

## **City Of Stoughton Standards Of Conduct For Stoughton Elected Or Appointed Officials And Employees**

A City of Stoughton Elected or Appointed Official or Employee should not:

- ◆ **Use Public Property for Private Benefit.**

No official or employee shall request or permit the unauthorized use of City owned vehicles, equipment, materials or property for personal convenience or profit.

- ◆ **Grant Special Consideration.**

No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

- ◆ **Serve in Incompatible Employment.**

No official or employee shall hold two offices or an office and position where one post is superior to the other, or where, from a public policy perspective, it is improper for one person to act under both posts. Exceptions are made for governing body members who serve on local boards and commissions, as long as no additional remuneration is paid, and for governing body members who serve as EMTs and volunteer firefighters, as long as total compensation, including fringe benefits, does not exceed \$2,500 per year.

- ◆ **Enter into Public Contracts Without Notice.**

No official or employee who participates in the making of a contract in which such officer or employee has a financial interest or may exercise discretion in regard to that contract shall enter into any contract with the city unless within the confines of section 946.13, Wis. Stats., the contract is awarded through a process of public notice and competitive bidding.

- ◆ **Disclose Confidential Information.**

No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the city, nor shall they use such information to advance the financial or private interest of themselves or others.

◆ Refrain from Disclosure of Interest in Legislation.

No official or employee who has a financial or personal interest in any proposed legislation shall vote or discuss before the Council unless they shall disclose the records of the Council that nature of and extent of such interest.

◆ Solicit or Accept Rewards or Items or Services Likely to Influence.

No official or employee shall accept any gift, whether in the form of service, loan, thing, or promise from any person, firm or corporation which to his or her knowledge is interested directly or indirectly in any manner whatsoever in business dealings with the City; nor shall they accept any gifts, favor or thing of value that may tend to influence such official or employee in the discharge of their duties, or grant in the discharge of their duties any improper favor, service, or thing of value. Campaign contributions are an exception and are controlled by Subsection 1.12 of the Municipal Code of Ordinances. Gifts received under unusual circumstances should be referred to the Ethics Board within 10 days for recommended disposition.

***Note: This is a summation covering Standards of Conduct. For more authoritative information, consult Section 1.12 of the Municipal Code of Ordinances or Section 19.59 of the State Statues.***

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**City Of Stoughton Standards Of Prohibited Communications  
For Stoughton Elected Or Appointed Officials and Employees**

Electronic media (including Net books provided to individuals and departments) cannot be used for knowingly transmitting, retrieving or storing any communications that are:

- a) Discriminatory or harassing;
- b) Derogatory to any individual or group;
- c) Obscene as defined in Wis. Stats. § 944.21;
- d) Defamatory or threatening; or
- e) Engaged in any purpose that is illegal or contrary to the Governing Unit's policy or business interests.