

CITY OF DOVER

ETHICS COMMISSION MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **First Floor Conference Room, City Hall**
Meeting Date: **Thursday, February 12, 2026**
Meeting Time: **6:00 p.m.**

1. CALL TO ORDER

The meeting was called to order at 6:12 pm

2. ATTENDANCE

Present: Allan Krans (AK), Jim Fieseher (JF), Matt Keane (MK), Marion Cheney (MC), Jennifer Perez, Deputy City Attorney

Michele Holt-Shannon (MHS) – new member

3. APPROVAL OF MINUTES: September 3, 2025

Motion was made to Move to Approve September 3, 2025 draft minutes with changes (JF)

Second AK

Vote: All in favor

Discussion of grammatical spelling of names; changes made to minutes

Motion to Approve September 3, 2025 minutes (MK)

All in favor

Vote: Pass Unanimous

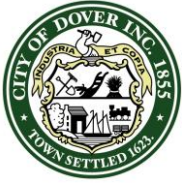
4. GOALS

MK – opened discussion on becoming the new Chairman of the Ethics Commission, and wanted to talk about the Goals for the Commission and introduced Michele Holt-Shannan as the newest member of the group.

MK spoke about the minutes from September 2025 and outreach to other Commissions. He proposed drafting an “Ethics Playbook”. JP said if he supplied the documentation to her, she would distribute to the Commission and any feedback would need to be done at public meeting, make the changes and then bring it back to the Committee for discussion.

MHS asked how Boards and Commission the City has. JP said there were about 25 groups, some who meet more regularly than others.

MHS introduced herself and why she was interested in joining the Commission.



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JF moved the discussion back to Goals and discussed the sufficiency of a written document expanding on outreach goal with a targeted approach. Thinks targeting a few key committees to explain how important ethics really is and the need to assert themselves a little bit more and illustrate how important the follow up is.

AK agrees that outreach would be helpful. He wants to jump over the 20-25 committees and make a short video – 15 minutes long – of a “sticky” situation. Get actors from the community and create a video to be played on Ch. 22 broadcast.

MK requested to set up a Joint Session/Workshop with City Council on purpose, function and general understanding of the Ethics Commission.

JP pointed out that there is a whole new City Council group but she will reach out to set up a joint workshop. She also suggested to read back into the charter that establishes the Ethics Commission to review the purpose statement.

MC asked if the City Council has a council liaison. They do not – only body that does not have a liaison. AK fears the CC does not really understand the ins and outs of the Ethics Code and he asks to go into a non-public meeting. Before doing so, MK added that on the case from last year, the Ethics Commission brought a recommendation to the City Council who never voted on that recommendation. He feels that the City Council basically retried what the Ethics Commission had done in less time using basically different facts. His question to JP is, when the Ethics Commission bring something before the Council, shouldn't they vote first to accept or not accept the Ethics Commissions recommendations? JP believes the City Council voted to accept the findings (and put it on file) but differed on the course of action.

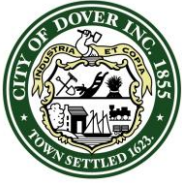
AK again asks to go to a non-public meeting. JP goes through instructions on how to switch to a non-public meeting and dealing with the minutes.

AK asks for a motion to move the public meeting to a non-public meeting to discuss the prior matter from last year to keep names private and protect reputations. JF seconded the motion.

- Unanimous by all members.

PUBLIC MEETING MOVES TO NON-PUBLIC AT THIS TIME.

A vote to seal the minutes from the non-public meeting was made by AK and seconded by JF.



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- **Unanimous by all members.**

Ultimately, it was decided to not reach out to the City Council for a joint workshop meeting at this time. AK would move forward of the potential of producing a video of what the Ethics Commission does and MC suggested a possible Fosters' interview. MK said turnaround time of something in writing would be pretty quick.

5. GENERAL DISCUSSION

It was decided that meetings going forward can be moved to much earlier in the day.

City emails need to be utilized for City business.

What is limit on open vacancies for the Ethics Commission? AK said it can have an alternate – JP will check on that, but all seats are full as of now.

6. ADJOURN

Motion: MC

Second: JF

Vote: Pass Unanimous

Adjourned at 6:56 pm