

City Commission Special Meeting
June 20, 2023
9:00 a.m.

ELECTED OFFICIALS PRESENT:

Adrian Petrila, Mayor
Mark Grill, Vice Mayor, Commissioner, District 2
Ward Friszolowski, Commissioner, District 3
Chris Marone, Commissioner, District 4

ELECTED OFFICIALS ABSENT:

Chris Graus, Commissioner, District 1

STAFF PRESENT VIA ZOOM:

Alex Rey, City Manager
Andrew Dickman, City Attorney
Matthew McConnell, Assistant City Attorney
Amber LaRowe, City Clerk

STAFF PRESENT IN CHAMBERS:

Mike Clarke, Public Works Director

Mayor Petrila called the meeting to order at 9:00 a.m. followed by the Pledge of Allegiance.

1. DISCUSSION:

- a. Modification request of the City Commission motion made on 06/16/2023 to allow for emergency purchases:**

June 16, 2023 DRAFT motion and discussion made by the City Commission was as follows:

Motion: Commissioner Marone moved that any procurement under \$25,000 has to be approved by the City Commission during this investigation, that any hiring and firing decisions including, but not limited to, promotions and raises have to go through and cannot be performed by the City Manager unless approved by the City Commission. If there is any interference with this investigation by the City Manager directly, or through any third party/surrogate, then there will be immediate termination.

Mayor Petrila stated that the City Commission will need to follow the two-step process as outlined in the City Charter that states the Commission initiates the termination process.

Commissioner Marone agreed to that addition to the motion.

Commissioner Friszolowski seconded the motion, as amended, that is on the floor. The motion carried 4-0.

[End of notes from the June 16, 2023 City Commission meeting].

Beginning of minutes for the June 20, 2023 City Commission meeting:

Attorney Dickman explained the reason for today's meeting was due to a phone conversation he had with the Public Works Director, Mike Clarke. After the motion on the 16th, Mr. Clarke informed Attorney Dickman that there was an emergency purchase for capital purchases and City Manager Rey spoke to him about purchases that need to be made for the City's summer camp. Attorney Dickman was hoping today's meeting could be for the Commission to make some specific exceptions to the motion that was made regarding emergency purchases. Attorney Dickman suggested a possible modification to the prior motion to say: "Any procurement under \$25,000

has to be approved by the City Commission during this investigation, unless it is an emergency or if the delay would significantly disrupt City projects or events.”

Commissioner Marone opined the restriction may need to be removed in its entirety.

Vice Mayor Grill liked the suggestion made by the City Attorney and perhaps the purchases can be summarized and brought to the Commission for review before every meeting.

Attorney Dickman reiterated his suggestion and followed that suggestion by stating that all new purchases/new procurement made under \$25,000 by the City Manager will be reported at the next City Commission meeting.

City Manager Rey discussed “micro-purchases”. These are small purchases like an emergency to Home Depot to pick up a part or a summer camp ice cream party. These items are part of the day-to-day to keep operations going.

Mike Clarke, Public Works Director, commented on the large number of purchases that Public Works must make on a weekly basis.

Motion: Commissioner Marone moved to remove any restrictions from the original motion for expenditures under \$25,000 but maintain the restriction on new contracts without City Commission approval, except for emergencies and City events.

Discussion continued on the intent of purchases versus contracts.

Commissioner Marone amended the motion on the floor to include that any procurement for under \$25,000 will be brought to the Commission for review at the next meeting, post expenditure. Emergency expenditure policy for purchases over \$25,000 will remain in effect. Commissioner Friszolowski seconded the motion; the motion carried 4-0.

Attorney Dickman commented on the hiring of a Public Works employee. Mr. Clarke clarified that the employment offer was made to this individual and the individual accepted prior to the discussion and initiation of the investigation; he opined there should be no issue with him starting work. The Commission agreed.

Mayor Petrila adjourned the meeting at 9:26 a.m.

MINUTES APPROVED: JULY 25, 2023



AMBER LAROWE
CITY CLERK



ADRIAN PETRILA
MAYOR