

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING MINUTES  
October 25, 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: Travis Baker, Central Dispatch Director; Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Senior Executive Administrative Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; and Members of the Public

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED:** *G.8. Ottawa County Juvenile Bed Rental Agreement, G.9. 2023 Bulk Paper Purchase, and G.10. Fiscal Year 2023 MSP EMPG Grant*

**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. Potter to approve the October 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 \$433,378.31. A vote was called, all in favor. Motion passed, 4-0.

***G.2. Revenue and Expense Report***

A report was provided in the packet. No concerns were cited.

***G.3. FY 2024 Snowmobile Grant Agreement***

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the Sheriff's Office Fiscal Year 2024 Snowmobile Grant Agreement. A vote was called, all in favor. Motion passed, 4-0.

***G.4. Central Dispatch MEVO Anywhere Mobile Kit Purchase***

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve the purchase of MEVO Anywhere Mobile Kit in the amount of \$7,755.37 and a yearly annual service fee of \$2,235.19 and to waive the three-quote requirement in accordance with Section I. of Policy D-1.0 Purchasing Contracts and Sales. A vote was called, all in favor. Motion passed, 4-0.

***G.5. Council on Aging Fiscal Year 2024 Budget***

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

***G.6. ARPA Funds – WWI Memorial Wall Match Donation***

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve donating \$12,500 of ARPA Funds to complete the WWI Memorial Wall Project. A vote was called, all in favor. Motion passed, 4-0.

***G.7. ARPA Funds – Lake Mitchell Sewer Authority***

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve awarding the Lake Mitchell Sewer Authority \$100,000 of ARPA funds for their sewer utility improvement project.

Comm. Theobald expressed concerns if the Authority had the remaining funds needed to complete the project and if the funds that they were receiving from the County would be used within the guidelines of ARPA.

Ms. Bigger stated that this has been on the ARPA committee's list for awhile and that there is a subrecipient agreement drawn up by legal counsel. The guidelines are laid out in the agreement. The agreement would have to go back to legal for review and also be approved by the Lake Mitchell Sewer Authority and the Board.

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

***G.8. Ottawa County Juvenile Bed Rental Agreement***

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the presented Ottawa County Juvenile Detention Center Bed Rental Agreement for a three-year term beginning October 01, 2023 and expiring September 30, 2026. A vote was called, all in favor. Motion passed, 4-0.

***G.9. 2023 Bulk Paper Purchase***

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward the bid for the 2023 Bulk Paper Purchase from Central Michigan Paper in the amount of \$14,602.90 to the full board to be awarded. A vote was called, all in favor. Motion passed, 4-0.

***G.10. Fiscal Year 2023 MSP EMPG***

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve the MSP Emergency Management Grant Agreement for fiscal year 2023. A vote was called, all in favor. Motion passed, 4-0.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Ms. Bigger stated that one of the Sheriff's patrol cars was in an accident and due to the amount of damage to the vehicle it is likely totaled. There will be a vehicle auction in the near future to get rid of vehicles

**PUBLIC COMMENTS**

Mr. Don Kosmider from Cadillac, wanted to inform the committee that when the Board of Commissioner meetings are played back on YouTube it appears that the podium microphone is turned down. He also requested the County cut all funding to District Health Department #10.

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 4:17 p.m. A vote was called, all in favor. Motion passed, 4-0.**

  
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Michael Musta, Chair

  
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Megan Kujawa, Recording Secretary