



CITY OF TALLMADGE
BOARD OF CONTROL
MEETING MINUTES

March 15, 2023

9:00 a.m.

Mayor's Conference Room

Members Present: Mayor David Kline, Finance Director Mollie Gilbride, Law Director Megan Raber, Director of Public Service Mike Rorar, President of Council Dennis Loughry

Meeting Chaired By: Mayor David G. Kline **Minutes:** Tish Rowland

Item 1: Call to Order and Approval of B.O.C. Minutes for the March 9th meeting: Mayor Kline called the meeting to order at 9:02 a.m.

Item 2: Adoption of Minutes: Mayor Kline moved to approve the Minutes of the March 9th B.O.C. meeting; seconded by Megan Raber. Vote to approve: 5/0

Item 3: Authorizing the Mayor to enter into a contract with inSITE Advisory Group, LLC for economic development consulting services without competitive bidding and appropriating the necessary funds. (This is authorized in Ord. 2023-36) Mayor Kline: inSITE is a group we vetted ourselves and I think they will be a great help with economic development. We took it to Council and they agreed. We're moving funds from the top line of personnel to the bottom line so this is not using new money. It's a retainer of \$5000 per month with an estimated 25 hours per month. I will not authorize going over 25 hours without having a very good reason and the company understands that. Raber: My understanding is that they do this type of work for other communities as well. Mollie Gilbride moved to approve; seconded by Dennis Loughry. Discussion: Loughry: The contract is with inSITE and not the person that we will be working with, correct? Mayor: Yes. Loughry: So, if that person leaves are we committed to the person they give us? Mayor: Yes. Raber: There should be an exit clause. Mayor: Item #5 states that 'Either party may terminate this agreement and/or any outstanding Statement of Work' and details the circumstances under which that can happen. Loughry: Thank you. Vote to approve: 5/0

Item 4: Additional Items: None

Adjournment: The meeting was adjourned at 9:06 a.m.