



**ADA TOWNSHIP ETHICS BOARD
MEETING MINUTES
MONDAY, OCTOBER 18, 2010**

The meeting was called to order by Chair Jon Sarb at 6:25 pm. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Co-Chair Carol Seacord, Keith Wolverton and Mary Oele. Absent: Brian Schiffelbein.

Motion by Carol Seacord, support by Keith Wolverton to approve the agenda... Yes – 4, No – 0, absent – 1. Motion carried.

Motion by Keith Wolverton, support by Carol Seacord to approve the minutes from the April 19, 2010 meeting. Yes – 4, No – 0, absent – 1. Motion carried.

UNFINISHED BUSINESS

The Board reviewed and discussed unfinished business from the February 24th meeting. It had been decided at that meeting to change the deadline for submitting the complaint form from the first Monday to the second Monday of the month.

Motion by Seacord, support by Wolverton, to approve the final draft of the Ethics Complaint Form, which includes the recommended changes from Township Attorney Jeff Ammon. He will review the document one more time; should he suggest any further changes, the Board will reconvene for approval. Clerk Burton will get final Ethics Complaint Form to Supervisor Haga who will distribute copies, along with the Ethics Board Standards of Conduct, to the Township staff. Yes – 4, No – 0, absent – 1. Motion carried.

The Board also discussed an ethics clause to include on contracts signed by contractors or consultants. It could be in the form of an “appendix” attached to a contract, and thus could be modified more easily. Supervisor Haga will contact the Township Attorney for advise on implementation.

NEW BUSINESS

The Board reviewed the Ethics Board's presence on the Township Website. Members concurred that there needs to be easier navigation to Ethics Board; meeting times need to be consistent; a statement of purpose needs to be composed and added, along with contact information for the voting members of the Board; the Chair, Jon Sarb will be the only member with a phone number; the list of members will have the Chair and Co-Chair listed first, the rest of the members in alpha order, and the non-voting elected officials would be listed separately.

PUBIC COMMENT

No public Comment.

The next meeting date for the Ethics Board will be January 17, 2011 at 6:15 pm, unless any complaints are filed by the second Monday of a month. A special meeting could be called to approve any additional changes the Township Attorney may suggest for the Ethics Complaint Form.

The meeting was adjourned by Chair Jon Sarb at 7:20 pm.