

BERRIEN COUNTY BOARD OF COMMISSIONERS
Virtual Special Board Meeting Minutes
September 14, 2020

Staff Present: Clerk Sharon Tyler (via Zoom, except during the Clerk's Office Presentation)
Annette Christie, Executive Assistant to the Administrator
Brian Dissette, County Administrator
Doug James, Director of Financial Services
Ben Reynnells, Assistant Director Budget Coordinator

BOC Present: Mamie Yarbrough
William Chickering
Don Meeks
David Vollrath

FINANCE COMMITTEE CHAIRPERSON TO CALL THE MEETING TO ORDER:

Finance Committee Chairperson Mamie Yarbrough called the virtual special meeting on the FY21 Budget Hearings to order at 8:42 A.M. in the Board of Commissioners' (BOC) room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

ROLL CALL:

The Chair instructed the Clerk to take a roll call with the following results:

9 PRESENT: William Chickering, Jim Curran, Teri Freehling, Robert Harrison (joined at 9:28 A.M.), Christopher Heugel, Don Meeks, David Vollrath, Mamie Yarbrough and R. McKinley Elliott (joined at 9:00 A.M.).

3 ABSENT: Jon Hinkelman, Michael Majerek and Ezra Scott,

Each department below were requested to present the following information:

- Opportunities, Risks, and Issues
- Combined General and Special Revenue Funds Summary
- General Fund Summary
- Special Revenue Fund Summary
- Guidance Exception Request
- Capital and Project Requests

Questions and answers followed after each presentation.

Sheriff's Department – 8:45 A.M. to 9:24 A.M.:

Sheriff Paul Bailey (present); Undersheriff Chuck Heit and Business Manager Cheri Vance (via Zoom) gave the Sheriff Department's Fiscal 2021 Budget Review.

Financial Services - 9:24 A.M. to 9:30 A.M.:

Director of Financial Services Doug James gave the Financial Services Department's Fiscal 2021 Budget Review.

Community Development – 9:31 A.M. to 9:45 A.M.:

Director Dan Fette (present) gave the Community Development Department's Fiscal 2021 Budget Review.

Road Department – 9:50 A.M. to 10:28 A.M.:

Director Jason Latham and Finance Director Kari Bennett (via Zoom) gave the Road Department's Fiscal 2021 Budget Review.

Clerk – 10:30 A.M. to 10:41 A.M.:

Clerk Sharon Tyler and Chief Deputy Clerk Diane Mensinger (present) gave the Clerk Department's Fiscal 2021 Budget Review.

Break – 10:40 A.M. to 10:50 A.M.

Information Systems – 10:50 A.M. to 11:14 A.M.:

Director Chris Swihart (via Zoom) gave the Information Systems Department's Fiscal 2021 Budget Review.

Felony Probation – 11:16 A.M. to 11:25 AM.:

Amber Glendenning (via Zoom) gave the Felony Probation's Fiscal 2021 Budget Review.

Motor Pool – 11:27 A.M. to 11:34 A.M.:

Manager Tod Rainey (present) gave the Motor Pool Department's Fiscal 2021 Budget Review.

Tax Equalization – 11:35 A.M. to 11:50 A.M.:

Director Warren Parrish (via Zoom) gave the Equalization Department's Fiscal 2021 Budget Review.

Discussion was held on projected revenue in the County going up and the County has a healthy fund balance at this time.

ADJOURNMENT:

The meeting was adjourned at 11:59 A.M.

Mamie Yarbrough, Finance Committee Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.