

Town of Pendleton
Board of Ethics
August 5, 2026 Meeting Minutes

Members:

Wolfgang Buechler

Robert McClurg

Sean Martin

All members were present

Approval of Minutes: A motion was made by Mr. McClurg and seconded by Mr. Buechler to approve the minutes for the meeting of 30 July 2025. All voted in favor of the motion.

Introduction of Board Members: Newly appointed board member Sean Martin was welcomed to the Board of Ethics. The following topics were discussed to bring Sean up to speed on past activity of the board:

- Scope of Board Authority – providing written opinions to written requests submitted by Town officers or employees.
- Procedural Rules
- Open Meeting Law Considerations
- Overview of the Code of Ethics

Recent Requests to the Board of Ethics: None were received.

Action Item Review and Other Actions:

1. Mr. Buechler reported that the Highway Superintendent verified that the Code of Ethics was posted in the Highway Dept Building and that he would see that a copy is also posted in the old highway building
2. Mr. Buechler reported that he and Rec Director Patrick Covell discussed posting the Code in the Community Center and Patrick would be ordering a bulletin board for that building.
3. Mr. McClurg and Mr. Martin confirmed that each had performed their oath of office with the Town Clerk.

Discussion:

1. Mr. Buechler mentioned that he is working with the Town's Personnel Records Clerk Ms. Jauch regarding onboarding requirements for new employees that, per Code, need to receive a copy of the Code of Ethics and acknowledge receipt in writing. The Code also includes specific filing requirements for the acknowledgement.
2. Mr. McClurg and Mr. Martin confirmed that they had performed their oaths of office with the Town Clerk.
3. The board discussed the new email addresses for both Mr. McClurg and Mr. Martin
4. The board also discussed the employee training requirements the members will be required to satisfy including access to the NEOGOV system.

Next Meeting: 28 Oct 2026 7:00 PM

A motion was made by Mr. Martin to adjourn the meeting and seconded by Mr. McClurg. All voted in favor.