

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING MINUTES  
April 11, 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, Julie Theobald  
Members Absent: None  
Also Present: Adam Kerr, Maintenance Director; Megan Kujawa, Sr. Exec. Administrative Assistant; Alaina Nyman, Clerk; Kristi Nottingham, Treasurer; and Joe Porterfield, County Administrator/Equalization Director.

**ADDITIONS OR DELETIONS TO THE AGENDA**

**ADDED: G.3. Courthouse Additional Sidewalk Repairs, G.4. Sale of Sheriff's Office Motorhome, and G.5. Sale of Equalization Expedition**

**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. Theobald and supported by Comm. Potter to approve the March 27, 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. Theobald to approve paying the bills in the amount of \$425,567.09. A vote was called, all in favor. Motion passed, 4-0.

***G.2. Budget Amendment(s)***

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 April 17, 2024. A vote was called, all in favor. Motion passed, 4-0.

Mr. Porterfield, County Administrator, stated that this budget amendment was needed because the Drain Commissioner received more grant monies than anticipated.

***G.3. Courthouse Additional Sidewalk Repairs***

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the presented quote from Schepers Concrete for additional repairs to the Courthouse sidewalk in the amount of \$7,933.00, with funds coming from ARPA, 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.

Mr. Kerr, Maintenance Director, informed the committee that the Board previously approved a quote from Schepers for the repairs, however, there is some additional work that needs to be done since that quote was given in 2022.

**G.4. Sale of the Sheriff's Office Motorhome**

A motion was made by Comm. Taylor and supported by Comm. Theobald to forward a recommendation to the full board to approve the sale of the Sheriff's Office motorhome and for the revenue from the sale to go back into the Sheriff's Office budget. A vote was called, all in favor. Motion passed, 4-0.

Mr. Porterfield stated that the motorhome was given to the Sheriff's Office and that the stipulations in the sale agreement was that the Sheriff's Office needed to keep it for two years and then afterwards, if they were to sell it, that the funds would need to be used for the Sheriff's Office. Mr. Porterfield informed the committee that the Sheriff would like the minimum bid to start at \$100,000.

**G.5. Sale of Equalization Expedition**

A motion was made by Comm. Theobald and supported by Comm. Taylor to forward a recommendation to the full board to approve the sale of the Equalization's Expedition and for the revenue from the sale to go back into the general fund. A vote was called, all in favor. Motion passed, 4-0.

Mr. Porterfield informed the committee that the vehicle does have a brand-new motor, but there is an electrical issue. It has a master cut-off switch that, if it doesn't get turned off, then the battery gets drained. His office has been utilizing the old Emergency Management GMC Terrain because it has better fuel efficiency.

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield stated that the audit is starting and when that is finished will start working on next year's budget. He was looking at numbers and it appears that there will be an increase in tax revenue.

**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 4:08 p.m. A vote was called, all in favor. Motion passed, 4-0.



Michael Musta, Chair



Megan Kujawa, Recording Secretary