

**City of Milton Board of Ethics
Regular Meeting
Monday, April 27, 2009, 6:00 PM**

This summary is provided as a convenience and service to the public, media, and staff. It is not the intent to transcribe proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted and heard by the Board, but not quoted. This is an official record of the City of Milton Board of Ethics Work Session proceedings. Official Meetings are audio recorded.

AGENDA

- I. Call to Order – Chairman Todd Ashley
- II. Approval of the January 26, 2009 meeting minutes.
- III. Discussion on Adoption of a Complaint Form
- IV. Old Business
- V. New Business
- VI. Next Meeting Date
- VII. Adjourn

MEETING CALLED TO ORDER

Chair Todd Ashley called the Board of Ethics Work Session meeting to order for Monday, April 27, 2009 at 6:00 p.m., City Hall Conference Room 107-F.

ROLL CALL

Present:

Todd Ashley, Chair
Carol Lane, Vice Chair
Howard Drobos
Clint Johnson (arrived at 6:20 p.m.)

Present via telephone conference:

Joe Whitley

Not present:

Carol Cookerly
Kristin White

APPROVAL OF MINUTES

Chair Todd Ashley called the next agenda item, II. Approval of the January 26, 2009 meeting minutes.

Motion and Second: Howard Drobles made a motion to approve the January 26, 2009 meeting minutes. The motion was seconded by Carol Lane. There was no discussion. Vote: 4-0. The motion carried.

Chair Todd Ashley called the next agenda item, III. Discussion on Adoption of a Complaint Form.

Board Discussion:

Howard Drobles stated he had a couple of minor changes as follows:

- 1) Stated that on the front of the form where it says "adopted" the first letter of the word "adopted" should be a **capital "A"**
- 2) Stated that in Item IV., he believed there should be an addition after *please list in this space...If extra pages are needed, please copy this page and number the subsequent pages consecutively* as is also set forth in Item III. He stated if they need more space they may have to add pages.
- 3) Stated that in the same section where it says *and the like*, that those words should be removed and in place should insert **etc.**

Chair Todd Ashley reiterated changes and stated:

- 1) The word adopted on the front should begin with a capital "A."
- 2) In Items III and IV. add after *please list in this space...If extra pages are needed, please copy this page and number the subsequent pages consecutively.*
- 3) In same section, strike the words *and the like*, and add *etc.* in its place.

Chair Todd Ashley called for any other comments.

Carol Lane asked about the Tennessee references.

Chair Todd Ashley stated he had condensed some of the Tennessee paragraphs as some of them asked for the same thing.

Carol Lane stated she just wanted to make sure their Complaint Form followed most of the details and would be clear to the complainant so they would know what the rules were.

Joe Whitley stated the form looked good to him and that it is simplistic and gets to the point quickly and gets us where we need to be.

Chair Todd Ashley called for a motion on the Complaint Form with the suggested changes of Howard Drobos.

Motion and Second: Joe Whitley made a motion to approve and adopt the Complaint Form with the referenced changes. The motion was seconded by Carol Lane. There was no further discussion. Vote: 4-0. The motion carried.

Chair Todd Ashley stated he would make the changes to the Complaint Form and circulate to the board members and then would send a clean copy to the City Clerk's Office so it could be included in the city records.

Chair Todd Ashley asked if there were any other questions.

Carol Lane stated she had a question about how the process would work. If someone wanted to file a complaint, who would the complainant go to?

Chair Todd Ashley stated the complainant would go to the City Clerk and the form would be provided to them to complete and return.

Chair Todd Ashley announced that Board Member Clint Johnson had arrived at the meeting at 6:20 p.m.

Chair Todd Ashley advised Mr. Johnson that the Complaint Form had been adopted with a few changes that were suggested by Howard Drobos. Restated for Mr. Johnson what the changes were.

Carol Lane asked if the form needed to be notarized.

Chair Todd Ashley read from the Ethics Ordinance, Article V, Section 12(b) and stated that *every Ethics Complaint must be signed and notarized*. Stated he would make this amendment to provide for a notarial. He stated it could be any notary qualified to administer oaths.

Chair Todd Ashley called for any further discussion on the Complaint Form. There was no further discussion.

Motion and Second: Howard Drobos made a motion to amend the original motion to include the addition of a notary provision. The motion was seconded by Carol Lane. There was no discussion.

Chair Todd Ashley announced that Mr. Whitley's telephone conference call connection had been dropped and he was no longer part of the meeting, but that with the arrival of Mr. Johnson, there was still a voting quorum.

Vote: 4-0. The motion carried.

Chair Todd Ashley stated Mr. Whitley had rejoined the meeting via telephone conference call at 6:11 p.m. and advised him that they had voted to amend the adoption of the Complaint Form to include a notary provision at the bottom.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

NEXT MEETING DATE

-Board discussion about next meeting date.

-It was decided that the next meeting date would be held on Monday, July 20, 2009 at 6:00 p.m. in the Executive Conference Room, Suite 107-G.

ADJOURNMENT

Chair Todd Ashley: Called the last agenda item, Adjournment.

Motion and Second: Clint Johnson made a motion to adjourn the Ethics Board meeting. The motion was seconded by Howard Drobos. There was no discussion. Vote: 5-0. The motion unanimously carried and the meeting was adjourned at 6:13 p.m.

Date Approved: July 20, 2009

Approved By:


Jeanette R. Marchiafava, City Clerk


Todd Ashley, Chairman