

# Berrien County Board of Commissioners

## Virtual Finance Committee Minutes

Thursday, April 23, 2020

### Board of Commissioner's Room

#### Finance Committee Attendance:

Commissioner Mamie L. Yarbrough – Chairperson	<b>Present</b>
Commissioner Robert P. Harrison – Vice-Chairman	<b>Present</b>
Commissioner Jon Hinkelman	<b>Absent</b>
Commissioner Ezra Scott	<b>Present</b>

**Others Present:** County Administrator Bill Wolf, Secretary Stephanie Carlson, Executive Assistant to the Administrator Annette Christie, Financial Services Director Doug James, Accounting Coordinator Cheri Vance, Evan Smith via zoom, Jason Latham via zoom, Kari Bennet via zoom, Kevin Stack via zoom and Commissioner Chickering via zoom.

Annette Christie called the meeting to order at 9:51 am.

#### Q&A Administrator:

Administrator Wolf went over the break down for the amended 2019 Year End Budget Resolution that he sent out to the committee earlier.

**Bid Openings** – Cheri Vance opened the following bids for the Road Department:

**Bid 2020-044** – This bid was for Bundy Road Overlay.

**Bid 2020-045** – This bid was for Cleveland Avenue Trench & Widen Overlay.

**Bid 2020-046** – This bid was for Keigley Subdivision HMA Overlay.

**Bid 2020-047** – This bid was for Lakeshore Road 2" HMA Overlay.

**Bid 2020-048** – This bid was for Michigan Shores HMA Overlay.

**Bid 2020-049** – This bid was for N. Roosevelt Rd. 2" HMA Overlay.

**Bid 2020-050** – This bid was for Plaza Drive HMA Overlay.

**Bid 2020-052** – This bid was for Riverview Dr. 2" HMA Overlay.

**Bid 2020-053** – This bid was for Walnut Street HMA Overlay.

**Bid 2020-054** – This bid was for Yore Ave. HMA Overlay.

**Bid 2020-055** – This bid was for Red Bud Trail Mill and Fill.

Commissioner Scott wanted to inform the committee that **Bid 2020-048** was a project for paving being done in his sub-division and that he doesn't have any contact with any of the contractors.

All the bids were motioned by Commissioner Harrison to refer the bids to the department with 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 Scott. Roll call vote: 2 yeas, 0 nays, 1 absent, Commissioner Yarbrough abstained. Motion carried.

**Minutes Approval:**

Commissioner Scott motioned to approve the virtual minutes from April 16, 2020, supported by Commissioner Harrison. Motion carried.

**Committee Business:**

Evan Smith briefed the committee on **Resolution F2004231**. This resolution authorizes the Chairman of the Board to sign the Master Agreement No. 2017-0021, which makes available FY2020 operating funds. Motion by Commissioner Harrison, supported by Commissioner Scott to approve this resolution. Roll Call vote: 3 yeas, 0 nays, 1 absent. Motion carried.

The committee wanted to hear from the Road Department on their justification for their selection of Bid 2020-051 and what their process is for not selecting the low bidder. There was an in-depth discussion on the Road Contracts, Design Bids and the motion wording Finance uses to approve them. Commissioner Yarbrough and Commissioner Scott wanted Requisition #50263 to Wightman pulled for further discussion.

**Public Comments:**

Tony Benhart, Sodus Twp. – All bids after being reviewed should come back to the Finance Committee for final review.

David Yardley, City of St. Joseph – Thank you to Commissioner Scott and Commissioner Yarbrough for your tax payer oversight of these contracts and real need for better communication and process.

Tony Benhart, Sodus Twp. – This is a problem from the takeover of the Road Commission where you open bids then you know nothing after that.

Meeting Adjourned: 11:14

Respectfully submitted,

Stephanie Carlson  
Financial Services