

**ADA TOWNSHIP ETHICS BOARD  
MEETING MINUTES  
MONDAY, APRIL 19<sup>TH</sup>, 2010**

The meeting was called to order at 6:16pm by Co-Chair Carol Seacord.

Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Co-Chair Carol Seacord, Keith Wolverton, Brian Schiffler and Mary Oele. Absent: Chair Jon Sarb.

Others present: None

Motion by Keith Wolverton and supported by Brian Schiffler to approve the agenda. Motion carried.

Motion by Brian Schiffler with support by Keith Wolverton to approve the minutes from the February 24<sup>th</sup>, 2010 meeting. Motion carried.

**UNFINISHED BUSINESS**

Of the Ethics Complaint Form, it was discussed that the first Monday of the month deadline for submitting the complaint form could be changed to the second Monday of the month, still allowing plenty of time to call a meeting of the Ethics Board and properly notice the meeting.

The changes to the Complaint Form recommended by Township Attorney Jeff Ammon were discussed, as well as the need for a more “user friendly” version of the form.

Motion by Brian Schiffler with support from Mary Oele to accept changes for the Complaint Form recommended by the Township Attorney, and to also incorporate small changes discussed by the Board. Motion carried. Clerk Burton agreed to make the changes and email the document to all Board members.

The Board also briefly discussed the need for a policy that contractors and consultants sign an agreement before any contract / employment commences that they have read, understood and will comply with the Standards of Conduct.

Supervisor Haga stated he will distribute a copy of the Standards of Conduct, and Complaint Form to all Township personnel.

**NEW BUSINESS**

None

**BOARD COMMENT**

Mary Oele commented on the “confidentiality” clause in the Standards of Conduct, and how she was approached several times by her friends asking questions about what it meant.

**PUBLIC COMMENT**

None

The next meeting will be held on Monday, July 19<sup>th</sup>, 2010 at 6:30pm.

The meeting was adjourned at 6:54pm by Co-Chair Seacord.