

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, January 5, 2023

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough–Chairperson	Present
Commissioner Jon Hinkelman – Vice-Chair	Present
Commissioner Teri Freehling	Absent
Commissioner Rayonte Bell	Present

Others Present: Administrator Brian Dissette, Chairman R. McKinley Elliott, Secretary Stephanie Carlson, Financial Analyst Jake Litaker and Executive Assistant to Administrator Annette Christie.

Meeting was called to order at 9:02am

Q&A Administrator

Administrator Dissette wanted to update the committee on a couple of items. The first was the article on the Friends of Berrien County Animal Control and the other was the activation of the Emergency Center Operations with the massive power outage in downtown Benton Harbor over the Christmas weekend. He said the 911 team had worked massive hours, along with the Health Department and Sheriff's Department and he is in the process of writing many accommodations.

Bid Openings:

Jake Litaker opened **Bid 2023-001** – Countywide Tree Removal for the Road Department. Commissioner Hinkelman motioned to refer the bids 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, supported by Commissioner Yarbrough. Motion carried.

Committee Business

Commissioner Yarbrough asked Commissioner Hinkelman to be the Vice-Chair of Finance and he accepted.

The Request for Waivers were approved by the committee.

Commissioner Hinkelman motioned to approve the minutes of the December 22, 2022 meeting, supported by Commissioner Yarbrough. Motion carried.

Resolutions: The following Resolution was moved forward to the full Board

F2301116 – Mileage Reimbursement Increase for FY2023 as set by the IRS was moved forward to the full Board:

Meeting Adjourned: 9:30

Respectfully submitted,

Stephanie Carlson
Financial Services