



## Wexford County

### FINANCE & APPROPRIATIONS COMMITTEE

*Brian Potter, Chair*

#### **NOTICE OF MEETING**

The Finance and Appropriations Committee of the Wexford County Board of Commissioners will hold a regular meeting on Wednesday May 28, 2025, 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 MAY 08, 2025, 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. Revenue & Expense Reports..... 3
  - 3. Enterprise Presentation
- 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  
May 8, 2025

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

Members Present: Brian Potter, Sandy Bengelink, Mark Nyman, Gary Taylor  
Members Absent: None  
Also Present: Jami Bigger, Deputy Admin. & HR Director; Alaina Nyman, Clerk; Adam Kerr, Maintenance Director; Megan Swanberg, Executive Assistant

**ADDITIONS OR DELETIONS TO THE AGENDA**

Add: G.4 FY25 County Budget Amendment – Register of Deeds  
Add: G.5. FY25 County Budget Amendment – Circuit Court  
Add: G.6. Lake Street Roof Top Unit Replacement

**APPROVAL OF THE AGENDA**

A motion was made by Comm. Taylor and supported by Comm. Bengelink to approve the agenda, as amended. A vote was called, all in favor.

**APPROVAL OF THE MINUTES**

A motion was made by Comm. Taylor and supported by Comm. Bengelink to approve the April 23, 2025, regular meeting minutes. A vote was called, all in favor.

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.1. Approval of Claims***

A motion was made by Comm. Taylor and supported by Comm. Nyman to approve paying the claims in the amount of \$522,340.73. A vote was called, all in favor.

***G.2. FY25 County Budget Amendment – Veteran Services***

A motion was made by Comm. Taylor and supported by Comm. Nyman to forward a recommendation to the full board to approve the FY25 County Budget Amendment for Veteran Services. A vote was called, all in favor.

***G.3. Slagle Township Assessors Contract 2025***

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve the Assessors Service Contract between Slagle Township and Wexford County for the period beginning April 1, 2025, through March 31, 2026. A vote was called, all in favor.

***G.4. FY25 County Budget Amendment – Register of Deeds***

A motion was made by Comm. Taylor and supported by Comm. Nyman to forward a recommendation to the full board to approve the FY25 County Budget Amendment for ROD. A vote was called, all in favor.

***G.5. FY25 County Budget Amendment – Circuit Court***

A motion was made by Comm. Taylor and supported by Comm. Nyman to forward a

**recommendation to the full board to approve the FY25 County Budget Amendment for Circuit Court. A vote was called, all in favor.**

***G.6. Lake Street Roof Top Unit Replacement***

**A motion was made by Comm. Nyman and supported by Comm. Taylor to forward a recommendation to the full board to approve the quote from Advanced Mechanical & Electrical Services, LLC in the amount of \$26,199.14 to replace the roof top heating/cooling unit on the Lake Street building. A vote was called, all in favor.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Deputy Administrator Ms. Bigger informed the committee that everyone is working on getting stuff around for the audit process because it will begin next week.

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Bengelink to adjourn the meeting at 4:05 p.m. A vote was called, all in favor.**

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Brian Potter, Chair

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Megan Swanberg, Recording Secretary

