

CODE OF ETHICS

AN ORDINANCE RELATING TO THE ESTABLISHMENT
OF A CODE OF ETHICS FOR COUNTY OFFICIALS
AND EMPLOYEES IN GRAYSON COUNTY, KENTUCKY

ORDINANCE # 230.0

WHEREAS: The Grayson County Fiscal Court has the authority pursuant to KRS Chapter 65, to enact an ordinance establishing a code of ethics to guide the conduct of elected and appointed officials and candidates for office in Grayson County, including members of the fiscal court, County Judge/Executive, County Attorney, Jailer, Sheriff, County Court Clerk, Coroner, and Constables; and,

WHEREAS: Public office and employment are a public trust and government has a duty to provide their citizens with standards by which they may determine whether public duties are being faithfully performed, and to apprise their officers and employees of the behavior which is expected of them while conducting their public duties; and,

WHEREAS: It is the purpose of this ordinance to provide a method of assuring that standards of ethical conduct for local government officers to be clear, consistent and uniform in their application, and to provide local officers and employees with advice and information concerning possible conflicts of interest which might arise in the performance of their public duties.

BE IT ORDAINED BY THE FISCAL COURT OF GRAYSON COUNTY
GRAYSON, COMMONWEALTH OF KENTUCKY:

I. STANDARDS OF CONDUCT

- A. No county elected or appointed official, or county employee with an interest in a business organization shall engage in business or professional activity, which is in substantial conflict with the proper discharge of his/her duties in the public interest
- B. No county elected or appointed official or county shall use or attempt to use his official position to secure unwarranted privileges or advantages for himself or others.
- C. No county elected or appointed official, or county employee shall directly or indirectly through any other person or business, solicit, or accept any any gift having a fair market value of more than one hundred (\$100), whether in the form of money, service, loan, travel, entertainment, hospitality, or any other form.
- D. No county elected or appointed official or employee of the county shall use or permit the use of county time, funds or equipment or other personal or real property for private use, unless the use is available to the general public. Then, only to the extent upon the terms that such use is available to the general public.
- E. No elected county or appointed official or employee shall represent any person or business, other than the county in connection with any cause,

proceeding, application or other matter pending before the fiscal court.

- F. Nothing in this section shall prohibit any officer or employee from representing himself or herself in in matters concerning his or her own interest.
- G. No elected county or appointed official or employee shall be prohibited from making any inquiry for information or providing assistance on behalf of a constituent, if no fee, reward or other thing of value is promised to, given to or accepted by the officer or a member of his/her immediate family, whether directly or indirectly, in return therefore; and
- H. Nothing shall prohibit any county elected official or employee from receiving and retaining from the county actual and reasonable out-of-pocket expenses incurred by the officer or employee in connection with an appearance or travel on behalf of the county.

II. FINANCIAL DISCLOSURE

- A. The following individuals shall be required to file a financial disclosure statement:
 - 1. Elected Officials
 - 2. Candidates for elected office
- B. The initial statement of financial interests

required by this section shall be filed with the Board of Ethics, or the administrative official designated as the custodian of it's records by the Grayson County Board of Ethics, no later than 4:00 p.m. on the 15th day of April, 1995. All subsequent statements of financial interest shall be filed no later than 4:00 p.m. on the 15th day of April, each year, provided that:

- (1) Any newly appointed officer with the county or county agency shall file his/her initial statement no later than thirty (30) days after date of the appointment.
- (2) A candidate for county office shall file his /her initial statement no later than thirty (30) days after the date on which the person becomes a candidate for elected county office. A write-in candidate shall file within twenty-four (24) hours from the date of the filing of his affidavit for write-in candidacy.

- C. The Grayson County Board of Ethics may grant a reasonable extension of time for filing a statement of financial interest for good cause shown.
- D. In the event there is a material change in the information contained in a financial statement that has been filed with the Board, the official or

candidate for office shall, no later than thirty (30) days after becoming aware of the material change, file an amended statement with the Board.

E. The Grayson County Board of Ethics shall be the "Official Custodian" of the statements of financial interests and shall have control over the maintenance of the statements of financial interests. The statements of financial interests shall be maintained by the Board of Ethics as the "Custodian," as public documents, available for public inspection immediately upon filing.

F. A statement of financial interests shall be retained by the Board, or the designated administrative official, for the period of time that is determined by the department of Libraries and Archives. The board may impose a fine of \$250.00 to all officials late to file their financial disclosure statements without and extension given before the deadlines stated in this ordinance.

