

# Berrien County Finance Committee

## Board of Commissioners Room

Held Virtually Due to Covid-19

Minutes of January 14, 2021

### Finance Committee Attendance:

Commissioner Mamie L. Yarbrough—Chairperson (Via Zoom-BH City)	<b>Present</b>
Commissioner Jon Hinkelman – Vice-Chair (Via Phone-Bainbridge Twp.)	<b>Present</b>
Commissioner Ezra Scott (Via Zoom-New Buffalo Twp.)	<b>Present</b>
Commissioner Teri Freehling – (Via Zoom-Baroda Twp.)	<b>Present</b>

**Others Present:** County Administrator Brian Dissette, Secretary Stephanie Carlson, Executive Assistant to Administrator Annette Christie, Budget Coordinator Ben Reynnells, and via zoom Project Engineer Kevin Stack and Road Business/Finance Manager Kari Bennett.

Meeting was called to order at 9:02am.

**Public Comments:** Tony Benhart, Sodus Twp. – Agrees with Commissioner Scott there needs to be over site on the Road Department.

**Bid Openings:** Ben Reynnells opened the following bids for the Road Department

**Bid 2021-002 – HMA Base Crushing –** Commissioner Scott motioned to refer the bids 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. Communication from the 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, supported by Commissioner Freehling. Roll call vote: 3 yays, 0 nays, Yarbrough abstained. Motion carried.

**Bid 2021-001 – Aggregate Base Course –** Commissioner Scott motioned to refer the bids 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. Communication from the 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, supported by Commissioner Freehling. Roll call vote: 3 yays, 0 nays, Yarbrough abstained. Motion carried.

**Bid 2021-004 – Aggregate –** Commissioner Scott motioned to refer the bids 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. Communication from the 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, supported by Commissioner Freehling. Roll call vote: 4 yays, 0 nays. Motion carried.

Commissioner Scott had a question for Kevin regarding Requisition #50317 for Michigan Cat for the purchase of a 2021 Loader for \$228,189 through MIDeal and wanted to know if it was a replacement or an additional equipment purchase and wanted to know if it was hydraulic or pneumatic. Kevin said he would talk with Kari Bennett and get back to him. Kari Bennett joined the committee via zoom and stated the equipment is replacing almost a 40-year old piece of equipment they currently have.

Commissioner Scott stated his concern of the County's finances during the COVID pandemic and would like to keep an eye on the budgetary spending on how much we're spending. He mentioned back in 2019 Bill Wolf came to the Finance Committee and convinced us that the Road Department would not have to go out for bid on equipment as long as they used MIDeal. Commissioner Scott said with the economy being the way it is, questioned whether we should take equipment and put it back on Finance to go out for bid. Would like to see the bidding process for the Road Department to come back to Finance for bidding. Commissioner Hinkelman stated he would like to hear from the Road Department before we do anything. Administrator Disette said having a conversation with the departments is a good idea and he thought MIDeal is the quickest way to get the lowest price. He said he thought a simple solution would be for each department to provide notice to the Finance Committee when they are going to purchase equipment from MIDeal.

**Annette Christie** presented some board re-appointments to the Committee: First she had an application for Peter Colovos for the Planning Commission and she said he is a Trustee for the Twp. so she said they try not to put him on that committee, but said they did have vacancies on Public Works. She checked to see if he would like to serve in that capacity and he did. The committee was okay with appointing him to Public Works. Next, she had a reappointment to the Workforce Development Board – David Colp and asked to appoint Paul Konopacki to replace Mr. Calhoun who was stepping down. The committee gave consensus for the re-appointment and the new appointment to present to the full board. Next, Annette reviewed the by-laws and ordinance for Planning and stated there were vacancies and asked the committee how they would like to proceed with filling the vacancies. The committee said they needed more time to go over it and would discuss it next week.

### **Committee Business**

#### **Resolutions signed by Committee:**

F2101014 – Approval of Weekly Bills

F2101017 – Road Payables

F2001149 – Broadband Survey – Commissioner Freehling is on the Broadband Committee and briefly went over the Resolution with the committee.

The committee gave concurrence to move the above resolutions to the full board for action.

#### **Minutes Approval:**

Commissioner Freehling motioned to approve the virtual minutes from Thursday, January 7, 2020, supported by Commissioner Scott. Roll call vote: 4 yays, 0 nays. Motion carried.

Meeting Adjourned: 10:06