

# Berrien County Board of Commissioners

## Finance Committee Minutes

Thursday, July 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, Secretary Stephanie Carlson, Financial Services Director Doug James and Interim Road Department Director Kevin Stack.

Meeting was called to order at 9:28am

**Public Comments:** None

**Q&A Administrator** – Administrator Dissette updated the committee on the maintenance inspection done on the water tower that provides water to the Juvenile Center. In the inspection process, somehow, valves to the Juvenile Center were shut off and they were left without water for approximately 6 hours.

### Appointments

**Doug James** gave an update on the General Fund and Contingency through June 2022. He said Use of Fund Balance is almost the same as last year. He said expenditures are up \$1.8M compared to last year and Fund Balance is currently sitting at \$8.8M. Doug said Contingency currently only has a balance of \$4,276. He said he will be back at a later date to talk to the committee about amending the budget.

Next, Doug went over the audit for FY2021. He said we filed for the extension and the audit has to be filed by August 1<sup>st</sup>. He said the additional audit cost of the extension was \$15,000. Commissioner Scott asked if it was decided where the money was coming from to cover the additional cost. Doug said it was coming out of the Drain Commissioner’s General Fund Budget. Doug went over the Comments and Recommendations, and the Schedule of Findings from the Audit. Extensive discussion occurred regarding a repeat audit finding. **The committee agreed they need to talk to the Administrator and talked about having a Committee on Committees to see what could be done.**

### Committee Business

Commissioner Scott motioned to approve the minutes of the July 14, 2022 meeting, supported by Commissioner Hinkelman. Motion carried.

The Request for Waivers were approved by the committee.

**Resolutions:**

The following Resolutions were moved forward to the full Board:

F2207039 – Approval of Weekly Bills and Road Payables – Week of 7/14 – 7/20/2022

F2207040 – Approval of Weekly Bills and Road Payables – Week of 7/21 – 7/23/2022

Meeting Adjourned: 10:30

Respectfully submitted,

Stephanie Carlson  
Financial Services