

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
August 27, 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, Mark Nyman, Gary Taylor, Sandy Bengelink
Members Absent: None
Also Present: Jami Bigger, Deputy Admin. & HR Director; Alix Matzke, Senior Officer
Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield,
Equalization Director & Administrator; Megan Swanberg, Executive Assistant

ADDITIONS OR DELETIONS TO THE AGENDA

None

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Nyman to approve the agenda. A vote was called, all in favor. Motion 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Talor and supported by Comm. Nyman to approve the August 14, 2025, 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. Taylor and supported by Comm. Bengelink to approve paying the claims in the amount of \$322,930.17. A vote was called, all in favor. Motion passed 4-0.

G.2. Revenue & Expense Reports

Mr. Porterfield stated everything is going great.

G.3. Federal Drug Testing Contract FY26 – Community Corrections

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Federal Drug Testing Contract FY26. A vote was called, all in favor. Motion passed 4-0.

G.4. EOP Contract Renewal with CHS – Community Corrections

A motion was made by Comm. Nyman and supported by Comm. Taylor to forward a recommendation to the full board to approve Enhanced Outpatient Program Contract Renewal with Catholic Human Services. A vote was called, all in favor. Motion passed 4-0.

G.5. Request to Increase LOC – Landfill

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve an increase in the amount of \$7,500 to the Letter of Credit with Fifth-third Bank, and for the Landfill. A vote was called, all in favor. Motion passed 4-0.

G.6. Opioid Settlement Funding Agreement with CHS

A motion was made by Comm. Taylor and supported by Comm. Nyman to forward a recommendation to the full board to approve the one-year agreement between Wexford County and Catholic Human Services utilizing \$70,000 of opioid funding to provide a Peer Recovery Coach to work with the jail staff and inmates. A vote was called, all in favor. Motion passed 4-0.

G.7. Opioid Settlement Funding Agreement with CWTA – Amendment No.3

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve the amendment to the Opioid Settlement Funding Agreement with the Cadillac Wexford Transit Authority (CWTA), increasing the amount to \$50,000. A vote was called, all in favor. Motion passed 4-0.

G.8. Opioid Settlement Funding Agreement with DHD#10

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the agreement with District Health Department #10 utilizing \$50,000 of opioid funding to provide NaloxBoxes & Naloxone Distribution Boxes, Billboards & Radio PSA Messages and support of the annual Harm Reduction conference & other Harm reduction events.

Comm. Potter asked if it was new. Mr. Porterfield stated that this is one we have been giving to.

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

G.9. Opioid Settlement Funding Agreement – Addiction Treatment Services

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approval the 2-year agreement between County of Wexford and Addiction Treatment Services INC. utilizing \$100,000 of opioid funding to provide withdrawal management and in-patient residential treatment to qualified Wexford County residents. A vote was called, all in favor. Motion passed 4-0.

G.10. FY26 Budget Amendment Calendar

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve Amendment #1 to the Fiscal Year 2026 Budget Calendar. A vote was called, all in favor. Motion passed 4-0.

G.11. Canteen Services Food Service Agreement

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve the 3-year Canteen Service, Inc. Food Service Agreement for the Wexford County Jail. A vote was called, all in favor. Motion passed 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield, Administrator, informed the committee:

- Departments are getting their budget completed and turned in.
- Ms. Bigger is working on the spreadsheet for benefits.
- Mr. Porterfield & Ms. Bigger will be attending the MAC Conference at the end of August.

PUBLIC COMMENTS

None

COMMITTEE COMMENTS

Finance Committee

August 27, 2025

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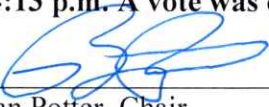
None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Nyman to adjourn the meeting at 4:13 p.m. A vote was called, all in favor. Motion passed 4-0.



Brian Potter, Chair



Megan Swanberg, Recording Secretary