

**Berrien County Board of Commissioners  
Finance Committee Minutes  
Thursday, March 12, 2026  
Kenneth L. Wendzel Conference Room**

**Finance Committee**

Commissioner Mamie L. Yarbrough-Chairperson  
Commissioner Jon Hinkelman - Vice-Chair  
Commissioner Rayonte Bell  
Commissioner Teri Freehling  
Board Chairman Mac Elliott

**Attendance:**

Absent  
Absent  
Present (Left at 9:55 a.m.)  
Present  
Present

**Others Present:** Annette Christie, Mike Sepic, Mac Elliott, George McManus, Don Trail

**Meeting called to order:** 9:20 a.m.

**Administrator and Chair Q & A**

Interim County Administrator Mike Sepic updated the Committee about the Committee of the Whole meeting schedules. After speaking to all parent committees last week, he expressed there was support to cancel the 2<sup>nd</sup> and 4<sup>th</sup> meetings of the month. He inquired about cancelling them for the remainder of the year vs. posting the change to the schedule every week. Annette will prepare a revised calendar with the 2<sup>nd</sup> and 4<sup>th</sup> meetings of the month being cancelled for the Board to consider next week.

**Resolution F2603170 - Drain Commissioner George McManus**

The resolution pledges full faith & credit for the Mud Hollow Drain #344 District. Previous estimate to repair the drain was \$1,789,765. George talked about the condition of the drain which has been bad for a very long time. There are 11 properties and 10 payers in the district - along with a total of (6) six municipalities. The rate for the note will be 4.06%. The committee complimented George on getting the cost down. He pointed out that the current revolving amount is over \$4 million - it is his goal to get it to around \$1.5 million. The committee signed the resolution which will go to the board next week.

**Committee Business**

**Approval of minutes of March 5, 2026 meeting** - Motion by Commissioner Elliott, supported by Commissioner Bell - Motion carried.

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

F2603021 - Weekly Bills & Road Payables

F2603176 - Agreement with Sabo

F2603178 - Set up petty cash fund for Corporate Counsel

**Bid Results Reviewed:**

Bid #	Department	Goods/Services Description	Results	Response
2026-025	Building & Grounds	Admin Building Security & Electrical Upgrades	Base Bid - Security TRG \$408,593.11 Roggow Construction \$243,000 Base Bid - Electrical TRG - \$320,936 Roggow Construction \$559,000 Alternate #1 TRG \$126,996.80 Roggow \$243,000	2/0

Discussion: The projected cost is much less than the bid price, but he noted that the projected was based on costs in 2020 - and supplies have certainly increased. Building and Grounds Superintendent Don Trail would like to work with the vendors to get the price down, although he doubts he can get it down to the projected cost. The priority is the space for the elected offices. General conversation was held about some related renovation projects including the Health Department remodel at the South County building and the space that was the previous Health Department space - to have room for elections and veterans.

Motion by: Commissioner Mac Elliott Support by: Commissioner Rayonte Bell

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. Communication from the 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 carried.

**Waivers presented to the Committee:**

With no objection from the committee, Commissioner Freehling (serving as Chairperson) signed the waivers.

Waiver #	Vendor Name	Goods/Services Description	Requesting Department	Budgeted Amount	Waiver Amount
2026-03-12-01	Elmridge Protection	iEvac smoke/fire hood quantity of 15 needed plus 1 for training	Sheriff	0.00	5,000
2026-03-12-02	McGuire's Professional Construction Inc.	Moving a wall with a door in the Niles Public Defender's Office.	Building & Grounds	13,000	11,582
2026-03-12-03	Brady Plus/KSS	Clark Floor and Carpet extractor (Sole Source due to only having 2 vendors that do this - history with vendor under previous name and other vendor (Gordon's) expressed no interest.	Building & Grounds	0.00	12,618.40

**Public Comments:** None

**Contract Modifications:** None

**Meeting adjourned:** 10:09 a.m.

Respectfully submitted,  
Annette Christie  
Executive Assistant