



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 Thursday, November 13, 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 OCTOBER 22, 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. Code Red Purchase Order Request ..... 3
  - 3. Sobriety Court Additional Funding Request ..... 5
  - 4. Purchase Request – Switches ..... 6
  - 5. Budget Amendments ..... 10
  - 6. Year End Budget Amendments
- 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

October 22, 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 Administrator & HR Director; Alaina Nyman, Clerk; Megan Swanberg, Executive Assistant

**ADDITIONS OR DELETIONS TO THE AGENDA**

Added: G.4. FY 2026 Snowmobile Law Enforcement Program Grant Agreement  
Added: G.5. FY 2025-2026 Off-Road Vehicle (ORV) Law Enforcement Program Grant Agreement  
Added: G.6. November 26, 2025, Meeting Time Change

**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. Taylor and supported by Comm. Bengelink to approve the October 03, 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. Nyman to approve paying the claims in the amount of \$525,569.23 A vote was called, all in favor. Motion passed 4-0.

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

Deputy Administrator, Jami Bigger, informed the committee that there are a few budget lines significantly over budget, but a budget due to expense related to the cyber-attack. A budget amendment will be coming forward.

***G.3. FY26 MOA – MSUE***

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the agreement for Extension Services between Wexford County and Michigan State University Extension for the period of January 1, 2026, through December 31, 2026. A vote was called, all in favor. Motion passed 4-0.

***G.4. FY26 Snowmobile Law Enforcement Program Grant Agreement***

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Fiscal Year 2026 Snowmobile Law Enforcement Program Grant Agreement for the period of October 1, 2025, through April 30, 2026. A vote was called, all in favor. Motion passed 4-0.

***G.5 FY25-2026 Off-Road Vehicle (ORV) Law Enforcement Program Grant Agreement***

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the fiscal year 2025-2026 Off Road Vehicle (ORV) Law Enforcement Program Grant Agreement for the period of October 1, 2025, through September 30, 2026. A vote was called, all in favor. Motion passed 4-0.

***G.6. November 26, 2025, Meeting Time Change***

A motion was made by Comm. Bengelink and supported by Comm. Taylor to approve the November 26, 2025 meeting time be changed from 4:00pm to 9:00am. A vote was called, all in favor. Motion

**passed 4-0.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Deputy County Administrator, Jami Bigger, informed the committee they will receive a copy of the budget soon; Administration is waiting to obtain more revenue numbers so the budget will look more accurate. She also noted all the vehicles sold in the auction besides the motor home. Three bids were received for the motor home, with the highest being \$60,000. This will be added to the BOC agenda November 5<sup>th</sup> for final approval.

**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. Motion passed 4-0.**

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Brian Potter, Chair

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Megan Swanberg, Recording Secretary



## ORDER FORM

This Order Form documents the purchase of Subscription Services and other Services being purchased by the customer listed below (“Customer”) from OnSolve, LLC (“OnSolve”), and is entered into as of the date the Customer signs (the “Effective Date”).

Service Start Date: October 20, 2025

|  |                            |                               |
|--|----------------------------|-------------------------------|
| <b>Customer Information</b>  | Company Name:              | Wexford County, MI            |
|  | Street Address:            | 437 E Division St             |
|  | City, State, Zip, Country: | Cadillac, MI, 49601, US       |
| <b>Billing Contact</b><br><br>Purchase Order Number  | Company Name:              | Wexford County, MI            |
|  | Name:                      | Erik King                     |
|  | Street Address:            | 437 E division St             |
|  | City, State, Zip, Country: | Cadillac, MI, 49601, US       |
|  | Phone:                     | 231)306-2130                  |
|  | Email:                     | emd@wexfordcounty.org         |
| <b>Primary Contact</b><br><i>Note: this contact will be setup in the Services as an Administrator.</i> | Name:                      | Erik King                     |
|  | Title:                     | Emergency Management Director |
|  | Phone:                     | 231)306-2130                  |
|  | Email:                     | emd@wexfordcounty.org         |

### Subscription Service Fees

**Critical Communications**

| Item/Description                                 | Order Term              | Qty | Annual Price** | Term Total        |
|--|-------------------------|-----|----------------|-------------------|
| CodeRED IPAWS Integration                        | 10/20/2025 - 04/14/2030 | 1   | \$462.50       | \$2,075.61        |
| <b>Critical Communications Subscription Fees</b> |                         |     |                | <b>\$2,075.61</b> |

|                    |                   |
|--------------------|-------------------|
| <b>ORDER TOTAL</b> | <b>\$2,075.61</b> |
|--------------------|-------------------|

