



AGENDA
City of Milton
Ethics Board Meeting
Monday, August 22, 2016
5:15 PM
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

- 1. Call Meeting to Order and Confirmation of Appropriate Meeting Notice**
- 2. Approval of Agenda**
- 3. Approval of Minutes - Ethics Board - July 26, 2016.**

Documents:

[07-26-2016 - Ethics Board Minutes.pdf](#)

- 4. Election of Vice Chairperson.**
- 5. Discussion and Possible Action Regarding Selection of an Alternate Member.**
- 6. Discussion and Possible Action to Establish Roles, Responsibilities, and Procedures of the Ethics Board.**
- 7. Set Next Meeting Date**
- 8. Motion to Adjourn**

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

**Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by Elena Hilby July 15, 2016 at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall.

**City of Milton
Ethics Board Minutes**

7/26/2016 - Minutes

1. Call Meeting to Order and Confirmation of Appropriate Meeting Notice

Mayor Anissa Welch called the meeting of the Ethics Board to order at approximately 5:18 p.m. City Clerk/Deputy Treasurer Elena Hilby confirmed the appropriate meeting notices were posted.

Present: Ald. Ryan Holbrook, Library Director Lisa Brooks, Jon Cruzan, Karl Senger, and Theresa Rusch.

Also Present: Mayor Anissa Welch, City Administrator Al Hulick, Finance Director Dan Nelson, Asst. City Attorney Holly Jensen, and City Clerk/Deputy Treasurer Elena Hilby.

2. Approval of Agenda

T. Rusch moved to approve the agenda. Ald. Holbrook seconded, and the motion carried.

3. Election Of Chairperson

Lisa Brooks nominated Theresa Rusch to be the Chairperson. Jon Cruzan seconded. Mayor Welch asked if there were any more nominations. There were none, and the motion carried unanimously.

At 5:19 p.m. Theresa Rusch took over as Chairperson.

4. Discussion and Possible Action to Adopt Robert's Rules of Order for the Structure of the Meetings.

K. Senger moved to adopt Robert's Rules of Order for the structure of the meetings. Ald. Holbrook seconded, and the motion carried unanimously.

5. Discussion and Possible Action to Establish Roles, Responsibilities, and Procedures of The Ethics Board.

City Administrator Hulick reviewed the process by which a complaint may come before the Ethics Board.

Asst. City Attorney Holly Jensen reviewed the process by which a hearing would run. She stated that the Board would have to decide ahead of time how it would deal with a question of relevancy. At the time the board comes to a decision they will make a recommendation to refer to the City Attorney, District Attorney or back to the City Council. They also make a recommendation of a possible sanction.

J. Cruzan asked about an appeal process and Asst. City Attorney Jensen reviewed how that process would go. Asst. City Attorney Jensen said that she will prepare a summary of the information she provided in memo form.

6. Set Next Meeting Date

K. Senger moved to set the next meeting date for Monday, August 22, 2016 at 5:15 p.m. Ald. Holbrook seconded and the motion carried.

7. Motion to Adjourn

J. Cruzan moved to adjourn the Ethics Board meeting at approximately 6:04 p.m. K. Senger seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk