

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, March 10, 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: Administrator Brian Dissette, Chairman R. McKinley Elliott, Secretary Stephanie Carlson, Financial Services Director Doug James, Automotive Fleet Manager Tod Rainey and Undersheriff Chuck Heit.

Meeting was called to order at 10:13am

Public Comments: None

Appointments

Tod Rainey briefed the committee on the order placement for the 2023 vehicle purchase. He said due to the smaller allocations for fleet orders to the dealerships, the order needs to be placed much earlier. He had a list of (12) vehicles for approximately \$550,000, which he said is not above the normal purchase, it's just being placed earlier. Commissioner Hinkelman motioned to approve Tod placing the order early, supported by Commissioner Scott, with discussion. Commissioner Scott asked where the funds will come from. Doug said that Fund Balance needed to be committed towards this purchase. Motion carried.

Next, Tod mentioned he was still waiting on vehicles from 2021 and 2022 and said the dealer had an additional Tahoe available for 2022 for \$55,000 and said it was recommended we take advantage and add to the (4) ordered for this year. Commissioner Scott motioned to approve Tod getting the 5th vehicle, supported by Commissioner Freehling. Motion carried.

Chuck Heit briefed the committee on the issues he's having on getting ammunition and commented on the previous **Bid 2022-006** for ammunition and said they spent a little extra money going with Vance Outdoors, but explained that they are currently 12 months out and in about a month, they will be out of training ammunition. He said he met with Administrator Dissette and Doug James and is requesting to do a waiver with Vance for 2023. He said they would go out for bid for 2024 and that they should send that out in the next couple months. Doug asked if Vance has locked in a price. Commissioner Hinkelman commented that they probably won't and that Finance is probably going to have to update the Purchasing Policy for the coming years. Commissioner Yarbrough asked Doug to get with Brian regarding the Purchasing Policy and to come back and talk to the committee. Commissioner Scott motioned to approve Chuck's request for purchasing ammunition for 2023, supported by Commissioner Hinkelman. Motion carried.

Committee Business

Commissioner Scott motioned to approve the minutes from Thursday, March 3, 2022, supported by Commissioner Freehling. Motion carried.

Resolutions:

The following Resolution was moved forward to the full Board:

F2203022 – Approval of Weekly Bills

Meeting Adjourned: 10:36

Respectfully Submitted,

Stephanie Carlson
Financial Services