

**BERRIEN COUNTY FINANCE COMMITTEE**  
**MSU Extension Office**  
**Minutes of June 6, 2019**

**PRESENT:** Mamie Yarbrough, Chair (arrived 5:36 p.m.)  
Robert Harrison, Vice Chair  
Ezra Scott  
Jon Hinkelman

**Others present:** County Administrator Bill Wolf, Executive Assistant Annette Christie.

Vice Chairman Robert Harrison called the meeting to order at 5:30 p.m.

**Public Comments:** None

**Bid Openings**

- 2019-052 – Maple Lane Subdivision HMA-Roads

Three of three bidders responded. The bids were as follows: Rieth-Riley \$93,650 – Michigan Paving \$110,000 - Walsh & Kelly \$80,127. Commissioner Scott made the motion 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. The motion was supported by Commissioner Hinkelman. Motion carried.

- 2019-053 – Fencing for Paw Paw River Park – Parks

One bidder of three responded. The bid from Fence Master was \$5,409.48. Commissioner Scott made a motion to refer the bids back to the department with the approval to move forward with the lowest bidder if they meet specifications and requirements. Motion supported by Commissioner Hinkelman. Motion carried.

- 2019-054 – Pipestone Road – Roads

Two of three bidders responded. The bid from Rieth-Riley was \$587,785.26 – Michigan Paving \$563,093. Commissioner Scott made the motion 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. Motion supported by Commissioner Hinkelman. Motion carried.

**Minutes approval:**

Motion by Commissioner Scott, support from Commissioner Yarbrough to approve the minutes of the May 23, meeting. Motion carried.

**Resolutions:** The Commissioners signed the following resolutions:

- F1906032 Weekly Bills (6/6)
- F1906117 Road Payables (6/6)

**Bid Request to sign:** The Commissioners signed Bid Request # 2019-056  
Cement Work for Madeline Bertrand County Park - Parks Department

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**Other Business:**

- County Administrator Bill Wolf – Bid Discussion

Motion to waive the bidding process and allow the Building and Grounds Department to move forward with Electrical upgrades at the Bakertown and Baroda Garages – Replace 200 amp panel with 400 amp. based on the estimate given by Beaudoin Electrical Construction.

Motion by: Commissioner Scott

Supported by: Commissioner Harrison

Motion carried.

- Health Department (Annette) – Bid Discussion

Motion to move forward with vendor King Media on Bid 2019-050 in the amount of \$19,750 for the Marijuana Education/Prevention Campaign through the Health Department.

Motion by: Commissioner Harrison

Supported by: Commissioner Scott

Motion carried.

**Contract Modification:** Commissioners reviewed a Contract Modification for Project #18002 (Bid 2017-038) in the amount of \$14,597.30. Motion by Commissioner Harrison, supported by Commissioner Scott to approve the contract modification for Project #18002 and authorize the County Administrator to execute the contract modification.

**Board Appointments:** The Finance Committee has been reviewing applications for vacancies on Public Works and Land Bank. Motion by Commissioner Harrison to appoint Joshua Caithaml to the Public Works Board, with support by Commissioner Scott. Motion carried. The consensus on the Land Bank applications was to move them on to an Interview Committee due to the large number of applicants. Commissioner Yarbrough will be the Finance Committee representative on the Interview Committee.

The meeting adjourned at 5:52 p.m.

Respectfully submitted,

*Annette Christie*