

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, February 9, 2023

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

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

Others Present: Administrator Brian Dissette, Secretary Stephanie Carlson, Information Systems Director Chris Swihart, Infrastructure and Security Manager Kip Kulich, Treasurer Shelly Weich, Community & Development Director Dan Fette, and Financial Analyst Jake Litaker.

Meeting was called to order at 9:21am

Q&A Administrator

Administrator Dissette informed the committee that the SPARK Grant Application that Jill Adams submitted for playground equipment at Silver Beach was accepted by the State and she now has \$850,000 committed for Silver Beach. He said this was Jill Adams first application she has submitted and it was considered #1 in the state.

Appointments

Chris Swihart and Kip Kulich updated the committee on the Microsoft O365 Government Cloud implementation project and the waiver request for Single Sourcing Logicalis. He said they secured 3 quotes and Logicalis had the lowest price. There was a brief discussion and the waiver request was approved.

Shelly Weich handed out a summary of the Investments through December 31, 2022 that shows the various institutions and said the County currently has \$48M invested. She also talked about the foreclosures and said there is approximately 480 properties that are from FY2020 and prior that will be foreclosed on if taxes aren't paid by March 31st, which is up considerably compared to last year, approximately 100 properties. Shelly has 2 meetings scheduled, one at the Niles Library and one at the Benton Harbor Library and hoping with these two meetings and MIHAF (Michigan Home Owner Assistance Fund), there will be less.

Lastly, Shelly updated the committee on the Riverview Condos and said there are 88 units, and 53 of them are owned by the Treasurer and the remainder are owned by individuals. She said at this point, they can't do anything about them until the city condemns them and issues a demolition order. There was a brief discussion.

Dan Fette briefed the committee on **Resolution F2302144** – Accepting the RAP Grant award of \$2.6M to help pay for cost of infrastructure for downtown Niles and Benton Harbor.

Bid Openings – Jake opened the following bids:

Bid 2023-003 – Sawyer Road Rehabilitation, Road Department. Commissioner Freehling 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 Bell. Motion carried.

Bid 20923-005 – Kawasaki Mule, Motorpool/Sheriff Department. Commissioner Freehling motioned to refer the bids back to the department for review and to move forward with the lowest bidder if they meet specifications and requirements, supported by Commissioner Bell. Motion carried.

Committee Business

The Request for Waivers were approved by the committee.

Commissioner Freehling motioned to approve the minutes of the February 2, 2023 meeting, supported by Commissioner Bell. Motion carried.

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

F2302018 – Approval of Weekly Bills and Road Payables
F2302144 – Economic Development RAP Grant Agreement

Meeting Adjourned: 10:27

Respectfully submitted,

Stephanie Carlson
Financial Services