

BERRIEN COUNTY FINANCE COMMITTEE
Kenneth L. Wendzel Conference Room
Minutes of June 13, 2019

PRESENT: Mamie Yarbrough, Chairperson
Robert Harrison, Vice Chairman
Ezra Scott
Jon Hinkelman

Others present: County Administrator Bill Wolf, Executive Assistant Annette Christie, Chairman R. McKinley Elliott, Information Systems Director Chris Swihart, Prosecutor Mike Sepic

Chairperson Mamie Yarbrough called the meeting to order at 9:19 a.m.

Public Comments: None

Administrator / Chairman Q & A – Administrator Wolf discussed the contract with Prism, the company providing the Drain Office software. It was learned by our office that the Drain Commissioner had worked directly with the company and made changes to the contract. Information Systems Director Chris Swihart said he believes that the change is mostly in verbiage and not content. Due to the changes it will be necessary to have the Chairman sign the amended contract. Motion by Commissioner Harrison, supported Commissioner Scott to approve the Chairman to sign the amended contract with Prism.

Commissioner Scott expressed concerns with the monthly drain report. A discussion ensued about Drains.

Commissioner Hinkelman spoke to the safety of farmers on the roadways as he has personally experienced some trouble. Chairman Elliott said he would discuss it with the Sheriff and see if some kind of a public service announcement could go out.

Chris Swihart and Prosecutor Mike Sepic discussed the Prosecutor's Case Management System coming off the mainframe and being replaced by an application. Mike provided a background on some other software that his office has tried. Equivant, the same company that is providing the court software, also has a Prosecutor module. With the Equivant system, the Court System and the Prosecutor System will be able to talk to each other as they are integrated. The Finance Committee was fine with adding the Prosecutor module and will sign resolution #F1906255 for that today.

Bid Openings

- 2019-056 – Cement Work at Madeline Bertrand Park - Parks

One vendor out of four submitted a bid for the work. Shembarger of Berrien Springs submitted a bid of \$10,800. Motion by Commissioner Scott to send them back to the Parks Department to make sure all specifications and requirements are met and if accepted move forward, supported by Commissioner Harrison. Motion carried.

Minutes approval:

Motion by Commissioner Scott, support from Commissioner Harrison to approve the minutes of the June 6, 2019, meeting. Motion carried.

Finance Committee

Page 2

June 13, 2019

Resolutions: The Commissioners signed the following resolutions:

- F190633 Weekly Bills (6/13)
- F1906118 Road Payables (6/13)
- F1906255 Addendum to Equivant Contract (6/20)

Bid Request signed by Commissioners:

- 2019-057 – Roads – Marquette Woods Road Widening
- 2019-058 – Roads – County Wide Tree Removal
- 2019-059 – Roads – Benson Road HMA Overlay
- 2019-060 – Roads – Napier Avenue & Crystal Avenue Signal Upgrade

The meeting adjourned at 10:16 a.m.

Respectfully submitted,

Annette Christie