

Berrien County Board of Commissioners

Finance Committee Minutes

Tuesday, February 20, 2020

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough – Chairperson	Present
Commissioner Robert P. Harrison – Vice-Chairman	Present
Commissioner Jon Hinkelman	Present
Commissioner Ezra Scott	Present

Others Present: County Administrator Bill Wolf, Secretary Stephanie Carlson, Chairman R. McKinley Elliott, Community Development Director Dan Fette, Accounting Coordinator Cheri Vance, Maintenance Supervisor Robert Ray.

Public Comments: None

Q&A Administrator/Board Chair:

Administrator Wolf said the interviews were completed last week for the Public Defender position and there will be a Resolution next week. The deadline for applications for the Administrator and Corporate Counsel positions were discussed. Chairman Elliott verified the consent calendar.

Appointments:

Dan Fette discussed the contract the County has with Cass County Transportation. The Finance Committee authorized Dan to communicate with Cass County. Dan also informed the committee they would be seeing some resolutions in the next few weeks on bonding. He said they were going to be doing some refunding and there was a total of seven bonds. Lastly, he mentioned he has been working with the Board of Public Works this past year and Christopher to take on some of the bigger projects so Drains could work on the maintenance. Christopher decided to pull out after talking with his attorney, so Dan said Christopher will probably be coming to Finance to ask for Full Faith and Credit sometime in the near future.

Bid Openings: Cheri opened the following bids:

Bid 2020-005 - This bid was for Road Guardrail for the Road Department. Commissioner Scott motioned to refer the bids to the department the approval to move forward with the lowest bidder if they meet specifications and requirements, however recognizing that the best qualified bid can move forward. In addition we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$5,000, supported by Commissioner Harrison. Motion carried.

Bid 2020-006 – This bid was painting the Historical Courthouse for Building & Grounds/Parks. Commissioner Harrison motioned to refer the bids back to the department for review and if the lowest bid meets their requirements, to move forward with a requisition, supported by Commissioner Scott. Motion carried.

Minutes Approval:

Commissioner Scott motioned to approve the minutes from February 13, 2020, supported by Commissioner Harrison. Motion carried.

Resolutions signed by Committee:

F2002019 – Weekly Bills Resolution

F2002111 – Weekly Road Payables

Meeting Adjourned: 10:03

Respectfully submitted,

Stephanie Carlson
Financial Services