

# Berrien County Board of Commissioners

## Finance Committee Minutes

Thursday, August 8, 2019

Kenneth L. Wendzel Conference 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>Present</b>
Commissioner Ezra Scott	<b>Present</b>

**Others Present:** County Administrator Bill Wolf, Secretary Stephanie Carlson, Financial Services Director Doug James, Accounting Coordinator Cheri Vance, Building & Grounds Superintendent Todd Johnson, Carl Bertog – Benton Twp.

**Public Comments:** The committee had a conversation with Citizen Carl Bertog

### Q&A Administrator/Board Chair:

The committee had some discussion with Bill, regarding an email sent to Commissioner Yarbrough about the Drain Commissioner not being able to meet with Finance today to follow-up on the Correction Action Plan until after he settles the Drain Appeal he's working on. (The County is appealing the large assessment to the County and the Road Department for the Bauschke-Brado Drainage District project along Duncan Road). Lastly, Bill briefed the committee on the budget for FY2020 and the gap of \$2.2 million.

### Appointments:

Doug James passed out an update to the Corrective Action Plan and briefly went over it. He then passed out a copy of comments and questions pertaining to the Procurement Policy and Procedures provided to the Drain Commissioner during the July 26<sup>th</sup> meeting, for the committee to review. Lastly, Doug asked the committee for permission to renew the contract with Maximus for 2 more years without going out for bid, at the same price of \$15,900 per year. The committee agreed by consensus for Doug to move forward with a Resolution.

**Bid Openings** – Cheri Vance opened the following bids:

**Bid 2019-065** – This bid was for (15) Spikes Tactical Rifles. There was only one bidder, Spike's Tactical from Apopka, FL for \$23,850.45. Commissioner Scott motioned to refer the bid back to the Sheriff's Department for review and if it meets specifications, they can move forward with a requisition, supported by Commissioner Hinkelman. Motion carried.

**Bid 2019-073** – This bid was for modular office space/dispatch for Building & Grounds. There was one bidder, Metro Business Interiors for \$7,406. Commissioner Scott motioned to refer the bid back to the Department for review and if it meets specifications, they can move forward with a requisition, supported by Commissioner Hinkelman. Motion carried.

**Minutes Approval:**

Commissioner Scott motioned to approve the minutes from July 25, 2019, supported by Commissioner Harrison. Motion carried.

**Resolutions signed by Committee:**

F1908040 – Weekly Bills Resolution

F1908123 – Weekly Road Payables

Meeting Adjourned: 10:23

Respectfully submitted,

Stephanie Carlson  
Financial Services