



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, July 09, 2026, beginning at 12:00 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 June 24, 2026, 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. Pitney Bowes Lease Renewal Agreement – Wexford County Court House 3
 - 3. Pitney Bowes Lease Renewal Agreement – Wexford County Lake Street 5
- 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
June 24, 2026

The regular meeting was called to order by Chairman Brian Potter at 12:00 p.m., in the West Wing, Ground Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Brian Potter, Mark Nyman, Gary Taylor
Members Absent: Sandy Bengelink
Also Present: Jami Bigger, Deputy Administrator & HR Director; Kristi Nottingham, County Treasurer; Alaina Nyman, County Clerk; Joe Porterfield, County Administrator/Equalization Director; 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 passed.

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Nyman to approve the June 11, 2026, regular meeting minutes. A vote was called, all in favor. Motion passed.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Approval of Claims

A motion was made by Comm. Nyman and supported by Comm. Taylor to approve paying the claims in the amount of \$222,955.89 A vote was called, all in favor. Motion passed.

Ms. Nyman stated that there were no changes to the report. She did mention that the workers' compensation audit resulted in a significant invoice increase this year. This expense is paid quarterly, so she will request to increase the remaining quarterly payments to help offset the impact for next year.

G.2. Revenue & Expense Report

County Administrator Joe Porterfield reported that everything remains on track.

G.3. 2027 Budget Calendar

A motion was made by Comm. Taylor and supported by Comm. Nyman to forward a recommendation to the full board to approve the 2027 Budget Calendar. A vote was called, all in favor. Motion passed.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield cited the following:

- Things need to be looked at closely because it's going to be tight for the budget next year. Weadock Inc. is looking at other options to help with insurance costs.
- Applications are not coming in like they normally do. It is making hiring process a bit slower.

- The rest of the stuff needs to be submitted for the audit by the end of June.
- He would like the auditors to be on site next year for at least a whole week.
- He stated the jail transfer van got missed and didn't get ordered. He will reach out and get a new updated quote to get it ordered.

Comm. Potter asked what's wrong with the one they have now and he stated it is old and they are in need for a new one.

Comm. Potter asked about the state budget. Mr. Porterfield stated there is a decrease in taxable value increase which could reduce the amount by which we are required to roll back the millage rates, as the rollback calculation is based on changes in taxable value. When taxable values increase, the millage rates must generally be adjusted (rolled back) in accordance with the calculation formula.

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 12:12 p.m. A vote was called, all in favor. Motion passed.

Brian Potter, Chair

Megan Swanberg, Recording Secretary

Agreement Number

386007337

1	MW92705	MailCenter 15in Display
1	SJM2	SoftGuard - 2000
1	STDsla	Standard SLA-Equipment Service Agreement (for MailCenter)

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 329.10	\$ 987.30

**Does not include any applicable sales, use, or property taxes which will be billed separately.
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.*

- ☐ Tax Exempt Certificate Attached
- ☐ Tax Exempt Certificate Not Required
- ☒ Purchase Power® transaction fees included
- ☐ Purchase Power® transaction fees extra

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If software is included in the Order, additional terms apply which are either (i) included in your State's contract which is available at <http://www.pb.com/states> or (ii) available by clicking on the hyperlink for that software located at https://www.naspovaluepoint.org/search/?term=pitney+bowes&page_ref=contractors. Those additional terms are incorporated by reference.

NASPO VALUEPOINT CTR058808; 220000000858
State/Entity's Contract#

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

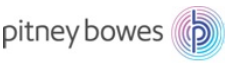
Title

Date

Sales Information

Alex Torres	alex.torres@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

APPROVED AS TO LEGAL FORM FOR COUNTY OF WEXFORD:
COHL, STOKER & TOSKEY, P.C.
By: RICHARD D MCNULTY (P41668)
On: June 30, 2026



NASPO ValuePoint FMV Lease Agreement (Option C)

Agreement Number											

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee	Tax ID # (FEIN/TIN)
WEXFORD COUNTY	386007337

Sold-To: Address

401 N LAKE STSTE 400, CADILLAC, MI, 49601-2704, US

Sold-To: Contact Name	Sold-To: Contact Phone #	Sold-To: Account #
Jami Biggar	231 779 9453	0016406751

Bill-To: Address

437 E DIVISION ST, CADILLAC, MI, 49601-1998, US

Bill-To: Contact Name	Bill-To: Contact Phone #	Bill-To: Account #	Bill-To: Email
Jami Biggar	231 779 9453	0017153738	administration@wexfordcounty.org

Ship-To: Address

401 N LAKE STSTE 400, CADILLAC, MI, 49601-2704, US

Ship-To: Contact Name	Ship-To: Contact Phone #	Ship-To: Account #
Jami Biggar	231 779 9453	0016406751

PO #

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Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROCALL	SendPro C Sending Technology
1	1E47	SP100 Label Printer with Lifter Base
1	1FXA	Interface to InView Dashboard
1	7H00	C Series IMI Meter
1	8H00	C Series IMI Base
1	APAC	Connect+ Accounting Weight Break Reports
1	APAX	Cost Acctg Accounts Level (100)
1	APKG	SendPro 360 Shipping Feature
1	APKN	Account List Import/Export
1	C200	SendPro C200
1	CAAB	Cost Accounting - 100 Accounts
	F90I	Basic Installation and Training
1	ME1A	Meter Equipment - C Series
1	MP81	C Series Integrated Scale

1	PAB1	C Series Premium App Bundle
1	PTJ1	SendPro Online-PitneyShip
1	PTJA	PitneyShip Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	SJS1	C200 SoftGuard
1	SPCRK	Return Kit for SendPro C Series
1	STDsla	Standard SLA-Equipment Service Agreement (for SendPro C Sending Technology)
1	ZH24	Manual Weight Entry
1	ZH26	HZ02 50 LPM Speed
1	ZHC2	SendPro C200 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHD7	E Conf Services for Metered LTR. BDL
1	ZHWL	5lb/3kg Weighing Option for MP81

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 67.23	\$ 201.69

**Does not include any applicable sales, use, or property taxes which will be billed separately.
 If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.*

- ☐ Tax Exempt Certificate Attached
 ☐ Tax Exempt Certificate Not Required

☐ Purchase Power[®] transaction fees included
 ☒ Purchase Power[®] transaction fees extra

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If software is included in the Order, additional terms apply which are either (i) included in your State's contract which is available at <http://www.pb.com/states> or (ii) available by clicking on the hyperlink for that software located at https://www.naspovaluepoint.org/search/?term=pitney+bowes&page_ref=contractors. Those additional terms are incorporated by reference.

NASPO VALUEPOINT CTR058808; 220000000858
State/Entity's Contract#

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

Valerie Morgan	valerie.morgan@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

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