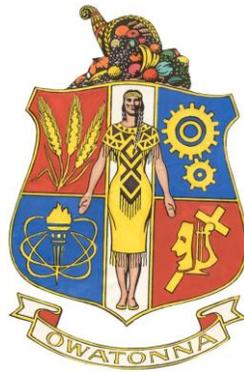


# THE CITY OF



# OWATONNA

Office of City Administrator  
Kris M. Busse, City Administrator  
Jeanette Clawson, Admin Specialist

540 West Hills Circle  
Owatonna, MN 55060-4794  
Ph. (507) 774-7341  
FAX: (507) 444-4394

Email: [Jeanette.Clawson@ci.owatonna.mn.us](mailto:Jeanette.Clawson@ci.owatonna.mn.us)

DATE: June 10, 2021  
TO: Honorable Mayor, City Council Members and City Administrator  
FROM: Jeanette Clawson, Administrative Specialist  
SUBJECT: Fame Awards Purchases

**Purpose:**

Council to approve Resolution 69-21 authorizing purchases of miscellaneous recognition products from Fame Awards.

**Background:**

The City has purchased recognition products: Community Service Recognition plaques, Central Fountain cast bronze plaques, Previous Commission Member plaques, name plates and a flower box plate from Fame Awards. This business is owned by Doug Voss, a current Council Member At-Large for the City of Owatonna. On Council's Agenda is approval of payment to Fame Awards in the sum of \$3,702.00.

State Statute prohibits a City Council member from having a personal financial interest in a contract with the City. However, the statute provides a number of exceptions. The council may, by unanimous vote, contract for goods and services with an interested officer in certain enumerated situations, including "a contract for which competitive bids are *not* required by law." Competitive bids are not required for contracts less than \$100,000.00. When a City contracts with a public official for which no competitive bid is required, certain steps must be followed, including:

- (1) That the council adopt a resolution authorizing the contract which includes a statement that the contract price is as low as or lower than the price for which the commodity could be obtained elsewhere;
- (2) That before payment is made to the public official, the public official must file with the city clerk an affidavit stating that to the best of the officer's knowledge the contract's price is as low as or lower than the price at which the commodity could be obtained from other sources;
- (3) That the council must approve the contract by unanimous vote; and
- (4) The public official must abstain from voting on the matter;

**Budget Impact:**

The budget impact is the amount of these purchases, \$3,702.00.

**Recommendation:**

Staff recommends adoption of Resolution 69-21.

RESOLUTION NO. 69-21

A RESOLUTION AUTHORIZING CONTRACT WITH FAME AWARDS  
PURSUANT TO MINN. STAT. §§ 471.87-89

WHEREAS, the City of Owatonna desires to purchase certain recognition products including nameplates, medallions, and awards); and

WHEREAS, Douglas V. Voss, owner of Fame Awards, is a City Council member of the City and will be financially interested in the contract; and

WHEREAS, the contract in the sum of \$3,702.00 is not one that is required to be competitively bid. and

WHEREAS, Councilmember Voss has signed an Affidavit of Official Interest in Claim as required by law. and

WHEREAS, the contract price of \$3,702.00 is as low as, or lower than, the price at which the goods can be obtained elsewhere at this time.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owatonna, Minnesota as follows:

1. The City Clerk-Treasurer is directed to make the above-mentioned purchases on behalf of the City from Fame Awards for a price of \$3,702.00.
2. The Mayor and City Clerk-Treasurer are directed to issue an order-check to pay the claim upon the filing of an affidavit of official interest by the interested official pursuant to Minn. Stat. § 471.89.
3. This resolution is adopted pursuant to Minn. Stat. §§ 471.87-89.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021, with the following vote:

Aye \_\_\_\_\_; No \_\_\_\_\_; Absent \_\_\_\_\_; Abstain \_\_\_\_\_.

Approved and signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Thomas A. Kuntz, Mayor

\_\_\_\_\_  
Kris M. Busse, City Administrator