

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
October 12, 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, Gary Taylor, Brian Potter and Julie Theobald
Members Absent: None
Also Present: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Senior Executive Administrative Assistant; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; and Roxanne Snyder, Register of Deeds

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: *G.5. Revised Fiscal Year 2024 Budget Calendar, G.6. Tigg's Canteen Services Agreement Renewal*

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Potter 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. Taylor to approve the September 27, 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 \$120,652.64. A vote was called, all in favor. Motion passed, 4-0.

G.2. Prosecuting Attorney's Office New Case Management System

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the Prosecuting Attorneys Association of Michigan and Wexford County Prosecutor's Office Contract for Prosecutor by Karpel.

Mr. Porterfield, County Administrator, informed the committee that the State is covering the first three years of licensing/software/maintenance, and then the County will be responsible for it after.

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

G.3. Board of Canvassers Per Diem Increase

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the Board of County Canvassers per diem increase to match the rates in Policy A-3.0, effective October 18, 2023. A vote was called, all in favor. Motion passed, 4-0.

G.4. Early Voting Inspectors' Rate

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the presented Early Voting Inspectors' Wage rate be set at \$15.00 per hour. A vote was called, all in favor. Motion passed, 4-0.

G.5. Revised Fiscal Year 2024 Budget Calendar

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the presented revised Fiscal Year 2024 Budget Calendar. A vote was called, all in favor. Motion passed, 4-0.

G.6. Tigg's Canteen Services Agreement

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve Renewal One of the Food Service Agreement with Tigg's Canteen Services. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated that he is continuing to work on the budget. He has been working closely with Probate Court on their grants. He has been working with the Sheriff's Office regarding vehicles. Mr. Porterfield stated that one of the grants that the Probate Court Office receives is paying for a new vehicle; they have until September of 2024 to use it in specific scenarios, but after that the vehicle is given to them without restrictions. Mr. Porterfield stated that he is waiting on a certificate of insurance from the Fair Board to be able to meet the requirements of the agreement to purchase the tractor.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

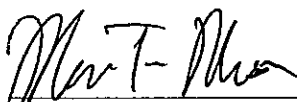
Comm. Potter stated that he would like to remind department heads that just because there is money left over in your budget doesn't mean you will lose it and have to use it up on purchasing anything.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 4:10 p.m. A vote was called, all in favor. Motion passed, 4-0.



Michael Musta, Chair



Megan Kujawa, Recording Secretary