

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, November 10, 2022

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

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

Others Present: Administrator Brian Dissette, Chairman R. McKinley Elliott, Secretary Stephanie Carlson, Financial Analyst Jake Litaker, Executive Assistant to Administrator Annette Christie, Corporate Counsel Thaddeous Hackworth, Information Systems Director Chris Swihart, Infrastructure Security Manager Kip Kulich, and Sr. Accountant Barbi Hoge.

Meeting was called to order at 9:13am

Public Comments: None

Q&A Administrator

Administrator Dissette briefed the committee on a waiver for Technical Consulting Services with Plante & Moran so they can assist with the bid document process for the Microsoft O365 that Chris Swihart and Kip Kulich came to explain and answer questions from the committee. The Request for Waiver was approved by the committee.

Bid Openings: Jake Litaker opened **Bid 2022-070** – This was a rebid for Gas & Diesel Fuel for the Road Department. Commissioner Scott motioned to refer the bids back to the Department for review, with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements, supported by Commissioner Freehling. Motion carried.

Committee Business

Commissioner Scott motioned to approve the minutes of the November 3, 2022 meeting, supported by Commissioner Freehling. Motion carried.

Resolutions: The following Resolutions were moved forward to the full Board:

F2211054 – Approval of Weekly Bills and Road Payables
F2211408 – Authorizes the Sheriff's Office to donate lost and unclaimed bicycles
F2211396 – FY2023 Budget Approval

Meeting Adjourned: 10:20

Respectfully submitted,

Stephanie Carlson
Financial Services