

MARION COUNTY SURFACE WATER ADVISORY BOARD BYLAWS

ARTICLE I. CREATION, AUTHORITY AND DUTIES

Section 1. Creation. The Marion County Surface Water Advisory Board herein after referred to as the "Board" has been created by the Marion County Commissioners, herein after referred to as the "Governing Body", by the initial adoption of Resolution No. 06-16 which was passed and approved on August 31, 2006. The Board has been created in order for major stakeholders to come together to speak with one voice for the improvement of water quality, reduction of deterioration of surface water bodies, and to enhance recreational opportunities within Marion County.

Section 2. Membership. The membership of the Board shall consist of nine members serving a term as long as they are qualified and choose to do so. Each member shall be a stakeholder in the county. The governing body has determined that major stakeholders shall consist of the following:

1. One representative of the City of Marion
2. One representative of the City of Hillsboro
3. One representative of the City of Peabody
4. One representative of the Recreational Users
5. Two representatives of Agricultural Users
6. One representative of Irrigational Users
7. One representative of Improvement District No. 2
8. One representative of Marion County Soil Conservation Commission

The Representative of the Governing Body shall serve as a non-voting Chairperson and the Marion County Environmental Health Sanitarian shall serve as a non-voting Secretary and advisor for the Board. A representative from other agencies may also serve in a non-voting advisory capacity. Each member shall be a resident of Marion County and a duly appointed representative of a stakeholder. In the absence of a representative, the stakeholder shall appoint an alternate representative to attend in their place. If, at any time, there is a vacancy, the jurisdiction represented by the vacancy shall submit a new recommendation for approval by the governing body.

Section 3. Authority. The Board is vested with the responsibilities of determining the best interest of the county as a whole in matters pertaining to surface water issues and the protection of such and to improving the recreational uses of surface water in Marion County.

Section 4. Duties. As provided for by the resolution, the duties of the Board shall be:

1. Discuss water quality issues and determine the best plan of action.
2. Prepare plans for special projects.

3. Maintain reference library of plans, reports, maps, resolutions, regulations, and policies for officials, citizens and developers.
4. Conduct discussions and make recommendations on matters relating to improving recreational use of surface waters in Marion County.

Section 5. Compensation. Members of the Board shall serve without compensation for their services; however, the members may request reimbursement for their authorized out-of-pocket expense related to the Board's activities as the Governing Body may deem desirable.

ARTICLE II. OFFICERS, ELECTION AND DUTIES.

Section 1. Officers. The officers of the Board shall consist of a Chairperson and Secretary. The Chairperson shall be the non-voting representative of the Governing Body and the Secretary shall be the non-voting Environmental Health Sanitarian. These positions shall serve in an advisory capacity and are so appointed to ensure the board operates in a constructive and efficient manner.

Section 2. Duties. The Chairperson shall preside at all meetings of the Board. In the absence of the Chairperson, the Secretary shall preside. The Chairperson shall sign all minutes, and other official papers and documents to indicate that they have been approved by the Board. The Chairperson shall represent the Board at all meetings with other groups unless another member is designated to perform that function. The Chairperson shall also be responsible to oversee the preparation and distribution of agendas for each meeting.

The Secretary of designee shall perform the following duties:

1. Prepare the minutes of each meeting and submit them to the Board for approval.
2. Maintain an official file or record book of the minutes as approved and signed; and provide the Governing Body with copies on a continuing basis.
3. Distribute to each Board member all current materials relating to current issues as they are received, including agendas and research material.
4. Serve as the point of contact for all board business as well as for outside agencies.

ARTICLE III. MEETINGS.

Section 1. Regular Meetings. Regular meetings of the Board shall be held on the third Tuesday of each month. When the date of a regular meeting coincides with a legal holiday, the Board may designate the date for the next regular meeting. Unless otherwise publicly announced by the Chairperson, all meetings shall be held in the Commissioner's room at the Marion County Courthouse beginning at 7:00 p.m., provided, however, that the Board may adopt another hour, date and place of meeting by majority vote.

Section 2. Special Meetings. Special meetings may be called by the Chairperson or in the Chairperson's absence by the Secretary, for whatever date, time and purpose deemed necessary. In the event a special meeting is called, notice as to date, time, place and reasons for the meetings shall be given by the Chairperson to all the Board members and the Governing Body at least 10 days before the meeting.

Section 3. Open Meetings. All meetings of the Board shall be open to the public and to representatives of the news media.

Section 4. Agendas. The Secretary shall prepare an agenda of all matters to come before the meeting and mail or deliver it to the Board members no later than 10 calendar days preceding the next regular meeting. Copies of the agenda shall be furnished to the Governing Body. Any member of the Board may place items on the agenda by advising the Chairperson no later than 14 days preceding the next regular meeting.

Section 5. Recording of Meetings. The Secretary shall maintain complete records of all matters coming before the Board. The Secretary shall also prepare and maintain permanent minutes to be kept in a file or record book available for public view. A draft copy of the minutes shall be provided to board members with the agenda at least 10 days prior to the next scheduled meeting. Permanent copies of such minutes shall not be removed from the Courthouse except by order of a court. Copies of the minutes shall be furnished to all persons or bodies making such a request to the Secretary. The Secretary may make such charges as are necessary to recover the cost of making such copies.

ARTICLE V. AMENDMENTS TO BYLAWS.

Section 1. Amendments. The Commission may, by a two-thirds majority vote thereof, amend these Bylaws or any provisions or sections thereof, at any time when the same is not in conflict of any of the laws of the State of Kansas or resolutions of the County applicable thereto. Notice of the proposed amendments shall be furnished by the Secretary to the Commission members and the Governing Body not less than 20 calendar days prior to the meeting at which such amendments are to be considered.

As revised and approved the 17th day of April, 2007.

Surface Water Advisory Board of Marion County, Kansas

By: _____
Chairperson

Attest: _____
Secretary