

**Town Council Minutes
Morehead City, North Carolina**

**Thursday, March 27, 2012 at 8:00 a.m.
Special Meeting**

The Honorable Council of the Town of Morehead City met in Special Session on Tuesday, March 27, 2012, at 8:00 a.m., in the Webb Memorial Library, 812 Evans Street, Morehead City, North Carolina. The purpose was a presentation and discussion by the Executive Search Firms of Springsted, Inc., and Wilder Consulting in addition to adopting Resolution 2012-18 Reaffirming Support for Construction of a Fixed Span Bridge over Gallants Channel. Those in attendance were:

MAYOR:	Gerald A. Jones, Jr.
MAYOR PRO TEM:	Harvey N. Walker, Jr. [Left the meeting at 8:45 a.m. & returned at 10:00 a.m.]
COUNCIL:	George W. Ballou William F. Taylor Demus L. Thompson Diane C. Warrender
INTERIM CITY MANAGER:	Pete Connet
CITY CLERK:	Jeanne M. Giblin
OTHERS:	Mark Hibbs, Reporter, THE CARTERET NEWS TIMES; William H. Wilder, John A. Anzivino

Mayor Jones opened the meeting at 8:10 a.m.

Interim City Manager Connet advised that the Council reviewed the proposals for the City Manager search which were submitted by five [5] consulting firms. The Council requested that two [2] of the firms, Springsted, Inc., and Wilder Consulting, be further interviewed individually by the Council.

John A. Anzivino of Springsted, Inc.

Interim City Manager Connet introduced John A. Anzivino of the Springsted firm which has been in service for over 50 years.

Mr. Anzivino distributed packets of information on his firm. He stated that his firm understands the mechanism of local government, is a preferred service provider for the North Carolina League of Municipalities [NCLM] and only works with the public sector. He continued that he worked in local government for 27 years. His firm has many contacts and understands coastal and resort based communities. His firm engages with the government body and takes a lot of time understanding the needs of the community. His firm would take the City through the entire process of finding and hiring a city manager. His firm has worked with communities with a population of 300 to over 300,000.

Upon a question as to why Morehead City would go through the expense of hiring a consulting firm rather than doing the process in-house, Mr. Anzivino replied that there is much detail that goes into the process which includes: 1] Identifying wanted characteristics of a City Manager; 2] Recruitment; and 3] Screening. With his firm the process would run smoothly, Morehead City would get candidates that meet the City's preferred profile. His firm also has the expertise to do the vetting process. His firm keeps in touch with the selected manager and does follow up after the hiring process also as his firm needs to know if it was a "good fit".

Councilman Taylor stated that stability and professionalism are two traits which he would like to see in the candidates selected.

Mr. Anzivino stated that his firm could present up to ten [10] candidates which would be fully vetted. He detailed the information which the Council would receive on the candidates. He spoke about the type of candidates and career records his firm would present and stated his firm does not bring candidates which have cycled through communities on a two [2] year basis.

Councilwoman Warrender spoke about the current situation in Greenville where the city manager resigned over an issue on which he did not agree with the council, however, she stated that she respects that type of individual.

Councilman Ballou stated that Morehead City was a small town community and questioned what appeal it would have to get good candidates.

Mr. Anzivino stated that Morehead City is a coastal community, a good looking, quiet town with a stable governing body and a positive situation following a long term manager. City managers also like challenges and a sense of fulfillment.

Councilman Taylor was concerned about a potential candidate looking for a position here at the coast as a step toward retirement.

Mr. Anzivino stated that the background checks usually include criminal, academic, driving, credit, civil, etc. He spoke about the current state of the economy and the affect it may have on the credit scores of the individual candidates. He continued that managers by character are upwardly mobile individuals who require challenges. Quality of life issues are also important especially if the manager has children.

Interim City Manager Connet stated that North Carolina has a good reputation of support and is a good state in which to be a city manager.

Mr. Anzivino stated that the North Carolina League of Municipalities and the School of Government do a phenomenal job educating and supporting city managers.

Councilman Thompson commented that he would expect the candidates to also know about Morehead City.

Mr. Anzivino stated that his firm could be present at the interviews to make sure everything goes well and to assure there are no inconsistencies, however, his firm does not make the decision for the City.

Councilwoman Warrender questioned if the Council needed to be prepared for a salary increase for the position.

Mr. Anzivino stated his firm would do a market survey to give the Council a sense of the salary range.

Councilwoman Warrender commented that Carteret County hired a retired military career individual who was able to stabilize the government, but had a military style of management.

Mr. Anzivino replied that this is happening more and more, however, there are different personalities for different individuals and military personnel usually have excellent training, are good directors and are well educated. If the Council wanted, this characteristic could be part of the pool of candidates.

Mayor Jones commented that to him personality was the most important quality. Morehead City wants a good people person.

Mr. Anzivino advised that the potential candidates should have a structured interview followed by a more personal interview. He advised not to schedule more than three [3] interviews in one [1] day and spoke about how his firm structures the interviewing process. He spoke about the different ways of handling the expenses of the candidates and offered that the City may prefer to initially skype those individuals coming from a great distance. He advised that the final three [3] candidates should have personal interviews. He spoke about advertising the position and the approximate costs incurred for this.

Adopt Resolution 2012-18 Reaffirming Support for Construction of a Fixed Span Bridge over Gallants Channel

Mayor Jones stated that at the request of the Carteret County Commissioners and the Coast Guard that the attached resolution was offered so that Morehead City would reaffirm the position as previously stated for a fixed span bridge over Gallants Channel.

