

Berrien County Finance Committee

Board of Commissioners Room

Held Virtually Due to Covid-19

Minutes of October 22, 2020

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough—Chairperson (Via Zoom-BH City)	Present
Commissioner Robert P. Harrison—Vice-Chair (Via Zoom-Lincoln Twp.)	Present
Commissioner Jon Hinkelman (Via Phone-Bainbridge Twp.)	Present
Commissioner Ezra Scott (Via Zoom-New Buffalo Twp.)	Present

Others Present: County Administrator Brian Dissette, Secretary Stephanie Carlson, Executive Assistant to Administrator Annette Christie, and Road Department Director Jason Latham, Road Business/Finance Manager Kari Bennett & Deputy Health Officer Courtney Davis (via zoom).

Meeting was called to order at 9:03am.

Public Comments: Tony Benhart of Sodus Township said he would like to know the amount that Benton Twp. and St. Joe Twp. had to put into the pot for the Napier projects.

County Administrator Brian Dissette – Brian wanted the committee to be aware that Jason and Kari would be attending Township Outreach meetings in the next few weeks and asked Jason and Kari to update the committee. Jason said they would be meeting on Tuesday, November 11th with twenty-two Townships on a 2-hour zoom meeting and briefly went over the presentation they would be giving.

Annette briefed the committee on an Administration **Resolution A2010367** – Grant Application for Transportation Alternative Program Grant in case anyone had any questions for Kari or Jason.

Appointments:

Jason Latham and Kari Bennett briefed the committee on **Resolution F2010368** – Amendment to the Road Department Budget and answered questions from the committee. Jason said there would be another amendment in December that should finalize the budget.

Courtney Davis came before the Finance Committee to seek sole source approval for VitalSmarts, which is a leadership development company that has a number of products for leadership building, crucial conversations and getting things done. She briefly went over what this would include and answered questions from the committee. The total cost is \$16,196 and would be covered by grant funding from the Kresge Foundation Grant. Commissioner Harrison motioned to approve the sole sourcing with VitalSmarts and to move forward with the purchase, supported by Commissioner Scott. Roll call vote: 4 yays, 0 nays. Motion carried.

Committee Business

Resolutions:

F2010368 – Road Department Budget Amendment

F2010052 – Weekly Bills

The committee reviewed the above resolutions and concurrence was given to move them forward to the full board for action.

Minutes Approval:

Commissioner Scott motioned to approve the virtual minutes from Thursday, October 15, 2020, supported by Commissioner Harrison. Roll call vote: 4 yays, 0 nays. Motion carried.

Meeting Adjourned: 9:56

Respectfully Submitted,

Stephanie Carlson
Financial Services