

COUNTY OF WEXFORD
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES
September 12, 2023

The regular meeting was called to order by Chair Gary Taylor at 4:00 p.m. in the Commissioners' Room, located on the third floor of the Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Chair; Brian Potter, and Julie Theobald
Members Absent: Mike Musta
Also Present: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Executive Administrative Assistant; Tom Lutke, IAI Project Manager; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; Roxanne Snyder, Register of Deeds; and Mistine Stark, Community Corrections Manager

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: *G.6. Transition House Monies Discussion*

APPROVAL OF THE AGENDA

A motion was made by Comm. Potter and supported by Comm. Theobald to approve the agenda. A vote was called, all in favor. Motion passed, 3-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Theobald and supported by Comm. Potter to approve the August 08, 2023, Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 3-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Mr. Porterfield informed the committee that they are waiting on more information to come in on the Treasurer's foreclosures lawsuits. We have contracted with the attorney that has been handling the settlement agreements because MMRMA is no longer handling it. The attorney is hopeful that it will be dismissed.

G.2. Infrastructure Alternatives Inc. Monthly Report

Tom Lutke, IAI Project Manager, reviewed his report with the committee.

Mr. Lutke informed the committee that they had a new customer that wanted to be connected to the water supply. He obtained three quotes, two quotes were provided one from Matt's Underground for \$9,645, one from Troy Forbes for \$8,490, and a verbal quote from Geeseman Excavating for \$15,000.

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the quote from Forbes Construction and Excavation in the amount of \$8,490 for a new water connection. A vote was called, all in favor. Motion passed, 3-0.

Mr. Lutke stated that he did some research regarding the authority to turn off the water to those not paying their bill, and he stated that the County does have the authority to do so but there are some statues that they have to

follow in order to do so. He stated that back in 2016 the previous Administrator Patrick Jordan received a legal opinion on what course of action to take.

The committee asked that Administration investigate this.

G.3. DHHS Grant Agreement Amendment with Friend of the Court

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the amended Title IV-D Reimbursement Grant Agreement. A vote was called, all in favor. Motion passed, 3-0.

G.4. Energy Assistance Support Letter

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the DTE Energy Assistance Support Letter. A vote was called, all in favor. Motion passed, 3-0.

G.5. Grandstand at the Fairgrounds Discussion

Mr. Porterfield informed the committee that before the Fair started last week, he received a phone call stating that the stands were in need of repairs. The Maintenance department was able to replace some boards that were causing a safety concern. There is still a lot of remaining work that needs to be done to the stands. The State has set aside more grant funds to help with the fairs and the Fair Board is looking at applying after getting quotes back on how much it will cost to fix the grandstands.

G.6. Transition House Monies Discussion

Mr. Porterfield reviewed with the Committee the history of Community Corrections budget and how the funds from the sale of the transition houses were put into a reserve fund account. He discussed how Ms. Stark has worked to reduce her budget. Mr. Porterfield discussed in previous meetings that the Board wanted to be reimbursed for the years that Community Corrections was in a deficit from 2020 through present. Mr. Porterfield looked into this and in 2020 there wasn't confirmation that administrative fees were billed correctly and that his recommendation is that the County looks at 2021 to present. In 2021 they were \$50,000 short, 2022 was roughly \$68,470 short, this year Community Corrections eliminated a position, Ms. Stark moved all of the purchasing of testing supplies to the P.A. 511 Grant; and if Community Corrections is able to stay within the budget that Mr. Porterfield has been working on with Ms. Stark it is projected that she would be \$10,000 deficit. Combining three years deficits and taking that from the reserve fund the remaining amount would be an estimated \$103,500.

Mr. Porterfield stated that there have been several meetings between Missaukee County and Wexford County Administrators and County Board Chairs, to discuss Missaukee County funding a portion of the services that is provided by Community Corrections. Prior to 2020, Community Corrections had a surplus in their budget to where general fund dollars were not need, but with things changing there has been the need to have these types of conversations.

Comm. Theobald stated she is very much in support of using the funds to balance Community Corrections' budget moving forward; her concern is funding prior year deficits. She stated that she was against the admin fees because that is what caused Community Corrections to have a deficit.

Comm. Potter asked Ms. Stark if she is able to ask for more money from the P.A. 511 grant. Ms. Stark stated that she asks for more every year but usually is granted the same but there are some years in which received extra funds, for example this year, she was able to receive an extra \$10,000.

Honorable Judge Elmore spoke to the Committee of the importance of Community Corrections to his Court and how Missaukee and Wexford Counties utilize the services provided. He stated that he has spoken to Missaukee County Board of Commissioners and had informed them that, in his opinion, that they are responsible to pay a percentage of the services. He stated that his recommendation is that the remaining funds of the Transition Houses be used for a couple year to balance Community Corrections' budget while looking forward at continuing to work with Missaukee County to fund the services that Missaukee County utilizes, which he has figured to be about 25%.

Comm. Theobald questioned if any of the funds from the Transition Houses were paid through the grant. Ms. Stark suggested reaching out to the State, informing them of the funds and ask for direction from them on what to do with the funds. Mr. Porterfield stated that there was an audit that was completed and that there were no grant funds used in those Transition Houses.

A motion was made by Comm. Potter and supported by Comm. Theobald to allow Administration to use up to \$105,500, to continue to offset the budget of Community Corrections from the Transition House sales reserve fund of \$231,015, until further direction. A vote was called, motion passed 2-1, with Chair Taylor opposed.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the Committee that at or before the second finance meeting at the end of the month the Finance Committee should have a draft of the budget. Looking to the future of the Prosecuting Attorney's Office funds it is concerning since the State is making changes in the statutes but not helping fund those changes.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

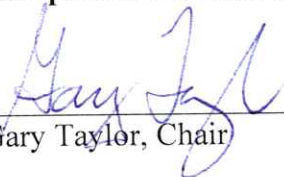
None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Theobald and supported by Comm. Potter to adjourn at 4:35 p.m. A vote was called, all in favor. Motion passed, 3-0.



Gary Taylor, Chair



Megan Kujawa, Recording Secretary