

# Berrien County Board of Commissioners

## Finance Committee Minutes

Thursday, May 23, 2019

### Board of Commissioner's Room

#### Finance Committee Attendance:

Commissioner Mamie L. Yarbrough – Chairperson	<b>Present</b>
Commissioner Robert P. Harrison – Vice-Chairman	<b>Present</b>
Commissioner Jon Hinkelman	<b>Present</b>
Commissioner Ezra Scott	<b>Absent</b>

**Others Present:** Secretary Stephanie Carlson, Chairman R. McKinley Elliott, Community Development Director Dan Fette, Transportation & Planning Coordinator Evan Smith, Drain Commissioner Christopher Quattrin, Financial Services Director Doug James, Accounting Coordinator Cheri Vance, Public Health Office Nicki Britten, Eric Lester – St. Joe Twp., Jerry Sirk – Benton Charter Twp., Michael Haskins – Pipestone Twp.

#### Public Comments:

Jerry Sirk, Benton Charter Twp. – Commented on the Transportation Plan.  
Erick Lester, St. Joe Twp. – Commented on the Transportation Plan.  
Michael Haskins, Pipestone Twp. – Commented on the Transportation Plan.

#### Q&A Administrator/Board Chair:

The committee asked Chairman Elliott to pull **Resolution F1905235** for further discussion.

#### Dan Fette/Evan Smith:

The committee had a discussion on the pilot program for Transportation and Dan and Evan answered questions the committee had. Then Dan went on to brief the committee on **Resolution F1905241**, which was signed by all present.

#### Christopher Quattrin:

Christopher Quattrin briefed the committee on the county's portion of the County at Large Assessment. Commissioner Harrison motioned to accept the invoice and authorize the transfer of funds, supported by Commissioner Hinkelman. Motion carried.

#### Bid Openings – Cheri opened the following bids:

**Bid 2019-051** – This bid was for HMA scratch course for the Road Department. Commissioner Hinkelman 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.

**Bid 2019-050** – This bid is for marijuana education/prevention campaign for the Health Department. Nicki briefed the committee on the grant that was awarded for this.

Commissioner Harrison motioned to refer the bids back to the department for review and if the lowest bid meets their needs, they can move forward with a requisition, otherwise they will come back to the committee with a recommendation, supported by Commissioner Hinkelman. Motion carried.

**Board Appointments:**

The committee asked for more time to review the appointments for Land Bank and Public Works Board appointments. It will be discussed at the June 6<sup>th</sup> Finance Meeting.

**Minutes Approval:**

Commissioner Yarbrough motioned to approve the minutes from May 16, 2019, supported by Commissioner Harrison. Motion carried.

**Resolutions signed by Committee:**

F1905031 – Weekly Bills Resolution

F1905236 – Approve County Millage Rates

F1905241 – Transportation Contract

Meeting Adjourned: 10:21