**Annual Fees**

|  |                 |
|--|-----------------|
| <b>Year 1 Subscription Fees + Non-Recurring Service Fees</b> | <b>\$225.61</b> |
| <b>Year 2 Subscription Fees</b>                              | <b>\$462.50</b> |

|                                 |                 |
|---------------------------------|-----------------|
| <b>Year 3 Subscription Fees</b> | <b>\$462.50</b> |
| <b>Year 4 Subscription Fees</b> | <b>\$462.50</b> |
| <b>Year 5 Subscription Fees</b> | <b>\$462.50</b> |

\*\*The fees shown above may have been rounded to two decimal places for display purposes. As many as ten decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the fees displayed above, and are the true and binding totals for this order.

Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the governing taxing authority(ies).

All pricing is in US Dollars unless otherwise specified

This document amends the terms set out in any current Order Form or other agreement with OnSolve previously signed by Customer (the "Terms"). Except as expressly amended hereby, the Terms shall continue in full force and effect. In the event of conflict between this document and the Terms, this document shall control. Capitalized terms not defined herein shall have the definitions ascribed to them in the Terms.

**Tax Exemption Status:** If Customer claims exemption from sales or similar tax, Customer must provide a current, valid exemption certificate. Click [here](#) to upload the exemption certificate via secure link or email to [salestax@onsolve.com](mailto:salestax@onsolve.com). If there is not a valid exemption certificate on file at the time of invoice, sales or other applicable tax will be added for taxable line items on the invoice.

**Wexford County, MI**

By: \_\_\_\_\_

Name:

Title:

Date:

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**BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM**

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**TO:** Finance Committee  
**FROM:** Administration  
**FOR MEETING DATE:** November 13, 2025  
**SUBJECT:** Sobriety Court Additional Funding Request

SUMMARY OF ITEM TO BE PRESENTED:

Judge Wiggins informed Administration that the State reduced the grant amount for sobriety court by around \$17k. He has spoken with the other counties involved and if each contributes roughly \$4,200, that will make them whole. Judge Wiggins is requesting \$4,200 to help fund Sobriety Court Services.

RECOMMENDATION:

Administration recommends the Finance Committee forward a recommendation to the full board to approve Judge Wiggins' request for additional funding for Sobriety Court pending approval by the other Counties.



# OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor  
Sheriff

Jeffrey T. Harnish  
Undersheriff

Tuesday, November 4, 2025

Mr. Joe Porterfield  
Mrs. Jami Bigger  
Wexford County Administrators  
437 East Division Street  
Cadillac, MI 49601

Re: Purchase Order for Network Switches

Dear Administrators,

The Wexford County Sheriff's Office is requesting a purchase order for the Sheriff's Office Network Switches; our IT KARHU Cyber has said that they are at the end-of-life cycle. Attached is a copy of the purchase quote obtained by KARHU Cyber, from Exclusive Networks USA, Inc..

|   |                         |
|---|-------------------------|
| <b>3 – FortiSwitch-448E-FPOE Layer2/3 FortiGate switch controller compatible with 48 x GE Rj45 ports, 4 x 10 GE SFP+, with automatic Max 772W POE output limit</b>                      | <b>(3) - \$15754.50</b> |
| <b>3 – FortiSwitch-448E-FPOE 1 Year Forticare Premium Support</b>   | <b>(3) - \$1575.45</b>  |
| <b>1 – FortiSwitch-110G-FPOE Layer 2 FortiGate switch controller compatible PoE 802.3bt switch with 2x 5G Rj45 with PoE af/at and 4x SFP+ ports. Fanless. Max 200W PoE output limit</b> | <b>(1) - \$1000.00</b>  |
| <b>1 – FortiSwitch -110G-FPOE 1 Year FortiCare Premium Support</b>  | <b>(1) - \$112.50</b>   |
| <b>1 – Transaction Fee</b>  | <b>(1) - \$645.49</b>   |
| <b>Total:</b>   | <b>\$19087.94</b>       |

Enclosed you will find a quote from Exclusive Networks USA, Inc.