G. The financial disclosure statement should include the following information:

- (1) Name of Filer
- (2) Current business address, business telephone number and home address of filer
- (3) Title of filer's public office or office sought

- (4) Occupations of filer and spouse
- (5) Position held by the filer and any member of the filer's immediate family in any business organization or nonprofit entity from which the filer's immediate family received compensation in excess of ten thousand (\$10,000) during the preceding calendar year, and the name address, and telephone number of the business organization or nonprofit entity.
- (6) Name, address, and telephone number of each source of income from within the Commonwealth of Kentucky of both filer and spouse which exceeded ten thousand \$10,000.) during the preceding calendar year.
- (7) Location and type (commercial, residential, agricultural) of all real property within the county, other than the filer's primary residence in which the filer or filer's spouse had an interest of ten thousand dollars (\$10,000) or more during the preceding calendar year.

III. NEPOTISM

A spouse, child, parent, or sibling of an elected official may be employed or appointed to a position in county government, a county government agency or a special district in the county in which the

official serves provided that the person is qualified for the job and is paid at a rate similar of pay comparable to their position in other county offices in Grayson County.

IV. ENFORCEMENT

- A. There is hereby created a Grayson County Board of Ethics which shall have the authorities, duties, and responsibilities as set forth in this ordinance to enforce provisions of this ordinance.
- B. The Grayson County Board of Ethics shall consists of two (2) members who shall be appointed by the Grayson County Fiscal Court and the County Judge/Executive. The initial members of the Grayson County Board of Ethics shall be appointed within sixty (60) days of the effective date of this ordinance. No member of the County Board of Ethics shall hold any elected or appointed office, whether paid or unpaid, or any position of employment with the county or county agency. The members shall serve for a term of 4 years; except that with respect to the members initially appointed, one member shall be appointed for 2 years and the other for 4 years, with all terms thereafter being 4 years. Members may be appointed for any number of consecutive terms.

- C. A member of the Grayson County Board of Ethics may be removed by the Grayson County Fiscal Court and the County Judge/Executive for misconduct, inability, or willful neglect of duties. Before any member of the Board of Ethics is removed from office under this section, the member shall be afforded the opportunity for a hearing before the Grayson County Fiscal Court.
- D. Vacancies on the Grayson County Board of Ethics be filled within 60 days by the Grayson County Fiscal Court. All vacancies shall be filled for the remainder of the unexpired term.
- E. Members of the Grayson County Board of Ethics shall serve without compensation unless otherwise approved by the Grayson County Fiscal Court.
- F. Minutes shall be kept of all proceedings of the Grayson County Board of Ethics.

POWERS AND DUTIES

- A. To receive financial disclosure statements from all elected and appointed officials, and candidates for office.
- B. To receive and investigate complaints, hold hearings, make findings of fact and determination with regard to alleged violations of the provisions of this

ordinance.

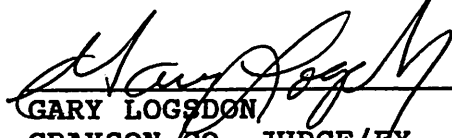
- C. To issue orders in connection with it's investigation and hearings requiring persons to submit in writing and under oath reports and answers to questions that are relevant to the proceedings and to order testimony to be taken by deposition before any individual designated by Board of Ethics who has the power to administer oaths.
- D. To refer any information concerning violations of this ordinance to the Grayson County Fiscal Court and the County Judge/Executive.
- E. To enforce the provisions of this ordinance with regard to all officers, employees, board and commission members of the county and county agencies who are subject to its terms by issuing appropriate orders and imposing penalties authorized by this ordinance.
- F. To develop and submit any reports regarding the conduct of its business that may be required by the Grayson County Fiscal Court.
- G. To issue opinions in response to inquiries response to inquiries responding to this ethics code.

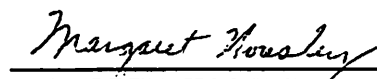
VI. SEVERABILITY CLAUSE

If any portion of this ordinance is found to be unenforceable or unconstitutional deemed by a court of confident

jurisdiction, the remaining provisions of this ordinance shall remain full force and in effect.

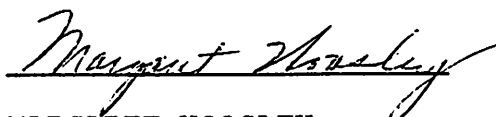
1ST READING HELD THIS 15TH DAY OF NOVEMBER, 1994,

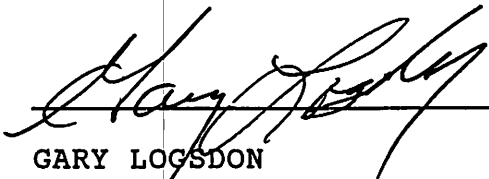

GARY LOGSDON
GRAYSON CO. JUDGE/EX.


MARGARET WOOSLEY
GRAYSON CO. COURT CLERK

2ND READING AND ADOPTION HELD THIS 20th. DAY OF DECEMBER, 1994

ADOPTED THIS 20th. DAY OF DECEMBER, 1994.


MARGARET WOOSLEY
GRAYSON CO. CLERK


GARY LOGSDON
GRAYSON CO. JUDGE/EXECUTIVE

Approved as to form



ATTEST: TOM GOFF
GRAYSON CO. ATTORNEY