

**Berrien County Board of Commissioners  
Finance Committee Minutes  
Thursday, April 16, 2026  
Kenneth L. Wendzel Conference Room**

**Finance Committee**

Commissioner Mamie L. Yarbrough-Chairperson  
Commissioner Jon Hinkelman - Vice-Chair  
Commissioner Rayonte Bell  
Commissioner Teri Freehling

**Attendance:**

Present  
Present  
Absent  
Present

**Others Present:** Annette Christie, Mike Sepic, Mac Elliott, Shelly Weich, George McManus, Don Trail, Warren Parrish.

**Meeting called to order:** 9:15 a.m.

**Administrator and Chair Q & A**

Interim County Administrator Mike Sepic updated the committee on the RFP for the Pension Investment Advisor. Discussion was held regarding upcoming dates for the Trust Investment Advisory Committee/Finance Committee meetings. Chairman Mac Elliott updated the committee on the search for the County Administrator.

**Resolution Discussion - George McManus**

Resolution #F2604212 for the Full Faith & Credit of the Wall Drain #539 Drainage District - the project was petitioned in 2018 - \$707,000 will be the borrowing budget. The resolution was signed by the committee.

**Waiver Discussion - Don Trail**

As the work on the well, fire suppression, and roof at the Juvenile Center has begun, what was thought to be a 6" pipe going from the building to the well, turned out to be 4". The NFPA rules require a 6" pipe for the fire main. To correct this problem, which was done whenever the facility was built, it will cost an additional \$82,768. Don has sufficient funds to be able to complete the fix. Discussion ensued. The committee concurred with the Chairperson signing the waiver and moving it forward.

**Committee Business**

**Approve the minutes of the March 26, 2026 meeting** - Motion by Commissioner Freehling, supported by Commissioner Hinkelman to Motion carried.

**Bid Openings** - None

**Resolution(s):** The following resolution was signed to move on to the full board:

F2604026 - Weekly Bills & Road Payables  
F2604191 - Treasurer Delinquent Tax Revolving Fund  
F2604210 - Annual Equalization Report approval  
F2604208 - MOU with 1<sup>st</sup> Source Bank

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**Waivers presented to the Committee:**

With no objection from the committee, Chairperson Yarbrough signed the waivers.

Waiver #	Vendor Name	Goods/Services Description	Requesting Department	Budgeted Amount	Waiver Amount
2026-04-16-01	Office Interiors	Smart Board for Emergency Operations Center Training Room	911	\$10,554.00	\$10,554.00
2026-04-16-02	Reyes Tree Service	Tree removal at Silver Beach County Park.	Parks	\$7,300.00	\$7,300.00
2026-04-16-03	KSS Enterprises	Floor scrubber for the jail.	Sheriff	\$0.00	\$2,792
2026-04-16-03**	Peerless Midwest	Replace pipe from Juvenile Center to the well with 6"	Building & Grounds	\$0.00(While this specific item was not budgeted - it can be covered by the overall project budget)	\$82,768

**Public Comments:** Treasurer Shelly Weich announced that she lowered the foreclosure # from 1,949 down to 141 properties.

**Contract Modifications:** None

**Notes:** As it was a night meeting for the BOC last week (4/9/26) the Finance Committee did not have an agenda but looked at various things:

Waivers:

- 2026-04-09-01 - Core Technology - Sheriff - \$15,400 - Talon Incident Management System
- 2026-04-09-02 - Eagle Wings Disc Golf - Parks - \$2,230 - Design plans for 18-hole disc golf course
- 2026-04-09-03 - B & Z Company - Building & Grounds \$19,760 - Water main replacement Empire
- 2026-04-09-04 - AchieveIt - Health - \$30,000 - Performance Management Software
- 2026-04-09-05 - Berger Chevrolet - Sheriff - \$30,318 - Special unit vehicle
- 2026-04-09-06 - Hoekstra Transportation - Community Development - \$333,552 - Buses
- 2026-04-09-07 - Trane - Building & Grounds - \$5,876 - Air Cooled Chiller

Bid 2026-054 - CDBG Home Improvement Benton Township

Was bid out and no one bid (distributed to 8 bidders). Made changes to the distribution list and sent it out again to 8 bidders - 1 responded by the deadline and the price was \$2,425 more than projected. One more bidder spoke to Community Development/Financial Services and asked about still submitting the bid, they missed the deadline, submitting it at 3:15 p.m. The Finance Committee discussed and concurred with including the other bid, due to only having one other bidder and the cost being much more than the projected.

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Annette provided the results of the bid - the one that was allowed to have their bid included came in around \$5,000 more than the other bidder. The department will be proceeding with the lowest bidder.

The bids that were opened on 4/1/26 will be following protocol with going to the departments to review and move forward with the lowest bidder if meets specifications:

2026-043 - South County Renovations & Benton Harbor Standardization - Health Department

2026-048 - Defense Technology 40mm Tactical 4-shot Launchers (30) - Sheriff

2026-055 - John Deere TH 6X4 Gas Gator - Parks

**Meeting adjourned:** 10:25 a.m.

Respectfully submitted,

Annette Christie

Executive Assistant