

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING MINUTES  
January 31, 2024

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, Brian Potter, Gary Taylor, and Julie Theobald  
Members Absent: None  
Also Present: Duane Alworden, Central Dispatch Director; Megan Kujawa, Senior Executive Administrative Assistant; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/Equalization Director; and Roxanne Snyder, Register of Deeds

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: *G.3. CAD Project Reimbursement and G.4. Budget Amendments***

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Taylor and supported by Comm. Theobald 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 January 11, 2024, 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 \$818,695.31. A vote was called, all in favor. Motion passed, 4-0.**

***G.2. Year – to – Date Revenue and Expense Reports***

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

***G.3. CAD Project Reimbursement***

**A motion was made by Comm. Theobald and Supported by Comm. Potter to forward a recommendation to the full board to approve the quote from Central Square in the amount of \$6,301.84 with reimbursement from the City of Cadillac, and to waive the three-quote requirement in accordance with Section I. of Policy D-1.0 Purchasing, Contacts, and Sales.**

Mr. Alworden, Central Dispatch Director, informed the committee that a verbal agreement with the City of Cadillac was made but a formal agreement will be presented to the Board for approval.

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

**G.4. Budget Amendments**

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the budget amendment dated for February 07, 2024. A vote was called, all in favor. Motion passed, 4-0.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the committee that the budget amendment was for Probate Court because the Childcare Fund grant had agreed to pay 75% reimbursements for wages and benefits. This will move the monies into the appropriate line items.

He also stated there will be a few more budget amendments coming forward due to the change in the chart of accounts; noting the Drain Commission will need an additional line item for a grant.

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

A motion was made by Comm. Taylor and supported by Comm. Theobald to adjourn the meeting at 4:05 p.m. A vote was called, all in favor. Motion passed, 4-0.



Michael Musta, Chair



Megan Kujawa, Recording Secretary