



**MINUTES OF THE CHESAPEAKE BEACH  
ETHICS COMMISSION MEETING  
February 24, 2021**

**Commission Members Present:** Phillip Kete, Chair  
Ingrid Lamb  
Michael Linsenbigler

**Staff Members Present:** Fred Sussman, Commission Counsel  
Sharon L. Humm, Commission Clerk

The virtual meeting convened at 1:00 p.m. Those listed as present participated in all portions of the meeting unless otherwise noted. If other individuals participated in aspects of the meeting, they will be identified in the specific line item where their participation occurred.

**Item 1:     Approval of the minutes of the February 10, 2021 Ethics Commission Meeting.**

**Discussion:** The draft minutes of the February 10, 2021 Ethics Commission meeting were presented.

**Decision:** The Commission unanimously approved the February 10, 2021 Ethics Commission meeting minutes as presented.

**Item 2:     Consider proposed changes to the Ethics Ordinance.**

**Discussion:** Chairman Kete submitted the attached draft of proposed changes to the Ethic Ordinance. Those changes highlighted in yellow had been approved at previous meetings of the Commission. The other proposed changes were debated and voted on at this meeting.

**Decision:** Changes in gray in § 25-12.A and B, changing “financial to public”: unanimously agreed to recommend to the town.

Changes in gray in § 25-32.A(1) and (2), changing “financial to public”: unanimously agreed to recommend to the town.

Change in § 25-32.B, first line, changing “financial” to “public”: unanimously agreed to recommend to the town.

Change in blue in § 25-32.B, add “If the declaration of candidacy is filed before July 31, the candidate shall by August 15 file a replacement disclosure statement covering the period through July 31.”: unanimously agreed to recommend to the town.

Change in blue § 25-37, delete “and stay its own investigation” and add “If the referral occurs before the commission has reached a decision under § 25-39, the commission shall immediately stay its proceedings until informed by the prosecuting authority that the stay is

no longer necessary.”: unanimously agreed to recommend to the Town.

Change in blue in § 25-39, add subsection, “If there are material facts in dispute but funds to contract with a qualified person to hold a hearing are not provided, the commission may determine, based on the nature and extent of the factual disputes, whether to hold a hearing chaired by one of its members and go forward to issue a decision as above or, in the alternative, close the case without a decision.”: unanimously agreed to recommend to the Town.

Previously un-proposed change in § 25-39.D(1), add after “\$5 per day”-- “, not to exceed \$500 in total,”: unanimously agreed to recommend to the Town.

Chairman Kete will draft a final document with approved changes with a memo addressed to the Mayor recommending the Town Council adopt the proposed changes.

**Item 3:**     **Discuss areas of potential improvement in disclosure forms.**

**Discussion:** At its last meeting, Commissioner Linsenbigler offered to create a revised Form A to make it more user-friendly. The Commission asked Mr. Linsenbigler to review and revise Form C as well.

**Decision:** Commissioner Linsenbigler will meet and work with town staff to review and prepare draft forms and present to the Commission at its next meeting for consideration.

**Item 4:**     **Consider proposed changes in Rules of Procedure.** No action taken.

**Item 5:**     **Schedule next Meeting.** No meeting was scheduled at this time.

**Item 6:**     **Comments by Commissioners and members of the public.** None

The meeting adjourned at 1:33 pm.

Submitted by:



Sharon L. Humm  
Town Clerk