

A special meeting of the City Commission was held in the Commission Room of the City-County building, 325 Court Street, Sault Ste. Marie, Michigan on Monday, January 31, 2010 at 12:00 p.m.

The meeting was called to order by Mayor Bosbous

Present: Mayor Bosbous, Commissioner Gerrie, Lynn, Munsell and Stefanski

Absent: Commissioner Bauer and Burton

Also Present: City Manager Nebel, City Clerk Robin R. Troyer, and Human Resource Director Valerie Povey

Moved by Commissioner Munsell, supported by Commissioner Stefanski

That the absence of Commissioner Bauer and Commissioner Burton be excused.

Motion carried unanimously.

Confirmation of the City Manager's Appointment of Police Chief (a)
Confirmation of Appointment (b) Authorizing the Salary for the Police Chief:

Section 4.6. Administrative Service. indicates that: "The administrative officers of the City shall be the City Manager, Attorney, Clerk, Treasurer, Assessor, Police Chief, Fire Chief, Accountant, Court Clerk, Superintendent of Water, Superintendent of Public Works, or Engineer (who shall preferably be a Registered Engineer), if the City Manager deems necessary a Purchasing Agent, and if the Commission deems necessary a Health Officer and a Harbor Master." *Section 4.6* goes on to state: "All administrative officers of the City, except the City Manager, Attorney, and Court Clerk, and except administrative officers of independent boards and commissions, shall be appointed by the City Manager for an indefinite period subject to confirmation by the Commission.

The appointment process began with advertisements in the Michigan Municipal League, Michigan Association of Police, Michigan Association of Police Chiefs, Soo Evening News, Michigan Works! Talent Bank, City website. 17 applications were received for the Police Chief's position. A panel to do the internal interviews was set up consisting of Sheriff Bob Savoie, Prosecutor Brian Pepler, Valerie Povey, and me to conduct a pre-screening for the internal candidates to see who should be advanced into the full interviews.

On Friday, December 10th, interviews were scheduled with six candidates.

The interview process is fairly intensive, which includes Jim Moreau taking each candidate on a tour of the City prior to their first interview, a 45 minute interview with the

January 31, 2011

technical panel that consisted of City Attorney Steve Cannello, Marquette Police Chief Mike Angeli, Chippewa County Central Dispatch Director Tim McKee, and Michigan State Police Detective Sgt. Bill Smith. The candidates then participated in an interview with staff. The staff panel included Valerie Povey, Dan Wyers, Darien Neveu, Jason Thorpe, and Mickey Castagne from the Chippewa County Prosecutor's Office. City Manager Nebel conducted the third interview with each of the candidates. Following this interview, each candidate was required to do a written essay to allow the interview committee to evaluate their writing skills. At the end of the interview process, all panelists met to discuss their findings. For all three interview panels two candidates finished on the top of the list. One of those candidates was John Riley, Public Safety Director for Center Line, while the other candidate was from Southwest Michigan. The latter candidate subsequently dropped out of consideration for this position.

Sgt. Mel Sparks was not an applicant initially for this position; however, Administration believed that it was appropriate to include Mel for consideration for the Chief's position. The interview panel felt that Mel was the strongest of the internal candidates and should be considered along with John Riley. As a result, both candidates participated in a grueling day-long psychological evaluation that is done by Dr. John Haskins, a Psychologist who specializes in employment screenings.

The final step in the process was conducting a site visit to Center Line, Michigan to meet with various people who have worked in various capacities with Public Safety Director John Riley. Valerie Povey, Det. Sgt. Mike Langendorf, and City Manager Nebel participated in this site visit.

In addition to these steps, Valerie Povey did a comprehensive background and criminal check on the candidates and checked with references and non-references regarding the experience people had had with John Riley.

John Riley interviewed very well with the City panels with the panels believing that he was well qualified to be Chief for the City of Sault Ste. Marie. The psychological evaluation also confirmed that he is a very intelligent individual who is well prepared to be Chief.

Following this process, City Manager Nebel believes that the best fit for the Chief's position is John R. Riley, Public Safety Director for the City of Center Line.

