

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, April 25, 2019

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

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

Others Present: Secretary Stephanie Carlson, County Administrator Bill Wolf, Vice-Chair Teri Freehling, Public Defender Christopher Renna, Accounting Coordinator Cheri Vance, Maintenance Supervisor Robert Ray, Project Engineer Kevin Stack.

Public Comments: None

Q&A Administrator/Board Chair:

Administrator Wolf briefly went over **Resolution F1905225**, a three-year agreement for auditing services with Rendel Elie & Associates, and passed out the proposed Senior Center Audit fees for 2019-2021. There was a brief discussion. Next, Bill mentioned Christopher Renna would be coming in to answer questions on **Resolution A1904224** for a grant request and going from contract misdemeanor attorney's to in-house misdemeanor attorneys and briefly went over it. Vice-Chair Freehling asked if anyone had any questions. Commissioner Scott said he would like Resolution A1904224 pulled. Christopher was available for questions, so Teri said if his questions weren't answered to let her know and she would have it pulled. Christopher briefly went over the plan and answered questions of the committee.

Bid Openings: Cheri Vance opened the following bids:

Bid 2019-044 – This bid was for Installation of a Washer/Dryer for Building & Grounds and was sent out to three bidders and only 1 bid was received from Andy Egan for \$8,808. Commissioner Harrison motioned to approve the bid and refer it back to staff for review and if it meets all the requirements, they can move forward with a requisition, supported by Commissioner Hinkelman. 3 yeas, 1 nay, motion carried.

Bid 2019-045 – This bid was for corrugated metal pipe & end sections for the Road Department. 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 Commissioner Harrison. Motion carried. Information was sent to the commissioner's after the bid opening to clarify information for the bid.

Bid 2019-046 – This bid was for traffic control devices for the Road Department. 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 Commissioner Harrison. Motion carried.

Commissioner Scott wanted to explain why he voted no on **Bid 2019-044**. He said that it's been discussed before that the bids are sent out to the same companies. The only bid submitted was from Andy Eagan, and he already has the contract with the County. So, just wondering if that's why the other vendors don't bid and think maybe we need to find other vendors to send the bids out to.

Minutes Approval:

Commissioner Harrison motioned to approve the minutes from April 18, 2019, supported by Commissioner Scott. Motion carried.

Resolutions signed by Committee:

F1904027 – Weekly Bills Resolution

F1905225 – Three-year agreement for auditing services of the seven Senior Centers

Meeting Adjourned: 10:20