PERIOD ENDING 04/30/2025

% Fiscal Year Completed: 32.88

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
UNCLASSIFIED	Unclassified	18,535,218.00	1,963,238.28	410,309.24	16,571,979.72	10.59
TOTAL REVENUES		18,535,218.00	1,963,238.28	410,309.24	16,571,979.72	10.59
Expenditures						
101	COMMISSIONERS	126,769.00	37,786.96	10,190.32	88,982.04	29.81
172	COUNTY ADMINISTRATION	141,229.00	37,237.05	9,732.63	103,991.95	26.37
174	GEN SERVICES ADMINISTRATION	1,164,008.00	474,311.58	24,900.99	689,696.42	40.75
193	ARPA Direct Payment	0.00	17,000.00	0.00	(17,000.00)	100.00
194	DEPT OF AGRICULTURE	120,000.00	0.00	0.00	120,000.00	0.00
215	COUNTY CLERK	434,731.00	124,094.10	36,247.05	310,636.90	28.55
245	STATE SURVEY & REMONUMENTATION	49,978.00	3,825.00	3,825.00	46,153.00	7.65
253	COUNTY TREASURER	445,233.00	142,464.18	35,136.96	302,768.82	32.00
257	EQUALIZATION	612,297.00	185,389.24	44,433.72	426,907.76	30.28
262	ELECTIONS	56,250.00	4,926.97	881.69	51,323.03	8.76
265	BUILDING AND GROUNDS	489,201.00	159,828.41	30,116.05	329,372.59	32.67
268	DISTRICT HEALTH DEPARTMENT	97,200.00	31,361.22	8,623.42	65,838.78	32.26
270	HUMAN RESOURCES	98,570.00	54,708.17	(3,112.69)	43,861.83	55.50
272	MAINT/STORAGE - BLDG/GRDS	7,850.00	2,146.76	287.83	5,703.24	27.35
276	HUMAN SERVICES BLDG	131,750.00	52,473.14	10,801.24	79,276.86	39.83
278	JAIL - BLDG/GRDS	265,000.00	101,355.41	12,805.36	163,644.59	38.25
279	PUBLIC DEFENDER	279,350.00	96,110.98	26,312.85	183,239.02	34.41
283	CIRCUIT COURT	348,069.00	98,889.00	26,922.44	249,180.00	28.41
286	DISTRICT COURT	802,393.00	258,655.44	62,555.28	543,737.56	32.24
289	FRIEND OF THE COURT	1,026,819.00	231,348.36	61,853.15	795,470.64	22.53
294	PROBATE COURT	716,575.00	187,724.46	56,472.84	528,850.54	26.20
295	PROBATION AND PAROLE	2,700.00	645.85	302.99	2,054.15	23.92
296	PROSECUTING ATTORNEY	876,167.00	220,168.24	62,104.16	655,998.76	25.13
297	JURY COMMISSION	5,250.00	3.79	3.79	5,246.21	0.07
298	CIRCUIT COURT FAMILY COUNS.	75,217.00	18,723.34	2,889.17	56,493.66	24.89
299	PROS ATTN CO-OP REIMB	75,527.00	24,228.90	6,153.12	51,298.10	32.08
301	SHERIFF	3,311,718.00	961,323.70	250,403.86	2,350,394.30	29.03
316	SECONDARY ROAD PATROL	104,979.00	24,325.88	6,376.45	80,653.12	23.17
331	MARINE	37,367.00	0.00	0.00	37,367.00	0.00
332	SNOWMOBILE	34,899.00	20,659.97	1,779.06	14,239.03	59.20
333	ORV GRANT	41,000.00	7,457.16	5,273.85	33,542.84	18.19
334	FEDERAL FOREST	4,000.00	0.00	0.00	4,000.00	0.00
351	JAIL	3,761,968.00	971,049.03	252,528.41	2,790,918.97	25.81
362	STATE GRANT PA 511	128,543.00	36,474.93	9,217.70	92,068.07	28.38
363	ENHANCEMENT	171,262.00	49,803.51	15,040.30	121,458.49	29.08
426	EMERGENCY MANAGEMENT	105,732.00	40,411.33	9,493.49	65,320.67	38.22
442	DRAIN COMMISSION	86,989.00	15,978.41	5,015.50	71,010.59	18.37
526	SANITARY LANDFILL	65,000.00	9,207.50	2,445.00	55,792.50	14.17
605	CONTAGIOUS DISEASES	0.00	35.09	35.09	(35.09)	100.00
648	MEDICAL EXAMINER	110,400.00	39,124.56	9,276.78	71,275.44	35.44
681	VETERANS BURIAL	10,000.00	1,800.00	1,500.00	8,200.00	18.00
711	REGISTER OF DEEDS	350,905.00	107,766.60	28,220.51	243,138.40	30.71
959	APPROPRIATIONS	466,543.00	204,700.05	25,545.17	261,842.95	43.88
995	TRANSFERS	1,295,780.00	365,332.80	47,077.52	930,447.20	28.19
TOTAL EXPENDITURES		18,535,218.00	5,420,857.07	1,199,668.05	13,114,360.93	29.25

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REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
 PERIOD ENDING 04/30/2025  
 % Fiscal Year Completed: 32.88

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		18,535,218.00	1,963,238.28	410,309.24	16,571,979.72	10.59
TOTAL EXPENDITURES		18,535,218.00	5,420,857.07	1,199,668.05	13,114,360.93	29.25
NET OF REVENUES & EXPENDITURES		0.00	(3,457,618.79)	(789,358.81)	3,457,618.79	100.00

