

CITY OF BETHLEHEM

Inter-Office Memorandum

SUBJECT: Proposed Ordinance – Requirements for Ethics Training for City Council Members

TO: Members of City Council

FROM: Shawn M. Martell, Member of Council

DATE: April 11, 2017

Attached is an Ordinance I am proposing that requires Members of City Council to attend ethics training. This requirement is intended to help support the work of Council Members, and to provide the proper guidance necessary to continually fulfill the obligations of the office with integrity and character. As you are aware, I publicly stated my interest in ethics training, and feel strongly that this is an essential measure in the interest of furthering good government in our great City.

The training sessions will occur within six months of biennial City Council organizational meetings held pursuant to state law, and will be open to other City Municipal Elected Officials, employees of the City of Bethlehem, and the public. The Ordinance provides for a certificate of completion for Council Members that will be filed in the City Clerk's Office and posted on the City's website.

I have been in contact with the Pennsylvania State Ethics Commission, and they have confirmed that they will come to Bethlehem to provide this training at no cost to the City. The Clerk's Office will coordinate the logistics. The Pennsylvania State Ethics Commission has provided advice and training to Pennsylvania Municipal Officials for over 25 years, and thus are especially experienced with such sessions. As the arbiter of the Pennsylvania Public Official and Employee Ethics Act, the Commission is particularly well-suited and equipped to conduct the proposed training sessions. Topics include, but are not limited to, the mission and processes of the State Ethics Commission, conflicts of interest, restrictive activities, "revolving doors", advisory opinions, statements of financial interest, investigations, penalties, and how to pursue more information. The presentation is directed towards municipal-level officials and employees, and it provides many contextual examples. It also allows for a question and answer session.

I would request that the proposed Ordinance be considered at the May 2, 2017 City Council Meeting on First Reading.

Thank you.



Shawn M. Martell, Member of Council

Attachment

cc:	J. Spirk, Jr., Esq.	W. Achey	A. Karner
	Mayor Donchez	M. Alkhal	J. Persa
	W. Leeson, Esq.	E. Boscola	M. Cichocki
	G. Yasso	D. Brong	M. Brichta
	K. Farber	M. DiLuzio	B. Kleintop

BILL NO.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF BETHLEHEM,
COUNTIES OF LEHIGH AND NORTHAMPTON,
COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING REQUIREMENTS FOR
ETHICS TRAINING FOR CITY COUNCIL MEMBERS

THE COUNCIL OF THE CITY OF BETHLEHEM HEREBY ORDAINS AS FOLLOWS:

SECTION 1 - TRAINING REQUIREMENTS

- A. The City Council President, in conjunction with the City Clerk's office, shall schedule a Committee of the Whole meeting within six months of the biennial City Council organizational meeting held pursuant to state law, at which the Pennsylvania State Ethics Commission shall present a training seminar on the rules, regulations, penalties, and other pertinent matters relating to ethics guidelines for municipal elected officials and employees. No other business shall be transacted or discussed at the ethics training meeting.
- B. All Members of City Council shall be required to attend the ethics training meeting. The meeting shall be open to other City Municipal Elected Officials and employees of the City of Bethlehem, and Council shall provide for and encourage their attendance.
- C. The ethics training meeting shall be advertised as provided by general law, and shall be publically announced and posted on the City website 30 days prior to its commencement.
- D. If a Member of City Council is unable to attend said meeting due to unforeseen emergency, said Council Member shall be required to seek out and attend equivalent ethics training within the same calendar year at their own expense.
- E. Members of Council will obtain a certificate of completion and submit the certificate to the City Clerk within one (1) month of attendance. The certificate shall be forwarded, with signatures redacted, by the Bethlehem City Clerk to the Information Services Bureau of Bethlehem which shall make accessible such certificate on the Bethlehem City website not later than five (5) days after they are received in the Bethlehem City Clerk's Office.

SECTION 2 – FAILURE TO COMPLY

Any Council Member who violates any provision of this Ordinance shall be subject to a fine of \$100.00.

SECTION 3 – REPEALER

That all ordinances and sections thereof that are inconsistent with this Ordinance are hereby repealed.

Sponsored by _____

PASSED finally in Council on this day of , 2017.

President of Council