Funds for this purchase will be procured from line item **101.351.802.00**

Sincerely,  
  
Lt. Micheal McDaniel

# Quotation



| Quote Number     | Date        | Contact Name    |
|------------------|-------------|-----------------|
| QUS010039538     | 10/31/2025  | Harlan Phillips |
| Vendor Reference | Expiry Date | Sales Rep       |
| FTQ-4600955      | 12/30/2025  | Expansion Team  |

**Exclusive Networks USA Inc.**

Exclusive Networks USA Inc.  
4038 Clipper Ct  
Fremont CA 94538  
United States

**End User**  
County of Wexford

**Shipping Address**  
Karhu Cyber  
2140 Grand River Anx  
Brighton MI 48114  
United States

**Billing Address**  
Karhu Cyber  
2140 Grand River Anx  
Brighton MI 48114  
United States

| Qty | Part Number            | Description   | MSRP       | Sales Discount | Unit Price | Subtotal    |
|-----|------------------------|---|------------|----------------|------------|-------------|
| 3   | FS-448E-FPOE           | FortiSwitch-448E-FPOE Layer 2/3 FortiGate switch controller compatible PoE+ switch with 48 x GE RJ45 ports, 4 x 10 GE SFP+, with automatic Max 772W POE output limit                                    | \$5,835.00 | 10.00%         | \$5,251.50 | \$15,754.50 |
| 3   | FC-10-S448F-247-02-12- | FortiSwitch-448E-FPOE 1 Year FortiCare Premium Support  | \$583.50   | 10.00%         | \$525.15   | \$1,575.45  |
| 1   | FS-110G-FPOE           | FortiSwitch-110G-FPOE Layer 2 FortiGate switch controller compatible PoE 802.3bt switch with 2x 5G RJ45 with PoE bt, 8x 2.5G RJ45 with PoE af/at and 4x SFP+ ports. Fanless. Max 200W PoE output limit. | \$1,250.00 | 20.00%         | \$1,000.00 | \$1,000.00  |
| 1   | FC-10-M10GF-247-02-12  | FortiSwitch-110G-FPOE 1 Year FortiCare Premium Support  | \$125.00   | 10.00%         | \$112.50   | \$112.50    |
| 1   | Transaction_Fee        |   | \$0.00     | N/A            | \$0.00     | \$645.49    |

**Ship Method:**

# Quotation



| Quote Number     | Date        | Contact Name    |
|------------------|-------------|-----------------|
| QUS010039538     | 10/31/2025  | Harlan Phillips |
| Vendor Reference | Expiry Date | Sales Rep       |
| FTQ-4600955      | 12/30/2025  | Expansion Team  |

**Exclusive Networks USA Inc.**

Exclusive Networks USA Inc.  
 4038 Clipper Ct  
 Fremont CA 94538  
 United States

Payment Terms: 0 Net CC

|                      |             |
|----------------------|-------------|
| <b>Subtotal</b>      | \$19,087.94 |
| <b>Shipping Cost</b> | \$0.00      |
| <b>Tax Total</b>     | \$0.00      |

|                    |             |
|--------------------|-------------|
| <b>Total (USD)</b> | \$19,087.94 |
|--------------------|-------------|

**You might also be interested in**

| Item                     | Quantity | Description   | Unit Price | Discount | Net Unit Price | Subtotal Net |
|--------------------------|----------|---|------------|----------|----------------|--------------|
| AC-FR-T1                 | 1        | Rack Accessory FortiSwitch 110G   | \$65.00    | 16%      | \$54.60        | \$54.60      |
| P-IN000-1D-FO-0001       | 1        | 1 Day Professional Services - Subject to SoW - Remote unless agreed in writing prior to purchase  | \$1,560.00 | 0%       | \$1,560.00     | \$1,560.00   |
| P-IN004-4H-FO-0001       | 1        | Exclusive Networks 1/2 Day Professional Services - Subject to SoW - Remote unless agreed in writing prior to purchase Please inquire Exclusive Engineering team for SOW.  | \$780.00   | 0%       | \$780.00       | \$780.00     |
| Training - Added Service | 1        | Exclusive Networks is a Premier Authorized Fortinet Training Center " Contact your Exclusive Networks Account Manager today to find out how to book your FCP - Network Security core class, FortiGate 7.4 Administrator class, or one of our elective courses, which all come complete with a complimentary exam voucher! Contact ATC_NA@exclusive-networks.com for current promotions. *Pricing will vary depending on training* | \$0.01     | 0%       | \$0.01         | \$0.01       |

# Quotation



| Quote Number     | Date        | Contact Name    |
|------------------|-------------|-----------------|
| QUS010039538     | 10/31/2025  | Harlan Phillips |
| Vendor Reference | Expiry Date | Sales Rep       |
| FTQ-4600955      | 12/30/2025  | Expansion Team  |

## Exclusive Networks USA Inc.

Exclusive Networks USA Inc.  
4038 Clipper Ct  
Fremont CA 94538  
United States

## Flexible Financing Made Easy

### Explore Smarter Payment Options Today

- Discover flexible payment plans tailored to your needs.
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- Reach out to your Account Manager to learn more about how financing can support your goals.