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
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GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 04/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 225 - ANIMAL CONTROL						
Revenues						
UNCLASSIFIED	Unclassified	298,303.00	248,309.40	548.48	49,993.60	83.24
TOTAL REVENUES		<u>298,303.00</u>	<u>248,309.40</u>	<u>548.48</u>	<u>49,993.60</u>	<u>83.24</u>
Expenditures						
000		298,303.00	70,004.45	18,519.54	228,298.55	23.47
TOTAL EXPENDITURES		<u>298,303.00</u>	<u>70,004.45</u>	<u>18,519.54</u>	<u>228,298.55</u>	<u>23.47</u>
Fund 225 - ANIMAL CONTROL:						
TOTAL REVENUES		298,303.00	248,309.40	548.48	49,993.60	83.24
TOTAL EXPENDITURES		298,303.00	70,004.45	18,519.54	228,298.55	23.47
NET OF REVENUES & EXPENDITURES		0.00	178,304.95	(17,971.06)	(178,304.95)	100.00
Fund 239 - COURT SECURITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	196,211.00	74,714.97	19,910.92	121,496.03	38.08
TOTAL REVENUES		<u>196,211.00</u>	<u>74,714.97</u>	<u>19,910.92</u>	<u>121,496.03</u>	<u>38.08</u>
Expenditures						
000		196,211.00	29,643.21	8,154.86	166,567.79	15.11
TOTAL EXPENDITURES		<u>196,211.00</u>	<u>29,643.21</u>	<u>8,154.86</u>	<u>166,567.79</u>	<u>15.11</u>
Fund 239 - COURT SECURITY FUND:						
TOTAL REVENUES		196,211.00	74,714.97	19,910.92	121,496.03	38.08
TOTAL EXPENDITURES		196,211.00	29,643.21	8,154.86	166,567.79	15.11
NET OF REVENUES & EXPENDITURES		0.00	45,071.76	11,756.06	(45,071.76)	100.00
Fund 249 - BUILDING INSPECTIONS DEPT.						
Revenues						
UNCLASSIFIED	Unclassified	320,000.00	80,927.75	21,271.48	239,072.25	25.29
TOTAL REVENUES		<u>320,000.00</u>	<u>80,927.75</u>	<u>21,271.48</u>	<u>239,072.25</u>	<u>25.29</u>
Expenditures						
000		239,801.00	73,288.58	19,827.44	166,512.42	30.56
TOTAL EXPENDITURES		<u>239,801.00</u>	<u>73,288.58</u>	<u>19,827.44</u>	<u>166,512.42</u>	<u>30.56</u>
Fund 249 - BUILDING INSPECTIONS DEPT.:						
TOTAL REVENUES		320,000.00	80,927.75	21,271.48	239,072.25	25.29
TOTAL EXPENDITURES		239,801.00	73,288.58	19,827.44	166,512.42	30.56

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
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Fund 249 - BUILDING INSPECTIONS DEPT. NET OF REVENUES & EXPENDITURES		80,199.00	7,639.17	1,444.04	72,559.83	9.53
Fund 260 - PUBLIC DEFENDER Revenues						
UNCLASSIFIED	Unclassified	1,974,202.00	67,171.37	37,013.05	1,907,030.63	3.40
TOTAL REVENUES		1,974,202.00	67,171.37	37,013.05	1,907,030.63	3.40
Expenditures 000						
		1,974,202.00	456,835.75	117,474.90	1,517,366.25	23.14
TOTAL EXPENDITURES		1,974,202.00	456,835.75	117,474.90	1,517,366.25	23.14
Fund 260 - PUBLIC DEFENDER: TOTAL REVENUES		1,974,202.00	67,171.37	37,013.05	1,907,030.63	3.40
TOTAL EXPENDITURES		1,974,202.00	456,835.75	117,474.90	1,517,366.25	23.14
NET OF REVENUES & EXPENDITURES		0.00	(389,664.38)	(80,461.85)	389,664.38	100.00
Fund 261 - 911-WIRELESS Revenues						
UNCLASSIFIED	Unclassified	1,400,000.00	89,679.86	81,899.21	1,310,320.14	6.41
TOTAL REVENUES		1,400,000.00	89,679.86	81,899.21	1,310,320.14	6.41
Expenditures 000						
		155,000.00	7,234.94	2,897.89	147,765.06	4.67
325	COMMUNICATIONS/DISPATCH	1,103,334.00	394,332.79	158,333.88	709,001.21	35.74
TOTAL EXPENDITURES		1,258,334.00	401,567.73	161,231.77	856,766.27	31.91
Fund 261 - 911-WIRELESS: TOTAL REVENUES		1,400,000.00	89,679.86	81,899.21	1,310,320.14	6.41
TOTAL EXPENDITURES		1,258,334.00	401,567.73	161,231.77	856,766.27	31.91
NET OF REVENUES & EXPENDITURES		141,666.00	(311,887.87)	(79,332.56)	453,553.87	220.16
Fund 292 - CHILD CARE FUND Revenues						
UNCLASSIFIED	Unclassified	1,014,243.00	70,808.84	41,466.28	943,434.16	6.98
TOTAL REVENUES		1,014,243.00	70,808.84	41,466.28	943,434.16	6.98
Expenditures 000						
		1,014,243.00	210,679.43	62,944.94	803,563.57	20.77
TOTAL EXPENDITURES		1,014,243.00	210,679.43	62,944.94	803,563.57	20.77

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY  
 PERIOD ENDING 04/30/2025  
 % Fiscal Year Completed: 32.88

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 292 - CHILD CARE FUND						
Fund 292 - CHILD CARE FUND:						
	TOTAL REVENUES	1,014,243.00	70,808.84	41,466.28	943,434.16	6.98
	TOTAL EXPENDITURES	1,014,243.00	210,679.43	62,944.94	803,563.57	20.77
	NET OF REVENUES & EXPENDITURES	0.00	(139,870.59)	(21,478.66)	139,870.59	100.00
	TOTAL REVENUES - ALL FUNDS	5,202,959.00	631,612.19	202,109.42	4,571,346.81	12.14
	TOTAL EXPENDITURES - ALL FUNDS	4,981,094.00	1,242,019.15	388,153.45	3,739,074.85	24.93
	NET OF REVENUES & EXPENDITURES	221,865.00	(610,406.96)	(186,044.03)	832,271.96	275.13