The meeting was opened with roll call and the pledge of allegiance. The following members were present:

Present: Jan Desmond, Chair Michele Nelson Joshua Essner
Absent: Shari Hennekes, Vice Chair Steve Minshall
Also Present: Mayor Bill Rachford

APPROVAL OF MINUTES – November 14, 2017

MOTION: Jan Desmond made motion to approve the minutes of November 17, 2017, second by Michele Nelson. All in favor, the motion passed 3-0-0.

NEW BUSINESS:

1. Election of Officer(s)

Motion was made by Joshua Essner to approve Michele Nelson as Chair of the Board of Ethics Committee, seconded by Jan Desmond. All in favor, the motion passed 3-0-0

Motion was made by Josh Essner to approve Jan Desmond as Vice Chair, seconded by Michele Nelson. All in favor, the motion passed 3-0-0.

2. Financial Statement review

a. P&Z Board Members - All financial applications were reviewed. Much discussion occurred about members sitting on Planning and Zoning Commission when they have active businesses within the city.

MOTION was made by Joshua Essner and seconded by Michele Nelson that Rick Neltner and Randy Nehus must recuse themselves from any discussion as a board member on any items that may affect their owned businesses. All in favor, the motion passed 3-0-0.

b. Board of Adjustment Members - All financial applications were reviewed.

MOTION made by Joshua Essner and seconded by Michele Nelson to approve all applicants’ financial statements. All in favor, the motion passed 3-0-0.

c. Board of Ethics Members - All financial applications were reviewed.

MOTION was made by Joshua Essner and seconded by Jan Desmond to approve Michele Nelson financial statement. All in favor, the motion passed 2-0-1.

MOTION was made by Joshua Essner and seconded by Michele Nelson to approve Jan Desmond financial statement. 2 in favor, 1 abstention, the motion passed 2-0-1.

MOTION was made by Joshua Essner and seconded by Jan Desmond to approve Michele Nelson financial statement. 2 in favor, 1 abstention, the motion passed 2-0-1.

MOTION was made by Michele Nelson and seconded by Jan Desmond to approve Joshua Essner financial statement. 2 in favor, 1 abstention, the motion passed 2-0-1.

MOTION was made by Jan Desmond and seconded by Joshua Essner to approve all other financial statements for other Ethics committee members. All in favor, the motion passed 3-0-0.
d. All financial applications were reviewed.

**MOTION** made by Joshua Essner and seconded by Michele Nelson to approve all applicants' financial statements. All in favor, the motion passed 3-0-0.

e. Non-elected officers in the City - All financial applications were reviewed.

**MOTION** made by Michele Nelson and seconded by Joshua Essner to approve all non-elected official's financial statements. All in favor, the motion passed 3-0-0.

**OLD BUSINESS** - None

**ADJOURNMENT**

**MOTION:** Motion to adjourn made by Jan Desmond, seconded by Michele Nelson. All in favor, the motion passed 3-0-0 Meeting adjourned.

Attested to and submitted by:

Jan Johannemann, City Clerk

10/10/18

Dated

10/9/18

Approved

Michele Nelson, Chair