



Special/Study Session Meeting
6:30 p.m., Wednesday, January 29, 2020
Conference Room
23600 Liberty Street
Farmington, MI 48335

FINAL

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on January 29, 2020, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:30 p.m. by Mayor Sara Bowman.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Clerk Mullison
City Manager Murphy
City Attorney Schultz

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Taylor, Councilmember

3. PUBLIC COMMENT

No public comment was heard.

4. DISCUSS INTERVIEW PROCESS AND SCREEN APPLICATIONS

Mayor Bowman began the discussion by setting expectations for this meeting. She summarized the process to date and outlined her goals for the meeting. She noted some points to consider as Council developed a plan for appointing someone to fill the recent Council vacancy, including keeping a level playing field for all applicants and remembering that some seeking the appointment were more familiar to Council than others. Bowman had asked Murphy to assemble some representative general questions from other municipalities for a similar position to consider so that all interviewees could be compared in a general way.

After much discussion, Council chose to interview all nine applicants on February 10th and February 11th at 6:00 pm in Council Chambers. They deliberated on time limits and forms of questioning and settled on 30 minutes for each interview with the first part being standard questions asked of all and the second part allowing each councilmember three minutes to ask more directed questions depending on the applicant's interests and experience. They plan to have five candidates on the first night and four on the second, allowing themselves time for discussion after all candidates have been interviewed. It is still on the timeline to deliberate and vote on the appointment at their regular meeting on March 18th, but it's possible that they will make a decision on February 11th if there is a clear consensus. Further discussion followed about the details of how to decide on questions to ask and the scheduling of applicant interview appointments.

Council members were directed to send suggestions for general questions to the City Manager by February 4th and, after compiling and comparing, he will send a concise list of questions back to Council via email on February 6th.

City Attorney Schultz weighed in on questions of past practice, adherence to the Open Meeting Act requirements, and fair and legal interview questions. He suggested that Council could contact individual applicants after the formal interview if follow up questions were desired.

A recess was taken from 7:22 pm to 7:26 pm.

Murphy was directed to set up an interview schedule by contacting applicants in a random order and making interview appointments. He was also tasked with obtaining a way to allow one candidate to interview from a remote location, as the applicant will be out of town over the interview dates. Methods of comparison were discussed and voting options were considered. Several councilmembers requested public discussion of the candidates before holding any vote. Schultz suggested that a first vote may be voting on how to conduct a vote.

5. OTHER BUSINESS

No other business was heard.

6. PUBLIC COMMENT

Joy Montgomery, 22750 Maple Ave, made suggestions to Council on how to interview for this vacancy.

Kevin Lieberum, 23900 Pickett, suggested inviting other boards to the Council vacancy interviews to meet prospective members and also suggested that Council send a question to applicants, allowing them to talk to topic for five minutes.

7. COUNCIL COMMENT

Schneemann complimented Bowman on coverage of this process

9. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	Schneemann, Councilmember

The meeting adjourned at 7:56 pm.

Sara Bowman, Mayor

Mary J. Mullison, City Clerk

Approval Date: February 18, 2020