

BERRIEN COUNTY BOARD OF COMMISSIONERS
Committee of the Whole Meeting Minutes
June 13, 2019

CHAIRMAN TO CALL THE MEETING TO ORDER:

Chairperson Elliott called the regular meeting to order at 8:36 A.M. in the Board of Commissioners' room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

ROLL CALL:

The Chair instructed the Clerk to take a roll call with the following results:

11 PRESENT: William Chickering, Jim Curran, Teri Freehling, Robert Harrison, Christopher Heugel, Jon Hinkelman, Michael Majerek, Don Meeks, Ezra Scott, Mamie Yarbrough and R. McKinley Elliott.

1 ABSENT: Dave Vollrath.

APPROVAL OF MINUTES OF THE MAY 23, 2019 MEETING:

Commissioner Scott moved, seconded by Commissioner Heugel, to approve the regular minutes of May 23, 2019. Motion carried, no nays.

REQUISITION REVIEW:

Annette Christie presented the requisitions to the Board for their review and discussion.

PUBLIC COMMENTS – Per the Berrien County Board of Commissioners' Bylaws, those speaking during public comments may do so no longer than two minutes and shall identify themselves by name and city, township, or village. (Article III, 3.9B-C): None.

SCHEDULED DISCUSSION:

Road Department

Road Department Managing Director Jason Latham received on behalf of the Road Department, the 2019 Organization Award from Michigan Transportation Asset Management Council for demonstrating outstanding achievement and collaboration in implementing the core principles of asset management. The Road Department was also recognized with a Special Tribute signed by U.S. Congressman Fred Upton, State Senator Kim LaSata, State Representative Pauline Wendzel and State Representative Brad Paquette.

Senior Centers

Director of Financial Services Doug James and Lynda Elie of Rendel, Elie and Associates, PLC, gave a PowerPoint presentation on the Senior Centers' Standard Chart of Accounts and discussed the following:

- Terms of Appropriation
- Standard Chart of Accounts
 - Current Status
- Meeting Agenda with Senior Centers
- Standard Chart of Accounts (classifications)
 - Account
 - Account Name
 - Account Definition (revenues)
- Next Steps
 - Amend chart for minor changes by June 21st for questions that arise during meetings.
 - Centers work on changes to their books June 21st through September 30th.
 - Financial Services to check status on progress mid-August and address issues as needed.

- Introduce standard report template in September.

Annette Christie spoke about the Berrien County Senior Center Calendar of Terms of Appropriation Deadlines.

Discussion was held.

OTHER BUSINESS: None.

ADJOURNMENT:

The meeting was adjourned at 9:09 A.M.

R. McKinley Elliott, Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the full board meeting on June 20, 2019.