

# Berrien County Board of Commissioners

## Finance Committee Minutes

Thursday, August 12, 2021

Kenneth L. Wendzel Conference Room

### Finance Committee Attendance:

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

**Others Present:** County Administrator Brian Dissette, Secretary Stephanie Carlson, Executive Assistant to Administrator Annette Christie, Community Development Director Dan Fette.

Meeting was called to order at 9:17am.

**Public Comments:** None

**Q&A Administrator** – Administrator Dissette briefly talked about the COVID update given at the Committee of the Whole meeting and said he would be talking to Department Heads later today.

### Appointments

**Annette Christie** went over the Commissioner’s Budget for Legal and Per Diems and said an additional \$100,000 was needed for Legal and \$43,000 for Per Diems. She asked the committee for approval to move the money from contingency. There was a brief discussion. Commissioner Scott motioned to approve moving \$143,000 from contingency for these two items, supported by Commissioner Freehling. Roll call vote: 4 yays, 0 nays. Motion carried. Next, Annette mentioned to the committee to think about whether they want to change the amount that is referenced for the Administrator to approve on the contract modifications to agree with what the Purchasing Policy has. The committee said they would discuss it next week when everyone was there.

### Committee Business

Commissioner Freehling had a question regarding Requisition #52173 on the Requisition list to the State of Michigan for FY2020 Local Bus Operating payback. Dan Fette stopped in and gave a brief explanation for the overpayment.

### **Contract Modifications:**

**Bid 2012-027** – Michigan Shores-New Buffalo, an additional \$5,620.

**Bid 2019-020** – Napier Ave., & Walton Rd., Bridge Designs, an additional \$11,697.89

Commissioner Freehling motioned to approve the contract modifications and authorize the Administrator to execute the contract modification, supported by Commissioner Hinkelman. 3 yays, 0 nays, 1 absent. Motion carried.

The committee gave consensus to proceed with the Request for Waivers.

**Resolutions signed by Committee:**

F2108042 – Approval of Weekly Bills

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

**Minutes Approval:**

Commissioner Scott motioned to approve the minutes from Thursday, August 5, 2021, supported by Commissioner Freehling. Motion carried.

Meeting Adjourned: 10:17

Respectfully Submitted,

Stephanie Carlson

Financial Services