

Berrien County Board of Commissioners

Finance Committee Minutes

Tuesday, January 23, 2020

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough – Chairperson	Present
Commissioner Robert P. Harrison – Vice-Chairman	Present
Commissioner Jon Hinkelman	Present
Commissioner Ezra Scott	Present

Others Present: County Administrator Bill Wolf, Secretary Stephanie Carlson, Chairman R. McKinley Elliott, Project Engineer Kevin Stack, Accounting Coordinator Cheri Vance, Community Development Director Dan Fette.

Public Comments: None

Q&A Administrator/Board Chair:

Administrator Wolf didn't have anything for the committee but said he would take questions. Commissioner Scott asked if we needed to check the solid waste agreements. Bill said that reviewing the agreements is at the request of the landfills. Otherwise, we don't open up the agreements. Chairman Elliott informed the committee that they need an interview committee for the Public Defender position and asked if anyone wanted to volunteer or just have him appoint someone. Commissioner Yarbrough asked Commissioner Harrison to be on the committee, he accepted. Chairman Elliott then verified the consent calendar.

Appointments:

Dan came to Finance to request the Board to consider passing an Honorary Resolution for Glen Zerler who passed away this week and had served on the Public Works Board. Dan went on to give a brief history on Glen and then read the drafted resolution to the committee, if they were to approve it. Commissioner Harrison motioned to approve the Honorary Resolution for Glen Zerler, supported by Commissioner Scott. Motion carried.

Bid Openings:

Cheri opened **Bid 2020-002** - This bid was for a sign cutter for the Road Department. Commissioner Scott motioned to refer the bids to the department with the approval to move forward with the lowest bidder if they meet specifications and requirements, however recognizing that the best qualified bid can move forward. In addition we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$5,000, supported by Commissioner Harrison. Motion carried.

Minutes Approval:

Commissioner Harrison motioned to approve the minutes from January 16, 2020, supported by Commissioner Scott. Motion carried.

Resolutions signed by Committee:

F2001016 – Weekly Bills Resolution

F2001109 – Weekly Road Payables

Meeting Adjourned: 10:07

Respectfully submitted,

Stephanie Carlson
Financial Services