

Berrien County Finance Committee

Board of Commissioners Room

Held Virtually Due to Covid-19

Minutes of March 18, 2021

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough–Chairperson (Via Zoom-BH City)	Present
Commissioner Jon Hinkelman – Vice-Chair (Via Phone-Bainbridge Twp.)	Present
Commissioner Ezra Scott (Via Zoom-New Buffalo Twp.)	Present
Commissioner Teri Freehling – (Via Zoom-Baroda Twp.)	Present

Others Present: County Administrator Brian Dissette, Secretary Stephanie Carlson, Executive Assistant to Administrator Annette Christie, Finance Director Doug James, and via zoom Community Development Director Dan Fette.

Meeting was called to order at 9:00am.

Public Comments: None

Q&A Administrator - Administrator Dissette went over the report the committee received last week from the county's Pension Advisors (GRS). He said the committee indicated a desire to have more time to review the information and bring it back today to consider action. He went over the requested items for action. Commissioner Scott motioned to accept all three recommendations for the Pension Actuaries from GRS, supported by Commissioner Freehling. Roll call vote: 4 yays, 0 nays. Motion carried.

Next, Brian updated the Finance Committee on a proposal from Abonmarche Engineering discussed this morning at the Administration Meeting, to take on the Road Department for the next 90 days in the interim of the Director's roll, and briefly went over it.

Commissioner Scott asked if there were any updates that the committee needs to know about as far as the happenings of the Finance Department at the Road Department and how it's working out with our Finance Department. And, is there any updates on the Business Manager vacancy at the Health Department. Brian said the Business Manager at the Health Department had put in her notice a couple months ago and said there is a pending letter of employment offer to a local resident, so we should know something in a couple weeks. He said on the Finance side of the Road Department, Doug started meeting with the Road Business/Finance Manager last Friday and then booked every other Friday through spring to meet. Doug explained the year end process for the Road Department and the Act 51 reporting.

Appointments

Dan Fette briefed the committee on the American Recovery Plan. He said there are a variety of provisions in this act, but there were 2 provisions in the act that Dan wanted to go over. The first was the Local Fiscal Recovery Fund and the other was the Small Business

Assistance portion of the act. Dan went on to brief the committee on these and answer questions from the committee. He said he will give a presentation to the full board next week.

Next, Dan briefed the committee on the following Resolutions:

Resolution F2103186 – This resolution authorizes the county to reaffirm their memorandum understanding with 1st Source Bank for homeowner assistance for home improvements to low to moderate income households.

Resolution F2103187 – This resolution opposes the Office of Management and Budget's proposed changes to the Niles-Benton Harbor Metropolitan Statistical Area.

Committee Business

Resolutions signed by Committee:

F2103023 – Approval of Weekly Bills

F2103113 – Road Payables

F2103186 – MOU with 1st Source Bank

F2103187 – MSA Designation Changes

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

Minutes Approval:

Commissioner Freehling motioned to approve the virtual minutes from Thursday, March 11, 2021, supported by Commissioner Scott. Roll call vote: 4 yays, 0 nays. Motion carried.

Meeting Adjourned: 9:54

Respectfully Submitted,

Stephanie Carlson
Financial Services