

Berrien County Board of Commissioners

Finance Committee Minutes

Thursday, September 16, 2021

Kenneth L. Wendzel Conference Room

Finance Committee Attendance:

Commissioner Mamie L. Yarbrough–Chairperson	Present
Commissioner Jon Hinkelman – Vice-Chair	Present
Commissioner Ezra Scott	Present
Commissioner Teri Freehling	Present

Others Present: County Administrator Brian Dissette, Secretary Stephanie Carlson, Chairman R. McKinley Elliott, ROD Lora Freehling, Automotive Fleet Manager Tod Rainey, Craig Jones – Kofile, Executive Assistant to Administrator Annette Christie, and via zoom Project Engineer Kevin Stack.

Meeting was called to order at 9:21am.

Q&A Administrator – Administrator Dissette briefed the committee on several waiver requests and answered questions from the committee along with Kevin Stack. Next, Brian briefed the committee on the Broadband Project, Supervisor Hildebrandt of Oronoko Twp. is working on, and asked if the County is interested in putting together a loan agreement. The committee agreed by consensus for Brian to move forward with putting together a loan agreement.

Administrator Dissette and Chairman Elliott briefly talked about the legal expenses and the Corporate Counsel position currently posted and said they hope to have someone by the end of the year in-house but they would still need to continue with outside counsel too. Commissioner Hinkelman commented that the committee needs to be kept abreast of the Kotz Sangster bills and with the recent embezzlement case involving the Building & Grounds Superintendent.

Lastly, Brian briefed the committee on the heating/air conditioning situation at the sign shop and said the Road Department sought out three proposals. Brian said he thought Herman & Goetz had the most complete job at a cost of \$72,420 and he had Robert Ray review the bids and he agreed. The committee agreed by consensus to move forward with a contract.

Appointments

Lora Freehling introduced Craig Jones from Kofile and had him explain what his company does for the Register of Deeds Department. Lora was also supposed to present her 2022 Budget to the Finance Committee, but because of time constraints, they asked if she could come back at a later date.

Committee Business

Request for Waivers were approved by the committee.

Resolutions signed by Committee:

F2109047 – Approval of Weekly Bills

F2109126 – Road Payables

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

Minutes Approval:

Commissioner Scott motioned to approve the minutes from Thursday, August 26, 2021, supported by Commissioner Freehling. Motion carried.

Meeting Adjourned: 10:35

Respectfully Submitted,

Stephanie Carlson

Financial Services