

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
February 28, 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: Jami Bigger; Deputy County Administrator/HR Megan Kujawa, Sr. Exec. 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.8. Sheriff's Office Purchase Request – Bolawrap Replacement Equipment*

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. Theobald to approve the February 08, 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 \$615,735.10. A vote was called, all in favor. Motion passed, 4-0.

G.2. Revenue and Expense Reports

Reports were provided in the packet, no concerns were noted.

G.3. Resolution 24-08 Animal Control Millage

A motion was made by Comm. Theobald and supported by Comm. Potter to forward a recommendation to the full board to approve Resolution 24-08 Animal Control Millage. A vote was called, all in favor. Motion passed, 4-0.

G.4. Resolution 24-09 Public Safety Millage

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve Resolution 24-09 Public Safety Millage. A vote was called, all in favor. Motion passed, 4-0.

G.5. Resolution 24-10 Veterans Services Millage

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve Resolution 24-10 Veterans Services Millage. A vote was called, all in favor. Motion passed, 4-0.

G.6. Probate Court Juvenile Transport Vehicle Purchase Request

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the purchase of a 2024 Ford Explorer in the amount of \$46,420.00 with all funds from the Raise the Age Grant. A vote was called, all in favor. Motion passed, 4-0.

Mr. Porterfield, County Administrator, informed the committee this is a new grant this year that won't be available next year but the County will retain the vehicle.

Ms. Bigger, Deputy County Administrator, informed the committee that the department went through MiDeals so the Committee does not need to waive the three quote requirement of County policy.

G.7. Budget Amendment(s)

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the budget amendment dated March 06, 2024. A vote was called, all in favor. Motion passed, 4-0.

G.8. Sheriff's Office Purchase Request – Bolawrap Replacement Equipment

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 replacement equipment from Bolawrap in the amount of \$8,163.70 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.

Ms. Bigger informed the committee that she spoke with Lt. Denison and he noted that there are no replacement or maintenance parts for the current Bolawraps that they have.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield informed the committee that they are getting ready for the audit.

PUBLIC COMMENTS

None

COMMITTEE COMMENTS

Comm. Potter asked Administration about the cage that would be going into the Juvenile transport vehicle.

Ms. Bigger stated that the cage was listed in the request and will come from the same grant but because it will be purchased and installed after the vehicle is delivered, and is under \$5,000, policy states that they will just need a purchase order. Mr. Porterfield can approve that purchase without it having to go to the committee or to the board.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 4:06 p.m. A vote was called, all in favor. Motion passed, 4-0.



Michael Musta, Chair



Megan Kujawa, Recording Secretary