

ORDINANCE NO. 1-300

CODE OF ETHICS AS MANDATED BY THE ETHICS ACT
PASSED BY THE GENERAL ASSEMBLY

Whereas, the Town of Scotts Hill, Tennessee adopts a Code of Ethics as mandated by the Ethics Act passed by the General Assembly, and;

Whereas, this Code of Ethics applies to all full-time and part-time elected and appointed officials, whether compensated or not, and;

Whereas, it also applies to members and employees of separate boards, authorities, and commissions created by the municipality.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF SCOTTS HILL, TENNESSEE AS FOLLOWS:

Section 1. requires that "personal interests" that affect or appear to affect the actions of municipal officials and employees must be disclosed. It includes any financial, ownership, or employment interest of an official or an employee in a business or entity the municipality does business with, regulates, or supervises. It includes situations in which the official, employee, or family member is negotiating employment with an affected entity.

Section 2. requires an official with the responsibility to vote to disclose any of his personal interests that might affect his discretion before the vote so they appear in the minutes. Nevertheless, this section allows the official to recuse himself.

Section 3. requires employees and officials who must exercise discretion in matters that do not require a vote to disclose "personal interest" before the exercise of discretion.

Section 4. prohibits an official or employee from taking any money, gift, favor, or other gratuity from anyone other than the municipality for the performance of an official's or employee's regular duties or that gives the appearance of attempting to influence the actions of the official or employee in carrying out municipal business.

Section 5. prohibits officials and employees from disclosing confidential information and from disclosing any other information with the intent to result in financial gain.

Section 6. prohibits officials and employees from using or authorizing the use of municipal time and facilities for their own financial gain.

Section 7. prohibits officials and employees from using their position to make private purchases in the name of the municipality and from using their position to gain privileges or exemptions that are not authorized by charter, general law, ordinance, or policy.

Section 8. prohibits outside employment by officials or employees if the outside work interferes with municipal duties or is in conflict with any provision of the charter, any ordinance, or any policy of the municipality.

ETHICS DEPARTMENT
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Section 9. provides methods for bringing and investigating complaints of violations of the code of ethics. The city attorney is designated as the ethics officer and may issue opinions when requested in writing on whether certain conduct would comply with the code of ethics and other applicable law.

Section 10. provides for punishment for violations. Elected officials and appointed members of boards and commissions are punishable as already provided by law and, in addition, are subject to censure by the governing body. Appointed officials and employees are subject to disciplinary action.

Section 11. This ordinance shall be effective from and after its adoption.


Motion made by Alderman Bill Snider and seconded by Alderman Larry Dunavant.

First reading this 6th day of August 2007.

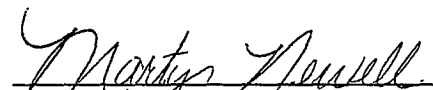
Vote: All aldermen voted in favor. Motion passed first reading.

Second and final reading this 4th day of September 2007.

Adopted this date: September 4, 2007.



Mayor Carey Johnson

ATTEST: 
Marty Newell, City Recorder

TOWN OF SCOTTS HILL

DISCLOSURE OF PERSONAL INTEREST

This form should be filled out and filed with the recorder or clerk by any municipal employee or official, except those who serve on boards or other bodies, who must exercise discretion relative to any matter and who has a personal interest in the matter. A personal interest is any financial, ownership, or employment interest in a matter to be regulated or supervised by the employee or official that could affect the employee's or official's discretion. This includes any financial, ownership, or employment interest of the employee's or official's spouse, parent(s), step parent(s), grandparent(s), sibling(s), child(ren), or step child(ren). "Employment interest" includes any situation in which the employee or official or one or more of his or her family members designated above is negotiating possible employment with a person or organization that is to be regulated or supervised by the employee or official in carrying out municipal business. Use item 1 of this form to report individual occurrences and item 2 to make a yearly report of situations that will occur more than once during a calendar year.

Name of Employee or Official: _____

1. Individual occurrence

Briefly describe the situation in which you must exercise discretion and in which you have a personal interest that could affect that discretion:

2. Continual occurrences

For individuals, businesses, or entities the municipality will enter into transactions with more than once each calendar year and in which you have a personal interest, you may make one (1) disclosure for the calendar year by reporting here:

Name of Individual, Business, or Entity: _____

Briefly describe the transactions that will take place between the municipality and the named entity during the calendar year in which you will exercise discretion and in which you have a personal interest that could affect that discretion:

Date: _____

Employee's or Official's Signature