

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, May 9, 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, Information Systems Director Chris Swihart, Community Development Director Dan Fette, Housing Coordinator/Assistant Community Development Director Katie Montoya, Accounting Coordinator Cheri Vance, Building & Grounds Superintendent Todd Johnson, Maintenance Supervisor Robert Ray.

Public Comments: None

Q&A Administrator/Board Chair:

Administrator Wolf and Chairman Mac Elliott were available to answer any questions the commissioners had.

Chris Swihart:

Chris gave a brief update on the projects in process and answered questions from the commissioners.

Katie Montoya:

Katie briefed the committee on **Resolution F1905233**. This resolution is to implement a Homeowner Assistance Program for low to moderate income homeowners. The resolution was signed by all present.

Bid Openings: Cheri Vance opened the following bids:

Bid 2019-038 – This bid is for the demolition of 2 buildings for Building & Grounds Department. Commissioner Scott motioned to refer the bids back to the department for review and if they meet all specifications, they can move forward with the lowest qualified bid, supported by Commissioner Hinkelman. Motion carried.

Bid 2019-047 – This bid is for Coloma Twp. paving 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 Hinkelman. Motion carried.

Bid 2019-048 – This bid is for scraper blades 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 Hinkelman. Motion carried.

Bid 2019-049 – This bid is for Red Arrow HMA Mill/Fill 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 Hinkelman. Motion carried.

Minutes Approval:

Commissioner Scott motioned to approve the minutes from April 25, 2019, supported by Commissioner Hinkelman. Motion carried.

Resolutions signed by Committee:

F1905028 – Weekly Bills Resolution

F1905029 – Weekly Bills Resolution

F1905115 – Weekly Road Payables

F1905233 – Homeowner Assistance Program for low to moderate income homeowners

Meeting Adjourned: 10:09