

WEXFORD COUNTY  
FINANCE & APPROPRIATIONS COMMITTEE MEETING  
REGULAR MEETING MINUTES

December 23, 2025

The regular meeting was called to order by Chairman Brian Potter at 9:00 a.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; Joe Porterfield, County Administrator & Equalization Director; Megan Swanberg, Executive Assistant

**ADDITIONS OR DELETIONS TO THE AGENDA**

Added: G.5. Outfitting for Patrol Vehicles

**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 December 11, 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 \$306,044.73. A vote was called, all in favor. Motion passed 4-0.

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

Mr. Porterfield will be working on year-end budget amendments next week to balance it out.

***G.3. Just FOIA Contract***

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the Just FOIA Contract in the amount of \$11,221.00 for a yearly cost with a one-time start-up fee of \$1,870.00 in the total amount for the first year of \$13,091.00.

Comm. Potter asked if this program would help and Ms. Bigger stated it would help remarkably.

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

***G.4. Tyler Technologies Agreement – Juror Payments***

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Tyler Technologies Agreement for Juror Payments. A vote was called, all in favor. Motion passed 4-0.

***G.5. Outfitting for Patrol Vehicles***

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve purchasing patrol vehicle equipment in the amount of \$413,175.00 with \$242,905.00 coming from leftover funds within the sheriffs 2025 budget and the remaining \$170,270.00 coming from the 2026 Pic funds.

Comm. Potter asked if this would come from the general fund and Mr. Porterfield stated yes it would. Comm. Bengelink asked if this is going to put us behind and Comm. Potter asked if they will be ready by the first of the year and Mr. Porterfield said they will be done late January and early February.

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

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

County Administrator, Mr. Porterfield, said thank you for approving the budget and Merry Christmas. Deputy County Administrator, Jami Bigger, wanted to thank Ms. Swanberg for all the hard work.

**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 9:10 a.m. A vote was called, all in favor. Motion passed 4-0.**

  
\_\_\_\_\_  
Brian Potter, Chair

  
\_\_\_\_\_  
Megan Swanberg, Recording Secretary