



**CITY OF MASON  
BOARD OF ETHICS  
SECOND FLOOR CONFERENCE ROOM**

**January 30, 2017  
5:00 p.m.**

**AGENDA**

1. Call to Order
2. Roll Call
3. People from the Floor
4. Announcements
5. Approve Meeting Minutes – November 29, 2016
6. Regular Business
  - A. Establish future meeting dates/times
  - B. Discussion on Conflicts of Interest – Tom Hitch
  - C. Disclosure Forms
  - D. Discussion of other communities' policies and potential improvements to the City of Mason
7. Unfinished Business
8. New Business
9. Adjournment

**CITY OF MASON  
BOARD OF ETHICS**

**MINUTES OF November 29, 2016**

The meeting to order at 5:30 pm in the 2<sup>nd</sup> Floor Conference Room in City Hall at 201 W. Ash Street, Mason, Michigan.

Present: Margo Burrage, William Noud, Patrick Price, Harry Warner  
Absent: Kathy Dean  
Also Present: Deborah Stuart, City Administrator  
Mike Waltz, Mayor

**PEOPLE FROM THE FLOOR**

None.

**REGULAR BUSINESS**

**Election of Officers**

Price made a motion to nominate Burrage for Chairman and Warner for Vice-Chairman. Motion was seconded by Noud. Motion passed unanimously.

**Review of Ordinance and Disclosure Form**

There was much discussion regarding the disclosure form and recent potential conflicts of interest on Boards and Commissions. The group agreed that they could assist with training and materials for boards. They also determined a review of the disclosure form and ordinance was needed.

Price made a motion, seconded by Noud, to request that the City Attorney be present at the next meeting to discuss the following items:

- Conflict of interest and when it applies under our current ordinance (Sec 2-104) specific to the following examples:
  - Fire Officer on City Council - Should he abstain from fire related actions?
  - Son of Board Member - Should board member abstain when grant is awarded to unrelated property owner that hires board member's son to complete the project? Grant is between board and unrelated property owner, but board is aware of contractor at time of award.
  - Non-profit board member is also Councilmember: Should Councilmember abstain when City Council is considering a request from that Non-Profit?
- Thoughts on expanding conflict of interest ordinance based on experience with other communities

Motion passed unanimously.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**CORRESPONDENCE**

None.

**ADJOURNMENT**

The meeting adjourned at 6:25 pm.