

**BERRIEN COUNTY FINANCE COMMITTEE**

**MSU Extension Office  
Minutes of May 5, 2022**

**PRESENT:** Mamie Yarbrough, Chairperson  
Jon Hinkelman, Vice Chairman  
Ezra Scott  
Teri Freehling

**Others present:** County Administrator Brian Dissette, Executive Assistant Annette Christie.

The meeting was called to order at 5:36 p.m.

**Bid Tabulations:**

The Committee reviewed the bid tabulations for bids opened in the Board of Commissioners Room this morning:

Bid 2022-050 – Hagar Twp. HMA – Road Department – 5 bidders 2 responded  
Rieth-Riley \$89,476 / Michigan Paving \$85,000

Commissioner Scott made the motion to refer the bids 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. Motion supported by Commissioner Freehling. Motion carried.

Bid 2022-051 – Benton Township HMA – Road Department – 5 bidders 2 responded  
Rieth-Riley \$172,584.50 / Michigan Paving \$155,000

Commissioner Scott made the motion to refer the bids 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. Motion supported by Commissioner Freehling. Motion carried.

Bid 2022-052 – New Buffalo HMA – Road Department – 5 bidders 3 responded

Commissioner Scott made the motion to refer the bids 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. Motion supported by Commissioner Freehling. Motion carried.

**Finance Committee**

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**September 24, 2020**

**Board appointments:** Annette Christie reviewed applications for the Planning Commission and the Economic Development Corporation. The Finance Committee determined that they had a good candidate pool for Planning Commission and so we will not be posting the newest vacancy on Planning. She will come back to Finance Committee next week to review the applications in further detail with the hope of getting a recommendation from the Finance Committee.

**Waiver Requests:**

Following discussion - the committee offered consensus on two waiver requests:

Road Department - 2022-05-05-01 Bell Equipment

Drains Office - 2022-05-05-02 Jack Doheny Co.

**Minutes approval:**

Motion by Commissioner Freehling, support from Commissioner Scott to approve the minutes of the April 28, 2022 meeting. Motion carried.

**Resolutions:** The Commissioners reviewed and signed the following resolution:

- F2205029 – Weekly Bills and Road Payables

The meeting adjourned at 5:52 p.m.

Respectfully submitted,

*Annette Christie*