Councilman Thompson MOVED, seconded by Councilwoman Warrender, and carried unanimously, [Councilman Walker absent] to adopt Resolution 2012-18 Reaffirming Support for Construction of a Fixed Span Bridge over Gallants Channel. [Resolution 2012-18 is attached to and made a part of these minutes.]

William H. Wilder of Wilder Consulting

Mr. Wilder stated that he was the Human Resources Director for the City of Charlotte, N.C., for a number of years before starting his own managerial firm. He continued that he has spent some time in Morehead City and is familiar with the dynamics of the City. He gave greater detail about his background saying he was a native Floridian and worked in Charlotte for 25 years in human resources. He spoke about completing his Masters Degree in Business Administration from the University of Charlotte.

He continued that he enjoys the search work. It is a challenge with the goal of finding the best person for the organization. That individual has to be tailored to the specific entity. His firm has done a number of searches for department heads and has done some for city managers. His firm also does organization studies, internal assessments and investigations. He has associates who also do the project work. He spoke about his contracts across the region, but stated that his first priority is the work he does for his firm and that he had the ability to fast track the search process. His firm has done previous work for beach and resort-type communities.

Upon a question from Councilman Thompson, Mr. Wilder described the traditional way of a manager search and the fast track method which he believed would work well for Morehead City. He commented that currently there are eight [8] to ten [10] vacancies on the NCLM website and from the candidates' viewpoint there are a lot of available offers. He continued that the good managers will be looking at potential offers. The goal of Morehead City is to be able to compete with other entities and get the type of candidate wanted. He promised he would do anything possible and necessary to get the right candidate and would work in tandem with the Council to keep things moving. He stated that part of the process would be marketing Morehead City and the area. Candidates will be looking at amenities, school systems, recreational facilities, salaries, benefits, etc.

Mr. Wilder reported that the traditional method is to do a lot of research on the community and to identify what the City is looking for in a city manager. This information gets placed in a profile document and is used to derive the advertising for the position. It is also used to evaluate the candidates. The fast track process uses just enough information from the community to develop the ad. The City then allows the ad to work and have people show interest while continuing to develop the profile. The firm would then meet with department heads, focus groups from the community, city attorney, retired manager and the rank and file employees of the city for further input.

He recommended that the ad run for at least one [1] month. During that time, his firm would be working on the profile to be ready to move ahead with the first screening to identify the top ten [10] to 12 candidates. With regard to background checks, which will be done before the interview process, his firm uses a licensed professional investigator. He also recommended doing a personality and intelligence profile on the top five [5] candidates. He commented that doing so reduces risk, however, it has to be tempered with costs. He stated it could take approximately \$300 to \$400 for each candidate background check.

His firm would also help negotiate the package and contract for the chosen applicant. The candidates will know Morehead City and he stated he was turned off by individuals who do not do their homework for the position. He distributed a draft of an ad. His firm does a lot of networking and he recommended placing a salary range or salary dependent upon qualifications. He recommended Morehead City use the fast track approach which could be launched within a matter of days.

Upon a question from Councilwoman Warrender regarding hiring someone with a military background, Mr. Wilder replied that ideally related experience is good. However, a lot has changed in the military and someone with governmental experience has a "leg up". An individual from the military would have leadership qualifications but perhaps no

knowledge of the city manager process as there is a difference between managing in the military versus the public environment.

Upon a question from Councilman Walker as to why his firm would be the best choice, Mr. Wilder replied he has a strong background in government; he has been there and had a good career. He has seen the inner workings from a key position. He has interacted with department heads and elected officials. He prefers to work with small organizations. He is ethical, professional and tactful. He respected local officials and has a passion for what he does. Morehead City would get a complete package of knowledgeable professionals for the search. He would do whatever is necessary to make the process successful and will do it for what he believes is a reasonable rate. He understands that there would be a budget and that the Council owes a stewardship to the citizens. He would be open to different approaches in terms of his fees and expenses. He distributed a set of core questions for the input process for the profile.

Upon a question from Councilman Ballou on what Morehead City could offer the candidate, Mr. Wilder stated that the pluses are a coastal location and size of the community. A disadvantage would be the summer traffic and the heat and humidity. Morehead City offers a great package having a deep water port and its economic impact on the community is an upside.

In conclusion he thanked the Council for the opportunity to work with Morehead City, that he would do a good job and understood the need to keep within the budget and on time without sacrificing quality.

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The Council discussed the pros and cons of each of the presenting consulting firms.

Councilman Taylor stated he was impressed with the Springsted firm, but would possibly like to hear a presentation by the Mercer firm.

Interim City Manager Connet commented that the Springsted firm and the Mercer firm were comparable and that the Springsted firm is more active in the southeast region.

Councilwoman Warrender stated that the Springsted firm had a large North Carolina contact.

Mayor Jones stated that the City cannot put more work on the current Morehead City Human Resources Officer and needs to make a decision to hire a firm.

Councilman Taylor MOVED, seconded by Councilman Walker, and carried unanimously, to engage the services of Springsted, Inc., for the Morehead City Manager search.

The Council briefly discussed the Highway #70 median project and how the Committee members to review the firms for the traffic consultant study were chosen.

Councilman Ballou MOVED, seconded by Councilman Walker, and carried unanimously, to adjourn the meeting at 12:00 noon.

Gerald A. Jones, Jr., Mayor

Attest:

Jeanne M. Giblin, City Clerk