John Riley was hired in 1986 as a Public Safety Officer in the City of Center Line. In 2006, Mr. Riley retired as Supervisor of the Detective Bureau. Following his retirement, Mr. Riley completed his Bachelor's Degree in Public Safety Administration. He also worked as a project leader for the Public Safety Program at Baker College during this time. The City of Center Line asked for him to come back as Interim Director of Public Safety after the Director prior to him retired, and that is the position that John has filled since 2008 for the City of Center Line.

January 31, 2011

John Riley obtained an Associate's Degree in Law Enforcement/Criminal Justice from Macomb Community College and then went on to Baker College to obtain a Bachelor of Leadership in Public Safety Administration from that institution in 2007. He has participated in the Michigan Police Executive Development Seminar, he is certified through MCOLES as a Police Officer, and also has obtained Fire Certification through the Michigan Fire Fighter Training Council. He is a member of the International Association of Chiefs of Police, Michigan Association of Chiefs of Police, FBI Law Enforcement Executive Development Association, and the Fraternal Order of Police.

It is City Manager Nebel's intent to appoint Mel Sparks a Captain.

City Manager Nebel believes that John Riley in partnership with Mel Sparks will have a very positive impact on addressing various issues necessary to move the department in a positive direction through these challenging times.

Moved by Commissioner Munsell, supported by Commissioner Stefanski

That the City Commission confirm the City Manager's appointment of John R. Riley as Police Chief for the City of Sault Ste. Marie effective February 28, 2011.

That the City Commission authorize a salary of \$70,500 as pay for this position, along with other benefits provided to Department Heads with the added option of taking one day off per month without pay with those days being approved by the City Manager.

Carried: Yeas: Mayor Bosbous, Commissioner Gerrie, Munsell, and Stefanski
Nays: Commissioner Lynn

Federal Building Project (a) Approval of Change Order R (b) Approval of Change Order Q (c) Authorization for an agreement for Interior Furniture Specifications:

Attached are Change Orders R and Q for the Federal Building as well as a proposal for assistance on interior furniture selection for the Federal Building.

Change Order R addresses a number of issues relating to various items that have been addressed or will be addressed in the construction of the Federal Building. These items range across a number of the subcontractors working in the building and are generally to adjust issues that were not included in the original specifications or had to be changed in order to properly construct the projects. The total amount of Change Order R is \$23,421.61.

Change Order Q addresses cabinetry that was not included in the original project, installation of new handrail and guardrail on the north steps heading down to

January 31, 2011

the basement as well as a number of smaller items that were not included in the specifications that needed to be completed in order to build the project. Change Order Q is for \$38,917.90.

The third item administration is asking the Commission to authorize its assistance with the specification for bidding for internal furniture. Administration will be utilizing a combination of existing office furniture as well as new office furniture in the building. In order to get this effort done, administration would like to work with Cornerstone Architects to assist in developing the specs and the general selection of furniture for those areas for which new furniture will be included in the building. Cornerstone has provided a proposal to assist as outlined in the amount of \$11,200.

Moved by Commissioner Lynn, supported by Commissioner Stefanski

That the City Commission authorize Change Order R in the amount of \$23,421.61.

Carried: Yeas: Commissioner Gerrie, Lynn, Munsell, Stefanski, and Mayor Bosbous
Nays: None

Moved by Commissioner Gerrie, supported by Commissioner Munsell

That the City Commission authorize the approval of Change Order Q in the amount of \$38,917.90.

Carried: Yeas: Commissioner Lynn, Munsell, Stefanski, Mayor Bosbous, and Commissioner Gerrie
Nays: None

Moved by Commissioner Lynn, supported by Commissioner Munsell

That the City Commission table authorizing execution of a Proposal for Architectural Services in development of specifications for the purchase of interior furniture, where necessary, in the Federal Building till the February 7, 2011 City Commission meeting.

Carried: Yeas: Commissioner Munsell, Stefanski, Mayor Bosbous, Commissioner Gerrie, and Lynn
Nays: None

Moved by Commissioner Lynn, supported by Commissioner Stefanski

That the meeting adjourn at 12:40 p.m.

January 31, 2011

Motion carried unanimously.

ANTHONY G. BOSBOUS, MAYOR

ROBIN R. TROYER, CITY CLERK

January 31, 2011