

**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 October 18, 2016, at 2:30 p.m.

Commission Members Present:       R. Stewart Barroll, Chair  
  Linda Cooke  
  Maryann Ruehrmund  
  S. Lansing Williams  
  Shelley L. Heller, County Administrator  
  Pam Duke, County Appointed Attorney

Commission Members Absent:       John Carroll  
  Andrew C. Meehan, County Attorney

Staff Members Present:               Sondra M. Blackiston, Clerk  
  April E. Bitter, Deputy Clerk

Mr. Barroll called the meeting to order at 2:30 p.m. Roll call was completed and a review of the agenda. Mr. Barroll affirmed that each member of the Commission present had a copy of the 2009 Rules of Procedure.

At 2:32 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.

Ms. Heller and Ms. Bitter left at 2:33 p.m.

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

Topics to be discussed: Review of Complaint No. 2016-01; and Request for an Advisory Opinion No. 2016-01, respectively.

Reasons for closing: Complaints are confidential; discussion of a request for an advisory opinion may not be disclosed where discussion would lead to an identification of the individual in question, respectively.

Complaint No. 2016-01

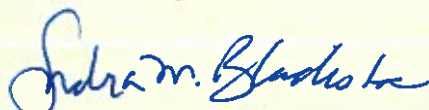
Mr. Barroll announced that Mr. Meehan has recused himself as the attorney for the Commission relating to Complaint No. 2016-01 and Ms. Duke will serve as counsel. Mr. Barroll gave an overview of the Complaint. Mr. Barroll and Ms. Duke facilitated a lengthy discussion detailing each of the twelve counts detailed in the Complaint. Procedural questions were vetted. 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.

Advisory Opinion No. 2016-01

Mr. Barroll provided a summary of the request for an Advisory Opinion No. 2016-01. Mr. Barroll and Ms. Duke discussed the request made by a member of the Economic Development Commission. The member submitted a letter disclosing a potential employment opportunity and requested an advisory opinion as to whether accepting the position would create a conflict of interest. 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 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 Mr. Williams and carried unanimously to adjourn the meeting at 4:20 p.m. No date or time was set for the next meeting.

Respectfully submitted,



Sondra M. Blackiston, Clerk

Approved:



R. Stewart Barroll, Chair  
Kent County Ethics Commission