

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING-MINUTES  
June 25, 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; Megan Swanberg, Executive Assistant; Joe Porterfield, Equalization Director & Administrator; Kristi Nottingham, Treasurer; Sandra Watson, Juvenile Officer; Amber Simonton, Bookkeeper/Financial Officer/Financial Officer

**ADDITIONS OR DELETIONS TO THE AGENDA**

Add: G.6. BS&A Integrated Payments Addendum – Building Dept.  
Add: G.7. 2026 Budget Calendar  
Add: G.8. 2025 Marine Grant Agreement  
Add: G.9. Child Care Budget Summary (DHS-2091) – Amendment

**APPROVAL OF THE AGENDA**

A motion was made by Comm. Taylor and supported by Comm. Nyman 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. Taylor and supported by Comm. Bengelink to approve the June 12, 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 \$267,948.62. A vote was called, all in favor. Motion passed 4-0.

***G.2. Revenue & Expense Reports***

There were no questions or concerns regarding the reports.

***G.3. FY2026 County Match Request for AAANM***

A motion was made by Comm. Taylor and supported by Comm. Bengelink to forward a recommendation to the full board to approve the FY2026 County Match Request in the amount of \$4,189 for Area Agency on Aging of Northwest Michigan. A vote was called, all in favor. Motion passed 4-0.

***G.4. Copy Equipment Replacements***

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve the Copy Equipment Maintenance Plan and Purchase Agreement from Applied Innovation in the amount of \$27,108.01. A vote was called, all in favor. Motion passed 4-0.

***G.5. Proposal for Migration to GCC***

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Proposal for Migration to GCC in the one-time fee amount of \$22,625.00 and an annual fee of \$41,172.00. A vote was called, all in favor. Motion

**G.6. BS&A Integrated Payments Addendum – Building Dept.**

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve the BS&A Integrated Payments Addendum for the Building Dept. A vote was called, all in favor. Motion passed 4-0.

**G.7. 2026 Budget Calendar**

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

**G.8. 2025 Marine Grant Agreement**

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the annual Marine Safety Program Grant Agreement in the amount of \$5,450.00.

Comm. Potter said he spoke with Lt. Denison and the program will be able to continue even with the cut of the federal funds.

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

**G.9. Child Care Budget Summary (DHA-2091) - Amendment**

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Child Care Budget Summary (DHS-2091) – Amendment in the total expenditure amount of \$923,345.85.

Juvenile Officer, Ms. Watson, stated the rates of some housing facilities have almost doubled. Comm. Potter asked if they would have enough funds to make it rest the year. Ms. Watson said they will do the best they can.

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

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield, Administrator, informed the committee:

- Audit results should come back soon. He feels the audit went very well.
- It appears we will be adding to fund balance again this year.

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

*Finance Committee*

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**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Bengelink to adjourn the meeting at 4:11 p.m. A vote was called, all in favor. Motion passed 4-0.**

  
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Brian Potter, Chair

  
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Megan Swanberg, Recording Secretary