## Terms and Conditions

### Terms and Conditions:

Except where the parties are subject to a current stand-alone and signed written sales agreement, all sales are subject exclusively to terms and conditions set forth at <http://www.exclusive-networks.com/usa/legal-compliance/general-terms-and-conditions-of-sale> and except as provided herein any sales-related terms set forth by Customer upon its purchase order or otherwise shall have no force and/or effect. This quote may be exclusive of shipping costs and taxes where destination is unknown at the time of quote; such sums shall, upon notice of final destination by Customer be determined and set forth on the documentation accompanying the Products or payment by Customer.



## WEXFORD COUNTY BUDGET AMENDMENT

As provided for in the Uniform Budgeting and Accounting Act of 1978, as amended, and consistent with Wexford County Policy No. E-7.3, the Treasurer's Office is hereby authorized to record the following adjustments to the budget.

Department: \_\_\_\_\_

**REVENUE**

| Account Number | Account Description         | Decrease  | Increase          |
|----------------|-----------------------------|-----------|-------------------|
|                |                             | \$        | \$                |
|                |                             | \$        | \$                |
|                |                             | \$        | \$                |
|                |                             | \$        | \$                |
| 101-101-699.00 | TRANSFER IN FUND<br>BALANCE | \$        | \$ 123,300        |
| <b>Total</b>   |                             | <b>\$</b> | <b>\$ 123,300</b> |

**EXPENDITURE**

| Account Number | Account Description   | Increase          | Decrease  |
|----------------|-----------------------|-------------------|-----------|
| 101-174-800.05 | COPY-LEASING          | \$ 60,000         | \$        |
| 101-265-719.00 | B&G – SOCIAL SECURITY | \$ 7,300          | \$        |
| 101-174-722.00 | WORKERS COMPENSATION  | \$ 30,000         | \$        |
| 101-276-934.00 | BLDG – MAINT & REPAIR | \$ 26,000         | \$        |
|                |                       | \$                | \$        |
|                |                       | \$                | \$        |
|                |                       | \$                | \$        |
| <b>Total</b>   |                       | <b>\$ 123,300</b> | <b>\$</b> |

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

Finance Committee Approval Date (if necessary) \_\_\_\_\_

(For Treasurer use only)  
B.A. Number \_\_\_\_\_

Date \_\_\_\_\_



## WEXFORD COUNTY BUDGET AMENDMENT

As provided for in the Uniform Budgeting and Accounting Act of 1978, as amended, and consistent with Wexford County Policy No. E-7.3, the Treasurer's Office is hereby authorized to record the following adjustments to the budget.

Department: \_\_\_\_\_

### REVENUE

| Account Number | Account Description         | Decrease  | Increase         |
|----------------|-----------------------------|-----------|------------------|
|                |                             | \$        | \$               |
|                |                             | \$        | \$               |
|                |                             | \$        | \$               |
|                |                             | \$        | \$               |
| 261-325-699.00 | TRANSFER IN FUND<br>BALANCE | \$        | \$ 40,000        |
| <b>Total</b>   |                             | <b>\$</b> | <b>\$ 40,000</b> |

### EXPENDITURE

| Account Number | Account Description | Increase         | Decrease  |
|----------------|---------------------|------------------|-----------|
| 261-325-703.00 | HOLIDAY PAY         | \$ 40,000        | \$        |
|                |                     | \$               | \$        |
|                |                     | \$               | \$        |
|                |                     | \$               | \$        |
|                |                     | \$               | \$        |
|                |                     | \$               | \$        |
|                |                     | \$               | \$        |
| <b>Total</b>   |                     | <b>\$ 40,000</b> | <b>\$</b> |

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

Finance Committee Approval Date (if necessary) \_\_\_\_\_

(For Treasurer use only)  
B.A. Number \_\_\_\_\_

Date \_\_\_\_\_