

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, January 27, 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: County Administrator Brian Dissette, Chairman R. McKinley Elliott, Secretary Stephanie Carlson, Executive Assistant to Administrator Annette Christie, Community Development Director Dan Fette, Financial Analyst Jake Litaker, Sheriff Paul Bailey and Interim Road Department Director Kevin Stack.

Meeting was called to order at 9:25am.

Public Comments: Mike Haskins, Pipestone Twp. – Broadband is at the top of their list for requirements and if they had broadband it would increase their population. He’s been in the same situation on the pickup trucks as the Road Department.

Michael Hoyh, Benton Harbor – Commented on the internet service and said the computers are always down and broadband would help immensely on their mental health to have broadband.

Q&A Administrator – Administrator Dissette commented on the waiver request for the Road Department for (3) Ford F250’s and said Kevin would be going over it with them and said he is in agreement with his request. He also mentioned he would be back in a couple weeks with Tod Rainey for the same thing.

Appointments

Annette Christie handed out applications for the Planning Commission and briefly went over the policy for selecting applicants. There was a brief discussion. Commissioner Scott said he was ready to make a recommendation and recommended Alexander Little and Brian Savage for the two vacancies and to move them forward to the full board. The committee agreed with the recommendations.

Dan Fette briefed the committee on **Resolution F2202190** – Approve Brownfield Plan. There was a brief discussion. The resolution was signed by all present.

Sheriff Bailey briefed the committee on **Resolution F2202193** – Approve vehicle donation to Galien Village. He said the vehicle they have in New Buffalo Twp. is being taken out of service, so they would like to sell it to Galien Village for \$1 to be used by their police department. The committee agreed and signed the resolution.

Bid Openings

Jake Litaker opened **Bid 2022-007** – Portable Traffic Signal, Road Department. There was only one bid received from Horizon Signal for \$71,850. Commissioner Scott said before sending the bid back to the department, he wanted to know why we were spending \$71,000 for a traffic signal instead of renting them. Kevin gave a brief explanation. Commissioner Scott motioned to refer the bid back to the department with the approval to move forward if they are an approved responsible bidder that meets specifications and requirements, supported by Commissioner Freehling. Motion carried.

Jake went over a bid received late that was opened last week for **Bid 2022-009** – Steel Blades, Road Department, and asked the committee how they wanted to proceed. The Vendor had paid for overnight delivery with pickup on the 17th and to be delivered on the 18th. The bid was due on the 19th and wasn't delivered to the County until the 21st. The committee agreed it wasn't the vendor's fault that it was received late and agreed to open the bid. The bid was from Winter Equipment Company for \$33,408. There was only one other bid received last week from Truck & Trailer Specialties for \$39,072. Commissioner Scott motioned to refer the bid back to the department and move forward with the lowest bid, supported by Commissioner Freehling. Motion carried. Kevin Stack was at the meeting and said he would move forward with the lowest bidder, Winter Equipment Company for \$33,408.

Committee Business

Kevin briefed the committee on the Waiver Request for (3) Ford F-250 Crew Cab Trucks. He stated this previously went out for bid and didn't receive any bids. MiDeal currently has 4 units he can order through Ford, but only needs 3. Commissioner Hinkelman recommended he try to get all 4 considering the difficulty in getting vehicles. The committee agreed with Commissioner Hinkelman. Kevin said he would have to check with MiDeal to see if all 4 are still available. The Request for Waiver was approved by the committee.

Commissioner Scott motioned to approve the minutes from Thursday, January 20, 2022, supported by Commissioner Freehling. Motion carried.

Resolutions signed by Committee:

F2201016 – Approval of Weekly Bills

F2202190 – Approve Brownfield Plan

F2202193 – Approve vehicle donation to Galien Village

The committee gave concurrence to move the above resolutions to the full board for action.

Meeting Adjourned: 10:23

Respectfully Submitted,

Stephanie Carlson
Financial Services

