

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

The regular meeting was called to order by Commissioner Julie Theobald at 4:00 p.m., in the Commissioners' Room, Third Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Brian Potter and Julie Theobald  
Members Absent: Michael Mustà  
Also Present: Jami Bigger, Deputy County Administrator; Erica Heis, Register of Deeds Chief Deputy; Megan Kujawa, Senior Executive Administrative Assistant; Karen Maury, Chief Deputy Clerk; and Joe Porterfield, County Administrator/Equalization Director

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: G.6. FY2024 Budget Amendment – Probate Court Attorneys**

**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. Taylor and supported by Comm. Potter to approve the December 14, 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. Taylor to approve paying the bills in the amount of \$245,125.01. 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. VC3 – IT Contract 3-Year***

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the VC3 Manage – On Premises contract and service plan incorporating all changes from legal counsel. A vote was called, all in favor. Motion passed, 4-0.

Ms. Bigger mentioned that the legal counsel revised contract was sent back to VC3 for review before the board meeting.

***G.4. MI-Works Lease Agreement***

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve the lease extension through February 29, 2024 with MI-Works. A vote was called, all in favor. Motion passed, 4-0.

**G.5. Animal Shelter Two Seven Oh Inc. 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 Two Seven Oh, Inc. reimbursement grant agreement. A vote was called, all in favor. Motion passed, 4-0.

**G.6. FY2024 Budget Amendment – Probate Court Attorneys**

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve the budget amendment dated January 03, 2024. A vote was called, all in favor. Motion passed, 4-0.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield thanked the committee for forwarding the budget amendment as it was an oversight when the 2024 budget was being put together. The departments did very well with their budgets this year. He did reach out to find a different IT service company and Karhu Cyber that he spoke with at MAC conference was \$5,000 more than VC3 highest year, while requiring the County to hire a full-time on-site IT personnel.

**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 4:07 p.m. A vote was called, all in favor. Motion passed, 4-0.



Julie Theobald, Acting Chair



Megan Kujawa, Recording Secretary