

A RESOLUTION SETTING FORTH A WRITTEN CODE OF STANDARDS  
OF CONDUCT GOVERNING PERFORMANCE IN CONNECTION WITH  
CONTRACTS SUPPORTED BY FEDERAL FUNDS.

WHEREAS, the Town of St. John, from time to time, enters into contracts which are supported by Federal funds; and

WHEREAS, employees, officers and agents of the Town of St. John are governed by laws of the State of Indiana which restrict and limit their participation in the event of a conflict of interest; and

WHEREAS, it is the desire of the Board of Town Trustees to codify the standards of conduct which shall govern the performance of its employees, officers and agents in connection with contracts supported by Federal funds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of St. John, Lake County, Indiana, as follows:

Section 1: The following is a written code of conduct which shall govern the performance of employees, officers or agents of the Town of St. John engaged in the award and administration of contracts supported by Federal Funds.

Section 2: The standards of conduct for said employees, officers or agents are as follows:

- (a) No employee, officer or agent of the Town of St. John shall participate in selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- (b) Such a conflict would arise when:
  - (i) The employee, officer or agent;
  - (ii) Any member of his immediate family;
  - (iii) His or her partner; or
  - (iv) An organization which employs, or is about to employ, any of the above,

has a financial or other interest in the firm selection for award.

- (c) The employees, officers or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subagreements.

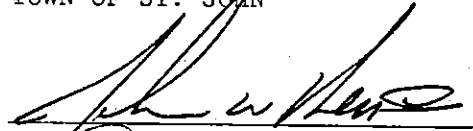
Section 3: It is hereby established that where the interest of an employee, officer or agent is \$500.00 or less, such interest shall be considered not substantial; and where a gift is an unsolicited item of \$25.00 or less, it shall be considered of nominal intrinsic value; and in each instance no conflict shall arise.

Section 4: In the event that an employee, officer or agent of the Town violates this written code of conduct, such person shall receive notice of the alleged violation, an opportunity for hearing, if requested, and upon a finding of violation shall receive disciplinary action of either recordation, suspension or dismissal.

In the event that a contractor, or its agents, or any person acting on their behalf, shall offer or give a gratuity, favor or anything of monetary value to an employee, officer or agent of the Town of St. John, the Board shall provide a notice of the alleged violation, an opportunity for hearing if requested, and upon the finding of violation the Board shall have the right to terminate said contracts and shall be free from any obligation to pay any sums of money whatsoever thereunder.

RESOLVED and ADOPTED this 12 day of AUGUST, 1985 by a vote of 3 in favor and 0 opposed.

TOWN BOARD TRUSTEES  
TOWN OF ST. JOHN

  
David R. Buisson

ATTEST:

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Date