

**Kent County Ethics Commission
400 High Street
Chestertown, MD 21620**

Meeting Minutes

A duly advertised public meeting of the Kent County Ethics Commission was held in the Commissioners' Hearing Room located at the R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland on November 16, 2016, at 6:38 p.m.

Commission Members Present: R. Stewart Barroll, Chair
 Linda Cooke
 Maryann Ruehrmund
 S. Lansing Williams

Commission Members Absent: John Carroll
 Andrew C. Meehan, County Attorney
 Shelley L. Heller, County Administrator
 Pam Duke, County Appointed Attorney

Staff Members Present: April E. Bitter, Deputy Clerk

Mr. Barroll called the meeting to order at 6:38 p.m. Roll call was completed and a review of the agenda.

On motion by Ms. Ruehrmund and seconded by Mr. Williams the regular and closed session minutes from the October 16th meeting, were unanimously approved.

Mr. Barroll reported that on October 18, 2016, a closed session was held. In closed session, the Commission deliberated, consulted with counsel, reviewed the 2009 Rules of Procedure, and Chapter 29 Ethics of the Code of Public Laws of Kent County, Maryland. The Commission issued verbal authorization to Mr. Barroll and Ms. Duke to draft questions to the respondents for the Commission's review. Upon a consensus by the Commission, letters will be sent to certain respondents requesting written response. In closed session, the Commission deliberated, consulted with counsel, and Chapter 29 Ethics of the Code of Public Laws of Kent County, Maryland. The consensus of the Commission is that there is not a conflict of interest. The Commission issued a verbal authorization to Mr. Barroll to draft the Advisory Opinion response to the requestor. A copy of the Advisory Opinion is available for review on the Ethics Commission website at: <http://www.kentcounty.com/committees/ethics>.

At 6:41 p.m., a motion was made by Mr. Williams, seconded by Ms. Ruehrmund, and carried unanimously to go into closed session citing the statutory authority to close the session under General Provisions Article §3-305 (b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials whom this public body has jurisdiction; any other

personnel matter that affects one or more specific individuals; and §305 (b) (7) To consult with counsel to obtain legal advice on a legal matter; and §305 (b) (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; all in accordance with the Annotated Code of Maryland, respectively.

Mr. Barroll, Ms. Cooke, Ms. Ruehrmund, Mr. Williams, and Ms. Bitter remained for closed session.

Mr. Barroll stated that Ms. Duke was not able to be present; however Mr. Barroll sought legal advice from Ms. Duke prior to the meeting.

Topics to be discussed: Review of Complaint No. 2016-01.

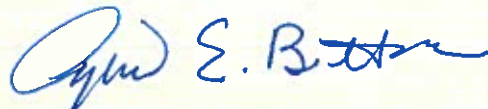
Reason for closing: Complaints are confidential.

Complaint No. 2016-01

In closed session, the Commission deliberated and reviewed responses from the Respondents to the questions drafted by Ms. Duke. Mr. Barroll stated that it is the Commission's obligation to discuss whether there is a need for an evidentiary hearing on any of the allegations or to decide whether none of the claims merit further consideration. If an evidentiary hearing is necessary, Mr. Barroll stated that each Respondent is entitled to an individual hearing. The Commission began deliberations on the allegations of one the Respondents. On motion by Mr. Williams and seconded by Ms. Cooke, the Commission unanimously agreed to summarily dismiss portions of the Complaint specific to one individual. The Commission agreed to take additional time to review the responses of the Respondents and agreed to reconvene at a later date.

At 7:07 p.m. a motion was made by Ms. Ruehrmund, seconded by Mr. Williams, and carried unanimously to adjourn the closed session. The Commission reconvened briefly in open session. Mr. Barroll stated there was no other business before the Commission. A motion was made by Ms. Ruehrmund, seconded by Ms. Cooke and carried unanimously to adjourn the meeting at 7:08 p.m. No date or time was set for the next meeting.

Respectfully submitted,



April E. Bitter, Deputy Clerk

Approved:



R. Stewart Barroll, Chair
Kent County Ethics Commission