



## Wexford County

### FINANCE & APPROPRIATIONS COMMITTEE

*Mike Musta, Chair*

#### **NOTICE OF MEETING**

The Finance and Appropriations Committee of the Wexford County Board of Commissioners will hold a regular meeting on Wednesday, January 31, 2024, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

#### **TENTATIVE AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF JANUARY 11, 2024 REGULAR MEETING MINUTES ..... 1
- F. PUBLIC COMMENTS  
*Designated for topics on the agenda only.*
- G. AGENDA ITEMS
  - 1. Approval of the Claims *(Clerk's Office)*
  - 2. Year – to – Date Revenue and Expense Reports.....3
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY  
**FINANCE & APPROPRIATIONS COMMITTEE MEETING**  
REGULAR MEETING MINUTES  
December 27, 2023

The regular meeting was called to order by Chairman 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, and Brian Potter  
Members Absent: Julie Theobald  
Also Present: Jami Bigger, Deputy County Administrator; Megan Kujawa, Senior Executive Administrative Assistant; Karen Maury, Chief Deputy Clerk; Kristi Nottingham, Treasurer; and Joe Porterfield, County Administrator/Equalization Director

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: G.2. Central Dispatch Purchase Request Equature Equipment – New Recorder Server**

**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, 3-0.

**APPROVAL OF THE MINUTES**

A motion was made by Comm. Taylor and supported by Comm. Potter to approve the December 27, 2023 Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 3-0.

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.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 \$477,951.40. A vote was called, all in favor. Motion passed, 3-0.

***G.2. Central Dispatch Purchase Request Equature Equipment – New Recorder Server***

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve the purchase of the new recorder server from Equature in the amount of \$8,767.94, 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, 3-0.

**CORRESPONDENCE**

None.

**ADMINISTRATOR’S COMMENTS**

Mr. Porterfield has been working on tying up a few things with the chart of accounts.

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 4:02 p.m. A vote was called, all in favor. Motion passed, 4-0.**

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Michael Musta, Chairman

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Megan Kujawa, Recording Secretary

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REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
 PERIOD ENDING 12/31/2023  
 % Fiscal Year Completed: 100.00

GL #	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 12/2023 NORM (ABNORM)	ACTIVITY FOR 12/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101	COMMISSIONERS	123,469.00	118,700.70	11,183.42	4,768.30	96.14
172	COUNTY ADMINISTRATION	137,351.00	120,946.98	9,524.98	16,404.02	88.06
174	GEN SERVICES ADMINISTRATION	900,800.00	784,209.03	34,414.46	116,590.97	87.06
193	ARPA Direct Payment	1,119,319.00	726,398.39	0.00	392,920.61	64.90
194	DEPT OF AGRICULTURE	120,000.00	112,897.22	0.00	7,102.78	94.08
215	COUNTY CLERK	380,095.00	323,504.30	24,235.31	56,590.70	85.11
245	STATE SURVEY & REMONUMENTATION	49,898.00	49,200.00	31,700.00	698.00	98.60
253	COUNTY TREASURER	430,002.00	384,738.54	31,748.10	45,263.46	89.47
257	EQUALIZATION	560,794.00	522,671.09	50,497.64	38,122.91	93.20
262	ELECTIONS	29,550.00	14,018.71	31.68	15,531.29	47.44
265	BUILDING AND GROUNDS	491,380.00	401,658.97	51,475.52	89,721.03	81.74
268	DISTRICT HEALTH DEPARTMENT	100,700.00	91,593.10	14,420.18	9,106.90	90.96
270	HUMAN RESOURCES	0.00	(13,488.85)	(11,421.22)	13,488.85	100.00
271	JAIL - BLDG/GRDS CARMEL ST	5,600.00	4,992.35	889.13	607.65	89.15
272	MAINT/STORAGE - BLDG/GRDS	6,770.00	7,057.68	1,038.93	(287.68)	104.25
276	HUMAN SERVICES BLDG	130,000.00	120,999.86	18,273.57	9,000.14	93.08
278	JAIL - BLDG/GRDS	260,500.00	224,236.48	19,359.82	36,263.52	86.08
279	PUBLIC DEFENDER	362,724.00	353,309.53	42,386.27	9,414.47	97.40
283	CIRCUIT COURT	359,679.00	327,893.14	26,910.96	31,785.86	91.16
286	DISTRICT COURT	702,559.00	663,934.16	59,501.45	38,624.84	94.50
289	FRIEND OF THE COURT	1,061,553.00	987,232.31	96,282.98	74,320.69	93.00
294	PROBATE COURT	692,218.00	628,748.31	44,517.06	63,469.69	90.83
295	PROBATION AND PAROLE	2,700.00	2,035.57	343.23	664.43	75.39
296	PROSECUTING ATTORNEY	774,779.00	624,085.52	54,758.59	150,693.48	80.55

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY

PERIOD ENDING 12/31/2023

% Fiscal Year Completed: 100.00

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Fund 101 - GENERAL FUND						
Expenditures						
332	SNOWMOBILE	35,703.00	14,366.75	3,670.98	21,336.25	40.24
333	FEDERAL FOREST	31,271.00	19,138.97	3,344.37	12,132.03	61.20
334	SNOWMOBILE	12,614.00	5,271.92	0.00	7,342.08	41.79
351	JAIL	3,125,681.03	2,804,486.98	298,317.07	321,194.05	89.72
362	STATE GRANT PA 511	120,000.00	117,283.32	9,561.44	2,716.68	97.74
363	ENHANCEMENT	189,318.00	139,114.80	15,028.03	50,203.20	73.48
426	EMERGENCY MANAGEMENT	96,990.00	77,799.85	8,214.21	19,190.15	80.21
442	DRAIN COMMISSION	105,980.00	47,089.45	4,694.77	58,890.55	44.43
526	SANITARY LANDFILL	66,600.00	54,734.79	2,988.16	11,865.21	82.18
605	CONTAGIOUS DISEASES	500.00	148.87	0.00	351.13	29.77
648	MEDICAL EXAMINER	99,900.00	98,747.35	17,996.74	1,152.65	98.85
681	VETERANS BURIAL	10,000.00	9,900.00	600.00	100.00	99.00
711	REGISTER OF DEEDS	336,178.00	302,360.17	28,687.92	33,817.83	89.94
959	APPROPRIATIONS	603,000.00	494,003.13	2,083.33	108,996.87	81.92
995	TRANSFERS	1,101,090.00	840,090.00	17,048.67	261,000.00	76.30
TOTAL EXPENDITURES		18,059,839.00	15,493,942.37	1,351,163.24	2,565,896.63	85.79
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		18,059,839.00	16,317,162.51	993,246.82	1,742,676.49	90.35
TOTAL EXPENDITURES		18,059,839.00	15,493,942.37	1,351,163.24	2,565,896.63	85.79

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
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Fund 225 - ANIMAL CONTROL						
	TOTAL REVENUES	335,333.00	278,176.23	30,471.85	57,156.77	82.96
	TOTAL EXPENDITURES	335,333.00	302,159.03	16,109.76	33,173.97	90.11
Fund 239 - COURT SECURITY FUND:						
	TOTAL REVENUES	137,222.00	122,921.44	10,275.17	14,300.56	89.58
	TOTAL EXPENDITURES	137,222.00	116,464.09	9,102.79	20,757.91	84.87
Fund 249 - BUILDING INSPECTIONS DEPT.:						
	TOTAL REVENUES	268,500.00	303,281.47	16,296.00	(34,781.47)	112.95
	TOTAL EXPENDITURES	198,840.00	183,370.48	16,218.13	15,469.52	92.22
Fund 260 - PUBLIC DEFENDER:						
	TOTAL REVENUES	1,267,215.00	1,187,241.81	0.00	79,973.19	93.69
	TOTAL EXPENDITURES	1,267,215.00	1,163,530.43	122,473.90	103,684.57	91.82
Fund 261 - 911-WIRELESS:						
	TOTAL REVENUES	1,750,000.00	785,691.07	15,772.85	964,308.93	44.90
	TOTAL EXPENDITURES	1,481,705.00	1,101,853.47	118,819.36	379,851.53	74.36
Fund 292 - CHILD CARE FUND:						
	TOTAL REVENUES	523,000.00	222,210.63	47,804.54	300,789.37	42.49
	TOTAL EXPENDITURES	523,000.00	453,461.35	75,187.50	69,538.65	86.70
	TOTAL REVENUES - ALL FUNDS	4,281,270.00	2,899,522.65	120,620.41	1,381,747.35	67.73
	TOTAL EXPENDITURES - ALL FUNDS	3,943,315.00	3,320,838.85	357,911.44	622,476.15	84.21
	NET OF REVENUES & EXPENDITURES	337,955.00	(421,316.20)	(237,291.03)	759,271.20	124.67