potter 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. Potter and supported by Comm. Theobald to approve the June 28, 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 \$141,219.47. A vote was called, all in favor. Motion passed, 4-0.

G.2. Year – to – Date Revenue and Expense Report (June 2023)

Reports were provided, there were no concerns.

G.3. Kalkaska County Inmate Housing Agreement

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the presented attorney approved agreement with Kalkaska County. A vote was called, all in favor. Motion passed, 4-0.

G.4. Real Estate Agreement (ARPA Funds)

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the purchase of parcel 10-088-00-024-00 from Thomas and Amy Schmid in the amount of \$9,000.00 with the use of ARPA funds. A vote was called, all in favor. Motion passed, 4-0.

G.5. Cadillac Janitorial Contract

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve a one-year extension agreement with Cadillac Janitorial. A vote was called, all in favor. Motion passed, 4-0.

G.6. Fairgrounds Sewer Replacement (ARPA Funds)

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to waive the competitive bidding requirement and to approve the replacement of the sewer at the fairgrounds with the use of ARPA funds not to exceed \$25,000. A vote was called, all in favor. Motion passed, 4-0.

G.7. Prein & Newhof Environmental Study (ARPA Funds)

A motion was made Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve paying Prein & Newhof with ARPA funds in the amount of \$3,900 for environmental study on parcel 10-088-00-024-00. A vote was called, all in favor. Motion passed, 4-0.

G.8. Register of Deeds Scanning Project (ARPA Funds)

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve granting the Register of Deeds office \$20,000 from ARPA funds to be used towards record conversion scanning. A vote was called, all in favor. Motion passed, 4-0.

G.9. Friend of the Court IV-D Reimbursement Application Fiscal Year 2024

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve applying for the IV-D Reimbursement Program for Fiscal Year 2024. A vote was called, all in favor. Motion passed, 4-0.

G.10. Budget Amendment

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the budget amendment dated July 19, 2023. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the committee that he is reaching out on some guidance regarding suggested uses of ARPA funds for the County.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

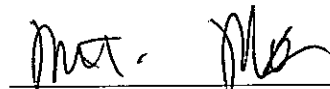
None.

CHAIR COMMENTS

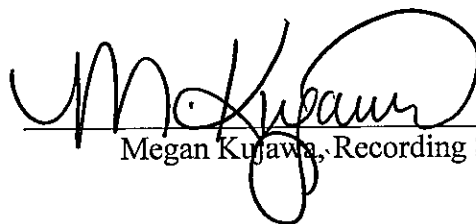
None.

ADJOURN

A motion was made by Comm. Potter and supported by Comm. Theobald to adjourn the meeting at 4:05 p.m.



Michael Musta, Chair



Megan Kujawa, Recording Secretary