

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, March 24, 2022

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough–Chairperson	Present
Commissioner Jon Hinkelman – Vice-Chair	Absent
Commissioner Ezra Scott	Present
Commissioner Teri Freehling	Absent
Commissioner Julie Wuerful	Present
Commissioner Don Meeks	Present

Others Present: Administrator Brian Dissette, Secretary Stephanie Carlson, Financial Analyst Jake Litaker, Interim Building & Grounds Superintendent Robert Ray, Interim Road Department Director Kevin Stack.

Meeting was called to order at 9:24am

Public Comments: None

Q&A Administrator – Administrator Dissette asked Robert Ray to come to the committee to brief them on a sanitary sewer issue at the Jail. Robert said they endured a leak in the Jail Kitchen the day before and showed a picture of the cracked pipe and briefly went over it. Administrator Dissette said Robert will be preparing an emergency waiver to get this fixed and stated, this is the exact reason why \$15M of ARPA dollars are committed to being used for the buildings.

Bid Openings – Jake Litaker opened the following bids:

Bid 2022-010 – Mobile Command Vehicle – Emergency Management. There was only one bid received from LDV, Inc. for \$802,848. 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 Wuerful. Motion carried.

Bid 2022-028 – Coloma Twp. Ultra-Thin. Commissioner Scott motioned to refer the bids back to the department with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$10,000. Communication from the Road Department must be submitted to the Finance Committee in the event that they want to move forward with a bidder that was not the lowest bidder to provide justification and obtain additional approval, supported by Commissioner Meeks. Motion carried.

Bid 2022-029 – Chikaming Twp. Ultra-Thin. Commissioner Scott motioned to refer the bids back to the department with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$10,000. Communication from the Road Department must be submitted to the Finance Committee in the event that they want to move forward with a bidder that was not the lowest bidder to provide justification and obtain additional approval, supported by Commissioner Wuerful. Motion carried.

Bid 2022-030 – Countywide Scratch Course. Commissioner Scott motioned to refer the bids back to the department with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$10,000. Communication from the Road Department must be submitted to the Finance Committee in the event that they want to move forward with a bidder that was not the lowest bidder to provide justification and obtain additional approval, supported by Commissioner Wuerful. Motion carried.

Bid 2022-031 – Pavement Marking Glass Beads. There was only one bid received from Swarco, Columbia, TN for \$56,760. 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 Wuerful. Motion carried.

Bid 2022-032 – Waterborne Pavement Marking Paint. Commissioner Scott motioned to refer the bids back to the department with the approval to move forward with the lowest bidder if they are an approved responsible bidder that meets specifications and requirements. In addition, we authorize the County Administrator to execute the subsequent contract associated with this bid and any contract modifications up to \$10,000. Communication from the Road Department must be submitted to the Finance Committee in the event that they want to move forward with a bidder that was not the lowest bidder to provide justification and obtain additional approval, supported by Commissioner Meeks. Motion carried.

Bid 2022-033 – Polymer Modified Sealing Asphalt & Fogseal. There was only one bid received from Bit Mat Products, South Bend, IN. 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 Wuerful. Motion carried.

Appointments

Annette Christie went over the Waiver Requests and Resolutions from the 911 Department and the related Resolutions as well as the requisition list resolution. The Request for Wavers were approved by the committee and they gave consensus on the resolutions.

Kevin Stack briefed the committee on the Red Arrow Highway Project in Chikaming Twp. and answered questions from the committee. Administrator Dissette commented that one of the complaints from the Administration Committee is the surprise. He said based on today's feedback, he would have Kevin give a presentation at the Committee of the Whole meeting. He is scheduled for the April 7, 2022 Committee of the Whole meeting.

Committee Business

Commissioner Scott motioned to approve the minutes from Thursday, March 17, 2022, supported by Commissioner Yarbrough. Motion carried.

Resolutions:

The following Resolutions were moved forward to the full Board:

F2204024 – Approval of Weekly Bills

Meeting Adjourned: 11:03

Respectfully Submitted,

Stephanie Carlson
Financial Services