

RUTHERFORD COUNTY CITIZEN STORM WATER ADVISORY COMMITTEE

BY-LAWS

ARTICLE I: THE COMMITTEE

Section 1. Name of Committee. The name of the Committee shall be Rutherford County Citizen Storm Water Advisory Committee.

Section 2. Office of the Committee. The principal office of the committee shall be located at One Public Square South, Murfreesboro, Tennessee.

Section 3. Creation of Committee. The Committee was created as a response to the EPA Phase II Final Rule. This rule is an extension of the National Pollutant Discharge Elimination System (NPDES) Storm Water Program.

Section 4. Membership.

a. The number of members of said committee shall be determined by the county legislative body, currently set at eight active members.

b. The terms of appointed members shall be two (2) years, with unlimited reappointments being allowed.

c. The legislative body may remove a member of the committee for cause specified in writing served on the member and after hearing, of which he shall be given not less than fifteen (15) days written notice.

d. The County Mayor, subject to confirmation shall fill any vacancy in membership of the Committee through nomination by the county legislative body for the un-expired term.

e. Membership on the Committee shall be representative of the following, but is not limited to these areas:

Soil Conservation/Environmental/Agricultural/Civic/Builder/Developer/Civil Engineer/Landscape Architect/Educator

f. Ad-hoc Members shall be appointed by the County Mayor as deemed needed.

ARTICLE II: OFFICERS/COMMITTEES

Section 1. Officers. The officers of the Committee shall be a chairman and vice-chairman.

As of September 12, 2023

Section 2. Elections. The chairman and vice-chairman shall be elected at the annual meeting of the committee from the voting members to serve for terms of one year, with eligibility for re-election. Officers shall hold office until successors are elected.

Section 3. Chairman. The chairman shall preside at all meetings of the Committee, call special meetings in accordance with these by-laws, see that all actions of the Committee are properly taken, and perform such duties as the Committee shall authorize. The chairman may participate in all discussions and shall vote as a member of the Committee.

Section 4. Vice-Chairman. During absence, disability or disqualification of the chairman, the vice-chairman shall exercise or perform all duties and be subject to all the responsibilities of the chairman. In the absence of the chairman and vice-chairman, and a quorum is preset for a regular or special meeting, then a chairman pro-tem for such meeting shall be elected from those present by those members present.

Section 5. Vacancies. Should any vacancy occur among the members of the Committee by reason of death, resignation, disability, or otherwise, the Chairman thereof shall give immediate notice to the County Mayor. Should the office of chairman or vice-chairman become vacant, the Committee shall at its next meeting, elect a successor in the manner prescribed for the election of such officer and such election shall be for the un-expired term of such office.

ARTICLE III: MEETINGS

Section 1. Annual Meeting. The annual meeting of the Committee shall be held on the second Tuesday in September at a place and time designated by the chairman. When a conflict arises, such as holidays or inclement weather, the annual meeting shall be held at such other time or place as may be designated by the chairman. The purpose of this annual meeting shall be the election of officers.

Section 2. Special Meetings. The Chairman of the Committee may, and shall, upon request of two members call a special meeting of the Committee for the purpose of transacting any business designated in the call. The Chairman of the Committee may, and shall, upon request of the County Engineer call a special meeting of the Committee for the purpose of transacting any business designated in the call. Five days prior notice of the meeting shall be given members.

Section 3. Quorum. A quorum (50% of membership) shall be present to transact official business of the Committee. Approval of a simple majority of those present shall be required to pass a motion unless otherwise provided by these by-laws.

Section 4. Vote.

a. Manner of Voting. All matters to be voted on by the Committee shall be put in the form of a motion by one of the voting members and seconded by another voting member. A motion may be amended in accordance with Robert's Rules of Order. The chairman shall conduct the voting by asking those in favor to signify by saying "Yes" and

those opposed by saying "No". The chairman shall inform the recording secretary of the number of "Yes" and "No" votes. The chairman shall have a roll call vote if there is any question about the result of the vote or if any members so request and the record of such roll call vote shall be recorded by the recording secretary in the minutes.

b. Record of Action. All motions that are voted on shall be recorded in the minutes of the meeting. The names of the members making the motion and second, the number of "Yes" and "No" votes shall be recorded. Any votes to pass shall be recorded as no votes. The record shall include the name of any member abstaining from discussion and voting.

Section 5. Conflict of Interest. Any member having a conflict of interest in a proposal before the Committee shall inform the chairman prior to the meeting that he or she will abstain from any consideration of the matter. The member shall abstain from all discussion and voting on the proposal, and will not be considered present for the purpose of establishing a quorum. A conflict of interest shall exist under the following conditions:

a. When a member has a personal financial investment in any matter that is considered by the Committee.

b. When a member determines in his or her own mind that there are compelling reasons that will prohibit them from acting in the best interest of the greater community.

The above shall not include proposal relative to a member's place of residence including his neighborhood, or plans of general community significance in which a case of conflict of interest shall exist as to that amendment only.

ARTICLE IV: RULES OF ORDER.

When a parliamentary matter arises that is not covered by these by-laws, Robert's Rules of Order shall apply.

ARTICLE V: AMENDMENTS.

The by-laws of the Rutherford County Citizen Storm Water Advisory Committee may be amended at regular or special meetings, but no amendment shall be adopted unless at least five days notice has been given to all members. A favorable vote of a majority of the entire membership shall be required to effect a change in these by-laws.