

ETHICS COMMISSION
Meeting Minutes
September 2, 2014 ~ 4:30 p.m.

ATTENDEES:

Philip Dorsey, Esq., Chairman
Christopher Jeys, Member
Terry Bonnevier, Member

APPROVAL OF MINUTES

Chairman Dorsey entertained a motion to approve the September 2, 2014 meeting minutes.

Member Bonnevier moved to approve the minutes as presented; Member Jeys seconded, motion passed unanimously.

OLD BUSINESS

By-Laws

Chairman Dorsey stated that he reviewed the draft Ethics Commission By-Laws as distributed to him and the members previously.

Member Jeys mentioned that the Ethics Commission should send forward the By-Laws to the Town Council for their review and acceptance.

Chairman Dorsey stated that the committee will do so and if there are no changes or comments from the members he entertained a motion to accept and adopt the By-Laws.

Member Bonnevier moved to approve and adopt the By-Laws as written and presented to be forwarded to the Town Council for adoption; Member Jeys seconded, motion passed unanimously.

Ethics Disclosure Statement Application

Chairman Dorsey stated that the members are required to do a final review of the Ethics Disclosure Statements filed by the Council Members and Employees in April. Ms. Dimsey worked with the Council Members and Employees whose statements required corrections or clarification. The Ethics Commission Members are required to sign off on final approval of the statements.

The members then reviewed and provided signature approval of each Ethics Statement Application. They then handed them over to Ms. Dimsey to be filed and kept confidential.

Chairman Dorsey stated that the next order of business was the signing of the Annual Certification Submittal Form as required by the State of Maryland State Ethics Commission which is due each year by October 1, 2014 to confirm they approved the submitted Ethics Statement Applications.

Chairman Dorsey stated that he received a letter notifying use that the State Ethics Commission has approved the draft Ethics Law the Town provided, that it is in compliance with the State Ethics Law and that we are required to file a local government Ethics Certification by October 1, 2014.

The Members signed and dated the Certification Form and asked Ms. Dimsey to mail it certified return receipt by the requested deadline date of October 1, 2012.

He also noted that any future changes that are made to our Ethics Law has to be approved by the State Ethics Commission.

NEW BUSINESS

Chairman Dorsey asked if there was any new business to be addressed.

Member Bonnevier remarked that as part of the Ethics Code it makes mention that the Commission shall develop procedures and policies to address any adversary requests and actions to be taken for any complaints or such. She would like to do some research to work up draft procedures/policies as working documents to be pro-active going forward and asked Ms. Dimsey for assistance in helping with the research.

Chairman Dorsey noted that he has contacts who sat on the St. Mary's County Ethics Commission and will provide Member Bonnevier with their information.

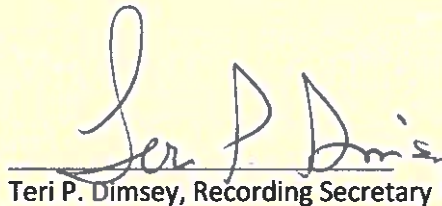
ADJOURNMENT

Chairman Dorsey stated that the next meeting date will be Tuesday, December 2, 2014 at 4:30 p.m. and entertained a motion to adjourn.

Member Jeys moved to adjourn the meeting at 5:04 p.m.; seconded by Member Bonnevier; motion passed unanimously.



Philip Dorsey, Chairman



Teri P. Dimsey, Recording Secretary



Terry Bonnevier, Vice Chairman



Christopher Jeys, Secretary