

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
SPECIAL MEETING MINUTES  
November 13, 2023

The special 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; Honorable Judge Jason Elmore; Megan Kujawa, Senior Executive Administrative Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/Equalization Director; and Mistine Stark, Community Corrections Manager

#### **APPROVAL OF THE AGENDA**

**A motion was made by Comm. Taylor and supported by Comm. Theobald to approve the Agenda. A vote was called, all in favor. Motion passed, 4-0.**

#### **PUBLIC COMMENTS**

None.

#### **AGENDA ITEMS**

##### ***E.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 \$311,452.32. A vote was called, all in favor. Motion passed, 4-0.**

##### ***E.2. Community Corrections Full-Time Compensation Request***

Mr. Porterfield, County Administrator, informed the committee that per the letter from Honorable Judge Elmore that was included in the packet, Judge Elmore is requesting that instead of the two staff members in the Community Corrections office receiving "flextime" for their on-call hours that they receive a flat rate of \$20/day. This would make it consistent with other court offices.

Ms. Stark, Community Corrections Manager, informed the committee that they are unable to use their flextime due to the decrease in staffing in the office and that it is near impossible to use the time to take off because of someone needing to be in the office and be in court. If they were to use the time the office would have to be closed.

Mr. Porterfield stated that legal counsel's recommendation is to wait for union negotiations that take place in early fall of 2024.

The Committee asked Mr. Porterfield to reach out to legal to discuss moving forward with a Letter of Understanding with the union.

##### ***E.3. 2023-2024 ORV Grant***

**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 2023-2024 ORV Grant Agreement. A vote was called, all in favor. Motion passed, 4-0.**

**E.4. Fiscal Year 2024 Draft Budget**

Mr. Porterfield informed the Committee that he is recommending using \$500,000.00 of ARPA money and \$22,644.00 from fund balance. Mr. Porterfield stated that moving forward we are going to have to look what we can do without the help of ARPA money. He is hopeful the Legislature will allocate more money to the courts to help offset the increase in cost to counties because of criminal justice reform. The Courts are where our biggest shortfalls currently are. We are also hopeful they will move forward with creating the revenue sharing trust fund the Michigan Association of Counties has been working on. This will help toward getting counties closer to what they should have been getting all along since they were reduced in 2008 and guarantee some stability moving forward.

**A motion was made by Comm. Theobald and supported by Comm. Taylor to forward to the full board for approval the proposed Fiscal Year 2024 budget incorporating all changes approved by the Finance Committee on November 13, 2023. A vote was called, all in favor. Motion passed, 4-0.**

**G.5. Resolution 23-19 Winter Millage Rate**

**A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve Resolution 23-19 2023 Winter Millage Rate for Fiscal Year 2024 Budget. A vote was called, all in favor. Motion passed, 4-0.**

**PUBLIC COMMENTS**

None.

**COMMITTEE COMMENTS**

Comm. Theobald asked about the unclaimed funds from Treasury and Mr. Porterfield informed the Committee that the application was submitted, and they are waiting to receive the monies. It is roughly \$13,000, that is to be divided amongst several different areas, such as County Office, Courts, and the Road Commission.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Potter and supported by Comm. Taylor to adjourn the meeting at 4:15 p.m. A vote was called, all in favor. Motion passed, 4-0.**

Michael Must, Chair

Megan Kujawa, Recording Secretary