



Ethics Board MEETING MINUTES

December 12, 2024 - 5:00 PM
New Berlin City Hall Conference Room A/B
3805 S. Casper Drive

MINUTES

1. CALL TO ORDER

Chairman Morrison called the Ethics Board meeting to order at 5:00 PM.

The meeting proceeded out of order to Item 4: Roll Call; Declaration of Quorum; Public Notice.

2. SELECTION OF CHAIR

The floor was opened for nominations for the position of Chairman of the Ethics Board.

Board Member Gasper nominated James Morrison, and the nomination was seconded by Board Member Jonas.

With no further nominations, the floor was closed.

James Morrison was elected as Chairman of the Ethics Board by unanimous vote (3-0). Mr. Morrison accepted the position and immediately assumed the role of Chairman.

3. SELECTION OF SECRETARY

The floor was opened for nominations for the position of Secretary of the Ethics Board.

Chairman Morrison nominated City Clerk Rubina R. Medina, and the nomination was seconded by Board Member Gasper.

With no further nominations, the floor was closed.

Rubina R. Medina was elected as Secretary of the Ethics Board by unanimous vote (3-0). Ms. Medina accepted the position and immediately assumed the role of Secretary.

4. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

(This item was taken out of order)

City Clerk Rubina R. Medina conducted the roll call as follows:

Present: Board Members James Morrison, William Gasper, and William Jonas.

Also Present: Alternate Board Member Eugene Kaczowski, Attorney Eric J. Larson, and City Clerk Rubina R. Medina.

City Clerk Medina confirmed that a quorum was established and the meeting was properly noticed.

5. NEW BUSINESS

A. Eugene and Julie O'Keefe Complaint, Procedural Considerations

•**CLOSED SESSION:** In its consideration of this matter, the Ethics Board may periodically convene into closed session pursuant to Wisconsin Statutes Section 19.85(1)(f), for preliminary consideration of specific personnel problems or the investigation of charges against specific persons which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and per 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, with regard to the Complaint filed by Eugene and Julie O'Keefe.

Chairman Morrison made a motion to enter into closed session pursuant to the basis outlined on the agenda. The motion was seconded by Board Member Gasper.

A roll call vote was conducted, and the motion passed unanimously (3-0). The Ethics Board entered closed session at 5:02 PM.

•**RECONVENE TO OPEN SESSION:** Following any such closed session, the Ethics Board will continue with its consideration of the agenda items.

Chairman Morrison made a motion to reconvene into open session, which was seconded by Board Member Gasper.

A roll call vote was conducted, and the motion passed unanimously (3-0). The Ethics Board reconvened into open session at 5:22 PM.

•Consideration and possible action on procedural matters related to the Complaint, which may include the following:

- Determination of whether the complaint is properly filed
- Determination of whether the complaint is within the jurisdiction of the Ethics Board
- Schedule a preliminary investigation if the complaint is determined to be properly filed and within the jurisdiction of the Ethics Board

Chairman Morrison made a motion determining that the complaint was not properly filed due to failure to comply with the Ethics Board rules and City Code requirements. The complaint was found to be outside the jurisdiction of the Ethics Board, as no allegations were made regarding violations of Chapter 28 of the City Code. The motion further directed city staff to notify the complainant and accused parties of these findings and to inform them that no further action would be taken by the Ethics Board in this matter.

The motion was seconded by Board Member Jonas.

A vote was conducted, and the motion passed unanimously (3-0).

6. **ADJOURN**

Chairman Morrison made a motion to adjourn, seconded by Board Member Gasper.

The motion passed unanimously (3-0), and the meeting adjourned at 5:24 PM.

Respectfully submitted by:

Rubina R. Medina
City Clerk & Ethics Board Secretary