

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, August 26, 2021

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	Present

Others Present: County Administrator Brian Dissette, Secretary Stephanie Carlson, Undersheriff Chuck Heit, Automotive Fleet Manager Tod Rainey, Project Engineer Kevin Stack, Financial Services Director Doug James, Financial Analyst Jake Litaker.

Meeting was called to order at 9:21am.

Public Comments: None

Q&A Administrator – Administrator Dissette went over the expenses incurred at last week’s night meeting at Chikaming Twp. and said he would like to reimburse Chikaming for the expenses in the amount of \$1,115.26. The committee agreed by consensus to reimburse Chikaming for the expenses.

Brian briefed the committee on a waiver request from the Sheriff’s Department for the purchase of (8) FY2022 County vehicles that they are asking for approval to Single Source with Berger Chevrolet for \$455,000, which is based on the MIDeal pricing. Chuck Heit and Tod Rainey explained the issue with supply and demand due to COVID and said that Berger had opened up taking bids starting August 12th. The committee approved the waiver.

Next, Brian mentioned Linda Elie from Rendel Elie & Associates, was coming to the end of her current contract with the county. She performs the audits for the Senior Centers, and he asked for approval to extend her contract 2-3 years without an increase. The committee agreed with extending her contract with or without an increase. Lastly, Brian briefly went over the bid for the Facilities Master Plan being opened today.

Appointments

Kevin Stack briefly went over changes they made to the Proposal/Services Selection Scoring form they use when they go out for bid and explained what they use it for. Next, Kevin updated the committee on their radios on how outdated they are and need to be upgraded to 800 MHz. He said they have over 90 radios and they want to upgrade them to Motorola radios since the rest of the county’s radios are Motorola, which will cost over \$350,000. Kevin said it has to be ACT51 unless it’s MIDeal and Motorola is a MIDeal contractor. He said this was just an FYI so when he comes back to Finance.

Bid Opening

Jake opened **Bid 2021-051** –Facilities Master Plan – Commissioner Scott motioned to accept the bids and refer them back to the proper department for review and to come back to Finance with their decision and to see the RFP that was sent out, supported by Commissioner Freehling. Motion carried.

Committee Business

Request for Waivers were approved by the committee.

Resolutions signed by Committee:

F2108044 – Approval of Weekly Bills

The committee gave concurrence to move the above resolution to the full board for action.

Minutes Approval:

Commissioner Freehling motioned to approve the minutes from Thursday, August 12, 2021, supported by Commissioner Scott. Motion carried.

Meeting Adjourned: 10:22

Respectfully Submitted,

Stephanie Carlson
Financial Services