



MINUTES

AD HOC LEGAL SERVICES REVIEW COMMITTEE

Tuesday, February 03, 2026

4:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The February 3, 2026, Ad Hoc Legal Services Review Committee Meeting was called to order at 4:31 PM by Village Manager McClary.

2. Roll Call and Determination of Quorum

PRESENT

Council Member Alex Comparoni Jr

Council Member George Dandalides (via Zoom)

Council Member Eric Papacek

Village Manager Darwin McClary

Police Chief Mark Amundson

STAFF PRESENT

Clerk/Treasurer Sonja Stout

3. Minute Approval

A. Approval of Minutes of December 15, 2025, Meeting of the Legal Services Review Committee

MOTION made by Council Member Comparoni Jr., Seconded by Chief Amundson, to approve the Minutes of the February 3, 2026 Ad Hoc Legal Services Review Committee Meeting, as presented.

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

VOTING NAY: None

ABSENT: None

MOTION: Carried

4. Call to the Public

None.

5. Other Items

A. Contract Negotiations with Giarmarco, Mullins & Horton

Village Manager McClary opened the meeting by requesting any recommendations from the Committee regarding the Giarmarco, Mullins & Horton (GMH) contract.

Chief Amundson presented the following recommended changes:

- **Item 1.L.** Strike the phrase “as the Council may request” and add “as part of the Village’s regular enforcement and prosecutorial functions.”
- **Item 3. Statements for Legal Services.** Add the following language: “Any attorney fees or costs that are advanced and not paid within 30 days after a statement is submitted will accrue interest at a rate of seven percent per year until paid.”
Chief Amundson also recommended changing the payment timeframe from 30 days to 90 days in the statement “the Village agrees to pay each statement within 30 days,” noting that Village check processing may take two to three weeks.
- **Item 4. Expenses.** Add “or reasonable onboarding and transition activities associated with the commencement of services under this contract” to the first sentence. Add “Mileage reimbursement shall be billed at the applicable Internal Revenue Service (IRS) standard mileage rate in effect at the time of travel.” Add the phrase “reasonable and necessary” to the subsequent sentence.

Village Manager McClary asked if any other Committee members had additional suggestions. The Committee responded that there were none.

Village Manager McClary then presented the following recommended changes:

- **Item 1.A.** Strike the word “members” after “Council” and add “In accordance with Village Council policies” after “Village Manager.”
- **Item 1.C.** Strike the word “provides” at the beginning of the sentence.
- **Item 1.D.** Strike the phrases “officials and employees in” and “their.”
- **Item 1.F.** Replace “prepares” and “reviews” with “prepare” and “review.”
- **Item 1.H.** Change “representation of” to “represent” and add “unless otherwise appointed by the Village’s insurance carrier.”
- **Item 1.N.** Add “outlined in GMH’s proposals for service dated October 21, 2025” after the word “services.”
- **Item 6. Liability Insurance.** Revise the language from “shall provide a certificate of insurance to the Village naming the Village as a certificate holder, upon request” to “shall provide certificates of insurance to the Village naming the Village as a certificate holder.”

Village Manager McClary also recommended adding “Darwin McClary, Village Manager” to the signatory line.

MOTION made by Council Member Comparoni, Jr., Seconded by Chief Amundson, to approve the recommended changes to the Giarmarco, Mullins & Horton (GMH) contract as presented by Village Manager McClary and Chief Amundson, and to recommend the contract to the Village Council for approval.

VOTING YEA: Comparoni Jr, Dandalides, Papacek, McClary, Amundson
VOTING NAY: None
ABSENT: None
MOTION: Carried

Village Manager McClary stated that he would like Giamarco, Mullins & Horton (GMH) to email him the updated changes so the item could be placed on the Village Council agenda. Upon approval by the Village Council and execution of the contract, the Village would be able to begin services with Giamarco, Mullins & Horton (GMH) immediately.

6. Adjournment

MOTION made by Council Member Comparoni, Jr, Seconded by Chief Amundson, to adjourn the February 3, 2026, Ad Hoc Legal Services Review Committee Meeting.

VOTING YEA: Comparoni Jr, Dandalides, Papacek, McClary, Amundson
VOTING NAY: None
ABSENT: None
MOTION: Carried

The February 3, 2026, Ad Hoc Legal Services Review Committee Meeting adjourned at 4:52 PM.

Darwin McClary
Chairperson

Sonja Stout
Clerk/Treasurer

Date Approved: