

City of Saratoga Springs
Board of Ethics Minutes – Amended 12/08/2016

Wednesday - September 14, 2016

5:30 PM – City Council Room

Present: Justin Hogan – Chair, Courtney DeLeonardis, John Ellis, and Brendan Chudy, with Tony Izzo as Advisor and Michelle Grocé.

Absent : Marilyn Rivers

****PLEASE NOTE: Ms. Rivers was “EXCUSED”, not “Absent”**

Meeting was called to order at 5:34 PM in the City Council Room.

Justin Hogan made a motion to move into executive session to discuss a matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person.

Second: Courtney DeLeonardis. Approved: all – motion carried.

5:52 PM meeting moved to executive session.

The Board moved out of executive session at 6:35 PM.

Minutes from previous meeting were not reviewed at this time.

OLD BUSINESS: None

NEW BUSINESS: Tony Izzo introduced Michelle Grocé to the Board. What followed was a synopsis of the mechanism and purpose of the Board of Ethics, as well as, what is expected of, and the role Michelle Grocé will take on in the replacement of Trish Bush. Those duties include, but are not limited to, post the upcoming meetings and agendas with proper notice, providing minutes from the meetings, overseeing annual employee Disclosure Forms that are submitted at the beginning of each year, check the status of the “Employee Guide to Ethics” that is inserted, once per year, with employee paychecks, as provided by the Code.

Motion to adjourn the meeting was made by Justin Hogan, second: John Ellis.

Meeting Adjourned at 6:50 PM on September 14, 2016

Next meeting: was not set

Respectfully submitted: Michelle Grocé, City Attorney’s office