

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
July 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, Mark Nyman, Gary Taylor, Sandy Bengelink
Members Absent: None
Also Present: Jami Bigger, Deputy Admin. & HR Director; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, Equalization Director & Administrator; Amber Simonton, Bookkeeper/Financial Officer; Megan Swanberg, Executive Assistant; Sandra Watson, Juvenile Officer

ADDITIONS OR DELETIONS TO THE AGENDA

Add: G.4. Dual Position Admin Contract with Joe Porterfield
Add: G.5. Dual Position Deputy Admin Contract with Jami Bigger
Add: G.6. Equalization Vehicle Purchase from Dispatch

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. Motion passed 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Bengelink and supported by Comm. Taylor to approve the July 10, 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 \$107,771.69. A vote was called, all in favor. Motion passed 4-0.

G.2. Revenue & Expense Reports

Mr. Porterfield stated everything is on track.

G.3. FY2025-26 Child Care Fund Budget

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve the FY2025-26 Child Care Budget. A vote was called, all in favor. Motion passed 4-0.

G.4. Dual Position Admin Contract with Joe Porterfield

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the Dual Position Administrator Contract with Joe Porterfield for the three-year period beginning July 30, 2025. A vote was called, all in favor. Motion passed 4-0.

G.5. Dual Position Deputy Admin Contract with Jami Bigger

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Deputy Administrator Contract with Jami Bigger for the three-year period beginning July 30, 2025. A vote was called, all in favor. Motion passed 4-0.

G.6. Equalization Vehicle Purchase from Dispatch

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve Equalization purchase the 2020 GMC Acadia from Dispatch in the amount of \$20,000.

Comm. Potter asked Mr. Porterfield what the plan is with his other Equalization vehicles. Mr. Porterfield said he plans to sell them.

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

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield, Administrator, informed the committee:

- He is setting up a date for Rehman to present the audit to the BOC.
- The FY26 budget is open, and our staff have begun to work on their budgets.

Comm. Potter asked when Mr. Boike's last day is. Mr. Porterfield stated that it is yet to be determined.

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



Brian Potter, Chair



Megan Swanberg, Recording Secretary