



MINUTES

AD HOC LEGAL SERVICES REVIEW COMMITTEE

Monday, November 03, 2025

5:00 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order

The November 3, 2025, Ad Hoc Legal Services Review Committee meeting was called to order at 5:00 PM by Village Manager McClary.

2. Roll Call and Determination of Quorum

PRESENT

Village Manager Darwin McClary

Chief Mark Amundson

Council Member George Dandalides

Council Member Alex Comparoni Jr

Council Member Eric Papacek

STAFF PRESENT

Clerk/Treasurer Sonja Stout

3. Call to the Public

None.

4. Other Items

A. Election of Chairperson

MOTION made by Council Member Dandalides, Seconded by Chief Amundson to nominate Village Manager McClary as Chairperson.

VOTING YEA: Dandalides, Amundson, Papacek, Comparoni, Jr, McClary

VOTING NAY: None

MOTION: Carried

B. Review of Purpose of Committee

Village Manager McClary explained that the purpose of the Ad Hoc Legal Services Committee is to develop a rating system for the legal services proposals received on October 22, 2025, review and evaluate those proposals, prepare interview questions, conduct firm interviews, and present a recommendation to Council by the first meeting in December 2025.

C. Process for Review and Selection of Legal Services Firm

Village Manager McClary reviewed the previous process, noting that no formal rating system had been used in prior years and that all firms were interviewed. He recommended implementing a weighted rating system based on the Request for Qualifications/Proposals criteria and suggested interviewing the top three to four firms, with a recommendation to Council at the first meeting in December.

Council member Dandalides asked whether charges for services such as on-site libraries should be part of the rating system. Village Manager McClary advised that such topics would be better addressed during interviews.

Chief Amundson asked if the weighting was consistent with past practice. Village Manager McClary stated there had been no formal weighting previously. Chief Amundson also raised concern about pricing being weighted too heavily; Village Manager McClary said pricing could be adjusted and was not a major factor. Council member Dandalides noted pricing currently represented about 9% of total points and is typically negotiable.

Discussion was held regarding the rationale for the weighted system and the specific requirements outlined in the Request for Proposal. Council member Papacek asked about areas of specialty, and Village Manager McClary noted that broader areas of specialty were preferable.

MOTION made by Chief Amundson, Seconded by Council member Comparoni, Jr to change the pricing proposal multiplier from 5 to 3.

VOTING YEA: Dandalides, Amundson, Comparoni, Jr, McClary

VOTING NAY: Papacek

MOTION: Carried

MOTION made by Council member Dandalides, seconded by Council member Papacek, to approve the proposed legal services rating form with the current revision adjusting the pricing multiplier from 5 to 3.

VOTING YEA: Dandalides, Amundson, Papacek, Comparoni, Jr, McClary

VOTING NAY: None

MOTION: Carried

Village Manager McClary suggested that at the next meeting, each committee member bring back the completed rating forms for all proposals. The committee will then schedule interview dates and finalize questions for the top three firms. Council member Dandalides asked whether the ratings should be done individually or collectively. Village Manager McClary clarified that

members would review proposals individually and then rate the firms collectively at the next meeting(s).

Chief Amundson stated he intends to recommend the current firm, Beier and Howlett, and noted that selecting any firm with additional costs would require a budget amendment from the Police Department. Council member Papacek noted the value of reviewing a few firms at a time rather than individually. Discussion followed regarding scheduling the next meeting.

MOTION made by Council member Comparoni, Jr., seconded by Council member Papacek, to schedule the next meeting for November 17, 2025, at 5:00 PM as a hybrid meeting, with in-person attendance in the Conference Room for those who can attend and Zoom access for those who cannot. The meeting will include review of the firms Beier & Howlett, Secrest Ward, and GMH.

VOTING YEA: Dandalides, Amundson, Papacek, Comparoni, Jr, McClary

VOTING NAY: None

MOTION: Carried

Chief Amundson stated he had no complaints with the current firm, Beier & Howlett, and would be recommending that firm because the Police Department has an effective working relationship with them. He noted that they provide additional training to the department and emphasized that problems should be identified before solutions are pursued.

MOTION made by Chief Amundson, seconded by Council member Comparoni, Jr., to recommend Beier & Howlett to Village Council.

Council member Dandalides stated that while a change may not be necessary, it is important to review the process to ensure the current arrangement is appropriate. He noted that even if nothing is broken, the review is a valuable confirmation and stopping the process would contradict Council's intentions. Council member Papacek agreed with this sentiment.

Council member Comparoni, Jr., expressed concern that the process would be a waste of time if Beier & Howlett were selected. Council member Dandalides suggested that he could switch with another council member if he felt it was a waste of time. Village Manager McClary emphasized that the process is beneficial and fulfills the Council's desire for periodic review.

Chief Amundson added that feedback from other municipalities highlights the importance of strong relationships between prosecutors and municipalities. Village Manager McClary noted that it is also owed to the firms that submitted proposals to review them thoroughly.

MOTION withdrawn by Chief Amundson, seconded by Council member Comparoni, Jr.

Village Manager McClary stated that he would send the PDF of the legal services proposal rating form to each committee member.

5. Adjournment

MOTION made by Council Member Comparoni Jr., seconded by Chief Amundson to adjourn the November 3, 2025 Ad Hoc Legal Services Review Committee meeting.

VOTING YEA: Dandalides, Amundson, Papacek, Comparoni, Jr, McClary

VOTING NAY: None

MOTION: Carried

The November 3, 2025 Legal Services Review Committee meeting adjourned at 6:04 PM.

Darwin McClary
Chairperson

Sonja Stout
Clerk/Treasurer

Date Approved: as presented on November 17, 2025