

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
April 23, 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; Bob Champion, Chief Public Defender; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, Administrator & Equalization Director

ADDITIONS OR DELETIONS TO THE AGENDA

Deleted: G.4. Enterprise Lease Discussion

Added: G.5. CLIO Proposal

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. Nyman to approve the April 10, 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 \$189,497.28.

Clerk Nyman noted there were no changes to the report.

A vote was called, all in favor.

G.2. Revenue & Expense Reports

Admin. Porterfield stated the budget is on track. Invoices for the work done in the Register of Deeds office have been received and forwarded to the insurance carrier.

G.3. Ooma Quote/AT&T Replacement

A motion was made by Comm. Nyman and supported by Comm. Taylor to forward a recommendation to the full board to approve the Ooma proposal to replace the AT&T POTS lines. A vote was called, all in favor.

G.4. Enterprise Lease Discussion – DELETED

G.5. CLIO Proposal

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward the CLIO Legal Practice Management System Proposal in the amount of \$28,622.88 to the full board with a recommendation to approve.

Comm. Potter inquired if the funds were in the Public Defender's budget to cover this cost; Mr. Champion confirmed they were. Mr. Champion also informed the committee that the new system would save their office time and money while also protecting their data. They will no longer need to copy videos, and all communication will be fully encrypted.

A vote was called, all in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Administrator Porterfield informed the committee:

- The audit process has begun; narratives were requested from department heads today and many have already responded.
- Administration is still working on obtaining complete costs for the Enterprise lease. Rough insurance quotes came in at around \$1,000 per additional vehicle.
- Windows 10 will no longer be supported by the end of the year so the county will need to look at upgrading to Windows 11.
- He will be meeting with the Treasurer's office tomorrow to discuss their BS&A delinquent tax system.

PUBLIC COMMENTS

None

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

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



Brian Potter, Chair



Jami Bigger, Recording Secretary