

President Dan Kaman called the meeting to order at 5 p.m.

The clerk called **the roll** and the following commissioners responded: John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole, Pervis Brown and Dan Kaman.

City staff present: Todd Roth – Engineer, Paul Ricci – Fire Chief, Tom Whitted – IT Manager, Don Icsman – Law Director & Acting City Manager, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

ORDINANCE 11-061: It is requested an Ordinance be passed **authorizing and directing the city manager to enter into an agreement with The Novak Consulting Group of Cincinnati, Ohio, for executive search services in the recruitment and selection of a new city manager;** and declaring that this Ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Diedre Cole and second of Dave Waddington, the commission voted to adopt this Ordinance under suspension of the rules and in accordance with Section 14 of the city charter.

Discussion: Julie Farrar thanked the commission for the extra time provided to read through this information and said she is comfortable with this company. Pervis Brown said The Novak Consulting Group has been in existence since 2009 and has not conducted searches for a city manager. Pervis Brown said he would like to see some other companies, for comparison purposes, and is not comfortable with only one vendor to choose from. Dick Brady asked Pervis Brown if he had an opportunity to read through the proposal as The Novak Consulting Group recently recruited for a new city manager in Dublin, Ohio. Dick Brady said the company was purchased by Julie Novak in 2009 and she previously was employed by them; he said the credentials of the employees span two decades. Dick Brady said these individuals were educated at the University of Kansas, the preeminent college for public sector administration employment and this played a large role in his selection of The Novak Consulting Group. Dick Brady said this company is not a large recruitment firm, but is a firm with senior level consultants who use a specific method to recruit. Dick Brady said this company is based in Cincinnati, Ohio and they are not novices in the industry. Dave Waddington said these consultants have significant directed experience with local government management professionals. Dave Waddington said when he reviewed their proposal, he was more than pleased. Julie Farrar said this company seems to have a lot of experience in recruiting top level CEO's for municipalities and is pleased with the packet of information.

Roll call on the motion: Yeas: John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Dan Kaman, 6. Nays: Pervis Brown, 1. The President declared the motion passed.

Upon motion of Dave Waddington and second of John Hamilton, the commission voted to allow Dick Brady to handle all communications with The Novak Consulting Group.

Discussion: Dave Waddington said he would like to have one person handling this process for the city directly through Dick Brady so that things are kept consistent. Julie Farrar asked if this would include all media relations and Dave Waddington said "yes", there should be one voice from the city commission, at least until the selection of the final three candidates. Pervis Brown said this is inappropriate and believes it should be the mayor's job function and duty rather than another commissioner. Diedre Cole said she is comfortable with Dick Brady handling this process, but is not comfortable to only get an update once the final three candidates are chosen; she would like to be provided with updates as the process goes along. Dick Brady said the next city manager will be chosen by all seven commissioners and the people in the community and is how the process is designed to work. He said this will be a transparent process and information will be shared. Dick Brady said executive sessions will be held with the commissioners and the staff members of The Novak Consulting Group so that they (Novak) know what is expected of a city manager. He said the commissioners are an integral part of this process and there will be respect for the rights of privacy of the candidates applying for the job. He said there is a reasonable expectation that persons seeking this type of a position will have to their privacy and that public records will be complied with in the spirit of the law and nothing secretive will take place. Dick Brady said he will require weekly updates which will be shared with all of the city commissioners.

Roll call on the motion: Yeas: John Hamilton, Dick Brady, Julie Farrar, Dave Waddington, Diedre Cole and Dan Kaman, 6. Nays: Pervis Brown, 1. The President declared the motion passed.

Upon motion of Diedre Cole and second of Dave Waddington, the commission voted to adjourn the special session at 5:12 p.m. All Ayes. The President declared the motion passed.

Kelly L. Kresser
Clerk of the City Commission

Daniel J. Kaman
President of the City Commission