

**WARREN CITY COUNCIL
SPECIAL MEETING
JUNE 1, 2022 – 7:00 PM**

OPENING OF MEETING

Mayor Wortman presided over the June 1, 2022, special meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance.

ROLL CALL

Members present and responding to roll call were: Mayor David Wortman, Maurice Cashman, Philip Gilbert (via Zoom), Wendy McCain, Joe Michaels, Jared Villella, and John Wortman. Teena Leary, Assistant City Clerk, was also present.

RECOGNITION OF VISITORS

Mayor Wortman welcomed all visitors. Present were:

- Mark Espin: Pickleball
- Lynn Espin: Pickleball
- Sally Moldovan: Pickleball
- Ann Buerkle: Pickleball
- Kim Anderson: Pickleball
- Terry Borger: Pickleball
- Marlene Sandberg: Pickleball
- Mark Borger (via Zoom): Pickleball
- R. Keith Price: Pickleball
- Cindy Price: Pickleball
- Kathy Prindle: Pickleball
- Josh Cotton: Times Observer Reporter

PICKLEBALL COURT RULES

Terry Borger, Marlene Sandberg, Mark Espin, and Kim Anderson addressed Council and noted their concerns regarding the Pickleball Court Rules which were posted at the courts located at Beaty Park on June 1.

Mr. J. Wortman made the motion to postpone implementation of the pickleball rules slated to take effect on June 1, to direct that the pickleball rules signs be removed, and to hold a work session regarding pickleball. The motion was seconded by Mrs. McCain and carried unanimously.

APPROVAL OF THE AGENDA

Mr. Cashman made the motion to approve the agenda as presented. The motion was seconded by Mrs. McCain and carried unanimously.

Mr. J. Wortman made the motion to amend the agenda by adding postponement of the pickleball rules slated to take effect June 1. The motion was seconded by Mr. Cashman and carried unanimously.

PROCESS TO BE UTILIZED IN THE CITY MANAGER SEARCH

Mrs. Leary noted that, at the May 16 regular meeting, Council accepted Nancy K. Freenock's notice of her intent to retire as City Manager as of August 22, 2022. Therefore, it is necessary to establish the process for selecting her successor and, if deemed appropriate, to select a firm to facilitate the search.

The Pennsylvania Municipal League (PML) provided referrals for two firms which specialize in conducting municipal executive officer searches. At Mayor Wortman's request, the firms submitted proposals as follow:

1. GovHR Recruitment Services submitted a proposal in the amount of \$23,500 for its Full Recruitment and Selection Process package. The included services were outlined in the provided flyer.
2. Strategic Government Resources (SGR) submitted a proposal in the not-to-exceed amount of \$24,900; certain costs outlined in the proposal are not included in this amount. The Proposal for Executive Recruitment Services was provided along with the SGR Component Services Flyer.

At the conclusion of discussion, Mayor Wortman indicated that he will contact the above firms for further information regarding their services and pricing and will inquire as to whether the City may select "a la carte" services. He will also contact J L Nick & Associates of Erie, PA, regarding its services.

CITY COUNCIL VACANCY

Mrs. Leary noted that, at the May 16 regular meeting, Council member Joe Michaels' notice of his resignation from Council to be effective July 31 was presented to Council.

In accord with Chapter C, Article IV, of the Home Rule Charter, any vacancy in an elected office is to be filled by a vote of Council within thirty (30) days after the occurrence of such vacancy. Any person so appointed shall have the same qualifications as those set out for persons elected to the office. Mr. Michaels served less than eighteen months of his elected term; therefore, in accord with the Charter, the appointee shall serve until Council's next organizational meeting which will be held on January 2, 2024. The individual elected during the 2023 November General Election to fill the balance of the vacated term will be seated at the organizational meeting, and will serve the remainder of the term (expires Dec. 31, 2025).

Mrs. Leary stated that, in the case of past vacancies, Council invited interested persons to submit a letter of intent and a resume to the attention of the Assistant City Clerk. The application materials were then assembled and provided to Council members for their review. It was suggested that the vacancy be advertised with application packages being due to the Assistant City Clerk not later than 4:30 PM on Friday, July 1; copies will be distributed to Council for review prior to the July 18 regular Council meeting.

Mr. J. Wortman made the motion to authorize City Staff to proceed with the advertisement and receipt of application materials regarding the seat that will be vacated by Joe Michaels with the appointee to be a seated member of Council until January 2, 2024 and setting 4:30PM on July 12 as the deadline for submission of the application packages. The motion was seconded by Mr. Villella and carried unanimously.

ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned.