

RESOLUTION NO. 2010-26

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ESTABLISHING A PROCEDURE FOR DISCLOSURE OF CONFLICTS OF INTEREST FOR ALL ELECTED AND APPOINTED OFFICIALS, EMPLOYEES, OUTSIDE CONSULTANTS, AND MEMBERS OF ALL BOARDS, COMMISSIONS AND AD HOC COMMITTEES

I. PURPOSE

The purpose of this Disclosure Policy and Procedure is to prevent the personal interests of elected or appointed officials, employees, outside consultants, and board, commission and committee members from interfering with the performance of their duties to Radnor Township. Conflicts of interest are specifically defined in the Pennsylvania State Ethics Act and in the Radnor Township Code of Ethics, however, the purpose of this Policy is to provide for a full disclosure of any and all actual or potential conflicts of interest in order to insure that all Radnor Township representatives are independent, impartial, and responsible to the citizens, and taxpayers of Radnor Township.

II. DISCLOSURE REQUIREMENTS

- A. All elected and appointed officials, employees, outside consultants, and members of all boards, commissions and committees shall make full disclosure, in writing, to the Board of Commissioners of all actual and potential conflicts of interest, including, but not limited to, the following:
1. That a board member is related to another board member, appointee, employee, outside consultant or member of a board, commission or committee by blood, marriage or domestic partnership.
 2. That an appointed official or employee in a supervisory capacity is related to another employee whom he or she supervises.
 3. That an organization of which an elected or appointed official, an employee, outside consultant, or member of any board, commission or committee is a member or officer stands to benefit from a Radnor Township transaction, or such organization receives payment from Radnor Township for any subcontract, goods, services or other beneficial payment.
 4. That an elected or appointed official, employee, outside consultant, or member of a board, commission or committees is a member or officer of an organization which receives grant funding or contributions from Radnor Township.
 5. That an elected or appointed official, employee, outside consultant, or member of a board, commission or committee is a member or officer of an organization that contributes money or in-kind services to Radnor Township.
 6. Anyone in a position to make decisions about spending Radnor Township's resources, and who also stands to benefit, either individually or as a member of an organization or business, has a duty to disclose that conflict as soon as it arises or

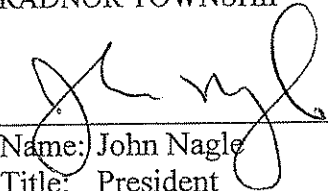
becomes apparent. Once disclosed, he/she should not participate in any decisions with respect to the transaction and/or decision.

7. That an elected or appointed official, employee, outside consultant or member of any board, commission or committee has formally applied for employment with Radnor Township.
- B. Upon full disclosure of an actual or potential conflict of interest or any condition as set forth above, the Township Manager shall determine whether an actual or potential conflict of interest exists, and shall make a recommendation to the Board of Commissioners. The disinterested members of the Board of Commissioners shall make a determination as to whether a conflict exists under this Policy and what subsequent action is appropriate, if any. The Board shall retain the right to modify or reverse any such initial determination and action.
- C. All actual and potential conflicts of interest shall be disclosed by all elected and appointed officials, employees, outside consultants, and members of all boards, commissions and committees, through an annual disclosure form and/or whenever a conflict arises.
- D. Once a determination is made that a potential or actual conflict exists under this Policy, any interested elected or appointed official, employee, outside consultant, or member of any board, commission or committee shall not participate in any discussion or debate of the subject matter of the potential or actual conflict. Notwithstanding the foregoing, the interested individual may be present to provide clarifying information in such a discussion or debate if requested by the Township Manager or Board of Commissioners.
- E. A copy of this Policy shall be given to all elected or appointed officials, employees, outside consultants, and members of all board, commissioners and committees upon commencement of such person's relationship with Radnor Township or upon the official adoption of this Policy. Each elected and appointed official, employee, outside consultant, and member of any board, commission or committee shall sign and date the policy at the beginning of his/her term of service or office, and each year thereafter on or before May 1st of each year. Failure to sign this Policy does not nullify the policy.

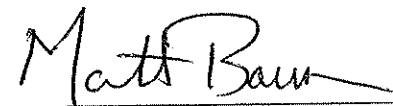
SO RESOLVED, this day of , A.D., 2010.

RADNOR TOWNSHIP

By:


Name: John Nagle
Title: President

ATTEST:


Matthew Baumann, Secretary