

**TOWN OF NEW HAVEN
DUNN COUNTY, WISCONSIN
Resolution # 2019-05**

Resolution Adopting a Code of Conduct and Conflict of Interest Policy

The Town Board of the Town of New Haven, Dunn County, Wisconsin, by this resolution, hereby adopts the following Code of Conduct and Conflict of Interest Policy:

With respect to any project funds received from the Federal government, no employee, officer or agent of the Town of New Haven shall participate in the selection, award, or administration of such contract if a conflict of interest, real or apparent, would be involved. Examples of such conflicts would arise when (a) the employee, officer or agent, (b) any member of their immediate family, (c) their partner, or (d) an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for the award.

Each employee, officer, and agent of the Town of New Haven shall disclose in writing any conflict of interest and the nature and extent of such interest to the applicant's governing board.

If a conflict or potential conflict of interest is brought to the attention of the applicant's governing board, then with respect to the matter creating such conflict or potential conflict of interest, the following procedures apply:

1. Any interested member of the applicant's governing board will be counted in determining whether a quorum is present.
2. An interested member of the applicant's governing board may make a presentation at the governing board, but after the presentation, he / she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
3. The chairperson of the governing board shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
4. After exercising due diligence, the governing board shall determine whether the applicant can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
5. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the applicant's best interest, for its own benefit, and whether it is fair and reasonable. If it is determined that the transaction or arrangement is in the applicant's best interest, for its own benefit, and fair and reasonable, then the applicant may enter into the transaction or arrangement.

If it is determined that an employee's, officer's, or agent's actions constitute improper conduct under the provisions of this policy it may constitute a cause for suspension, removal from office or employment, or other disciplinary actions.

The town clerk shall properly post this resolution as required under Sec. 60.80, Wis. Statutes.

ADOPTED this 22nd day of July, 2019.

By the Town Board:

Marv Prestrud
Marv Prestrud, Chairman

Tom Schoonover
Tom Schoonover, Supervisor

Jeff Carlsrud
Jeff Carlsrud, Supervisor

Attested by Town Clerk:

Becky Segebrecht
Becky Segebrecht, Town Clerk

Posted on July 22nd, 2019 at the Town Shop, Town Hall, Connorsville Cheese Store and Town of New Haven website @ www.townofnewhavenwi.com.