

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, March 21, 2019

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough – Chairperson	Absent
Commissioner Robert P. Harrison – Vice-Chairman	Present
Commissioner Jon Hinkelman	Present
Commissioner Ezra Scott	Present

Others Present: Secretary Stephanie Carlson, County Administrator Bill Wolf, Chairman R. McKinley Elliott, Financial Services Director Doug James, Building & Grounds Superintendent Todd Johnson, Community Development Director Dan Fette, Accounting Coordinator Cheri Vance, John Matuszak-HP.

Public Comments: None

Q&A Administrator/Board Chair:

Administrator Wolf gave the committee a heads up that the report from Rendel Elie & Assoc. concluded their contract and said he would need some direction from the committee on moving forward. There was a brief discussion. Commissioner Scott motioned to approve Bill going into negotiations with the firm they currently have for the senior center audits for a new contract for a 3-year period of time and waiving the bidding process, supported by Commissioner Hinkelman. Motion carried.

Todd Johnson:

In further discussion of **Bid 2019-024** that was opened last week, Todd Johnson made a recommendation to go with the higher bidder, Greenmark for \$35,335 instead of Steensma for \$34,038. The bid was for a 2019 John Deere Tractor and Steensma's bid was for a 2018 tractor. Commissioner Scott motioned to approve Todd going with the higher bidder because it met specifications and the low bidder did not, supported by Commissioner Hinkelman. Motion carried.

Dan Fette:

Dan was available for questions from the commissioners on the process for **Resolution F1903193** – Approving a Public Works project for the Paw Paw Lake Wastewater Treatment Plant. There were a few questions, and Dan explained the process and the full faith & credit.

Bid Openings: Cheri Vance opened the following bids for the Road Department:

Bid 2019-020 – Napier and Walton Bridge Design Services

Bid 2019-032 – St. Joseph Twp. Paving

Bid 2019-033 – Coloma Road HMA Overlay

- Bid 2019-034** – Fulkerson HMA Overlay
- Bid 2019-026** – Dense Graded Aggregates
- Bid 2019-030** – Waterborne Marking paint
- Bid 2019-028** – Glass Beads
- Bid 2019-027** – Reflectorized Signs
- Bid 2019-029** – Aluminum Sign Blanks
- Bid 2019-031** – U-Channel Sign Posts, Brackets

Commissioner Scott motioned to refer the bids to the department with the approval to move forward with the lowest bidder if they meet specifications and requirements, however recognizing that the best qualified bid can move forward. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$5,000, supported by Jon Hinkelman. Motions carried.

Bid 2019-035 – Pre-Fabricated Signs – Commissioner Hinkelman motioned to refer the bid to the department with the approval to move forward with the lowest bidder if they meet specifications and requirements, however recognizing that the best qualified bid can move forward. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$5,000, supported by Commissioner Scott. Motion carried.

Minutes Approval:

Commissioner Scott motioned to approve the minutes from March 14, 2019, supported by Commissioner Hinkelman. Motion carried.

Resolutions signed by Committee:

F1903022 – Weekly Bills Resolution

F1903112 – Weekly Road Payables

F1903193 – Approving a Public Works project for the Paw Paw Lake Wastewater Treatment Plant.

Meeting Adjourned: 10:30