

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, April 28, 2022

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough–Chairperson	Present
Commissioner Jon Hinkelman – Vice-Chair	Present
Commissioner Ezra Scott	Present
Commissioner Teri Freehling	Present

Others Present: Administrator Brian Dissette, Chairman R. McKinley Elliott, Secretary Stephanie Carlson, Community Development Director Dan Fette, Financial Analyst Jake Litaker, Interim Road Department Director Kevin Stack, Executive Assistant to Administrator Annette Christie.

Meeting was called to order at 9:18am

Public Comments: Mike Haskins, Pipestone Twp. – Wanted to thank the Commissioners for the letter on broadband and said he will pass it on to the Township. Mr. Stack is incorrect about the Napier Bridge. Technically, there are two bridges. His diagram was incorrect. The bridge decks and the columns are independent.

Q&A Administrator – Administrator Dissette briefly talked about the letter signed by the BCBIT Members - Commissioners Curran, Freehling and Scott for awarding two grants for broadband funding for Bainbridge and Oronoko Townships. The letter updates municipalities on the grant process.

Bid Openings – Jake Litaker opened the following bids for the Road Department:

Bid 2022-045 – St. Joseph Twp. HMA

Bid 2022-046 – Coloma Twp. HMA

Bid 2022-047 – Chikaming Twp. HMA

Bid 2022-048 – Royalton Twp. HMA

Bid 2022-049 – Watervliet Twp. HMA

Commissioner Scott made a motion for all the bids to refer them back to the department with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$10,000. Communication from the Road Department must be submitted to the Finance Committee in the event that they want to move forward with a bidder that was not the lowest bidder to provide justification and obtain additional approval. They were all supported by Commissioner Freehling. Motion carried.

Appointments

Dan Fette briefed the committee on **Resolution F2204264** – Speedway Brownfield Plan and **Resolution F2205269** – MDOT Signature Authorization, and answered questions from the committee. The resolutions were signed by all present.

Annette Christie informed the committee that there are some bids due next Wednesday and Thursday's committee meeting is a night meeting. Since the new bid process hasn't been finalized yet, she asked the committee if it would be possible to do a trial run and have the bids opened Thursday morning with Jake Litaker and the department personnel only. There was a brief discussion and the committee was okay with opening the bids Thursday morning by staff.

Further discussion was held about what the Finance Committee would like to be involved in in the new process. A Finance Committee meeting will be held next Thursday @ 5:30pm before the 6:00pm BOC meeting to review the bid tabulations. It will be at MSUE.

Committee Business

Commissioner Scott motioned to approve the minutes from Thursday, April 21, 2022, supported by Commissioner Freehling. Motion carried.

Resolutions:

The following Resolutions were moved forward to the full Board:

F2204028 – Approval of Weekly Bills

F2204264 – Speedway Brownfield Plan

F2205269 – MDOT Signature Authorization

Meeting Adjourned: 10:20

Respectfully Submitted,

Stephanie Carlson
Financial Services