

**LEELANAU COUNTY
BOARD POLICY**

GENERAL SUBJECT:	Administration/General (County Administrator)	Policy No.	6
SPECIFIC SUBJECT:	Conflict of Interest Policy	Adopted:	06/21/2005
		Revised:	01/03/2007
		Revised:	09/17/2013

APPLIES TO: Leelanau County Board of Commissioners and members of County Committees, Commissions, and Boards who are appointed by the Leelanau County Board of Commissioners (“public servants.”)

PURPOSE: Each individual subject to this policy shall receive a copy and acknowledge in writing that he/she understands and agrees to the provisions herein. Elected countywide officials are hereby requested to comply with this Conflict of Interest Policy.

As members and participants in county government, one must be diligent in avoiding unethical conduct and/or conflicts of interest. Every action and vote taken must not be affected by personal gain.

This policy is intended to supplement existing Michigan State Law dealing with unethical conduct and/or conflicts of interest by county commissioners and other members of county government.

In addition to this policy, public servants are bound by all state laws concerning these topics, including but not limited to:

- a. MCL 15.181 et seq., the Incompatible Public Offices Act,
- b. MCL 15.321 et seq., the Contracts of Public Servants with Public Entities Act;
and
- c. MCL 46.30, addressing interest in a contract or business transaction by county commissioners.

1. It is unethical to knowingly engage in activities which create a conflict of interest for a public servant. A conflict of interest occurs when the personal interest of a public servant places him/her in a position where he/she cannot execute his/her public duties without affecting his/her private interests. Leelanau County Commissioners and others covered by this policy

shall never use any County information coming to him/her in the performance of governmental duties for the purpose of making a personal profit, gain or other benefits.

2. This policy's prohibition of seeking personal profit, gain or other benefits extends to profits sought by or received by the public servant's immediate family.
3. Those covered by this policy shall not dispense special favors or privileges, and never accept for himself or herself or his/her immediate family, personal favors or benefits under circumstances which might be construed by a reasonable person as influencing the performance of his or her governmental duties.
4. It is the duty of all individuals subject to this policy to expose unethical conduct and conflicts of interest within Leelanau County government.
5. A clear example of a conflict of interest occurs when a public servant openly advocates the approval and funding for a program, which would result in a benefit to the public servant. More subtle examples of prohibited conflicts of interest are:
 - a. An individual participates in the discussion and/or votes for approval of special contracts/grants for a family member (remedy is abstention.)
 - b. An individual, with an organization which provides him/her with additional income advocates for or on behalf of that organization with the County (remedy is no advocacy.)
 - c. An individual participates in the discussion and/or votes on a rezoning, land purchase, road or facility improvement, or similar change that could be of direct personal benefit to him/her (remedy is abstention.)
6. A political contribution is solicited, accepted, or retained when the recipient believes it was made in expectation that it would influence the award of County business.
7. Persons believing a violation of the ethics policy may have occurred may report it in writing addressed to the Chairperson of the Board of Commissioners, or if the allegation is against the Chairperson to the Vice-Chairperson. Such complaints shall be investigated as determined by the Board of Commissioners.
8. Violation of this policy may result in the adoption of a Resolution of Censure by the Leelanau County Board of Commissioners or other appropriate action including, but not limited to, those remedies provided by relevant State laws.

Conflict of Interest Policy

Acknowledgement

The undersigned appointed member of Leelanau County Boards and Commissions hereby acknowledges that he/she has received a copy of the Conflict of Interest Policy.

The undersigned also understands that he/she is bound by the policies and procedures described in this policy.

Member

Dated: _____

Please return to the following address:

Leelanau County Administrator's Office
8527 E. Government Center Drive, Suite 101
Suttons Bay, MI 49682