

Carroll County, Maryland
Solid Waste Advisory Council
Bylaws

ARTICLE I – Name

The name of this organization shall be the Solid Waste Advisory Council hereinafter referred to as the “Council”.

ARTICLE II – Purpose

The purpose of the Council is to advise the Carroll County Department of Public Works, Bureau of Solid Waste, on selected matters relating to the administration, operation, capital projects and budget of the bureau as needed. The Council will provide a forum for the advisory input from users of the County’s solid waste facilities.

ARTICLE III – Membership

The Council will be comprised of seven to ten voting members appointed by the Carroll County Board of Commissioners as follows:

- Representatives from the Environmental Advisory Council Solid Waste Subcommittee, and
- Representatives from residents of Carroll County with at least one representative who is familiar with the Hoods Mill Landfill operation. The purpose of this member is to provide representation for the Hoods Mill Landfill surrounding area.
- Representatives from the Waste Hauling Industry.

Members will be appointed to serve terms of three years. Appointments shall be staggered such that individual terms are overlapping. A member may not serve more than three consecutive terms.

ARTICLE IV – Attendance

Members are expected to demonstrate their commitment to serving on the Council by making every effort to attend all meetings and arrive punctually. Any member who is frequently absent, may be referred to the Board of County Commissioners to be considered for removal from membership. Any such recommendation must be made by the chairperson after an official vote of the Council.

Any member not planning to attend a regularly scheduled meeting of the Council should notify the chairperson and the County staff liaison at least twenty-four hours prior to the meeting.

ARTICLE V – Termination

All members serve at the pleasure of the Board of County Commissioners. The Board of County Commissioners may remove a Council member on its own motion or upon the recommendation

of the Council. The Board of County Commissioners may remove a member when it determines that it is in the best interest of the Council or the County to do so.

If the Council determines by a majority vote that a member should be removed, the chairperson of the Council shall report that recommendation to the Board of County Commissioners for its consideration.

Resignations by members shall be submitted in writing to the Board of County Commissioners.

ARTICLE VI – Officers

The members of the Council shall elect a chairperson from amongst its membership. The chairperson shall preside at all meetings of the Council. The members of the Council shall elect a vice chairperson from amongst its membership. The vice chairperson shall preside at all meetings of the Council in the absence of the chairperson. The Council may elect other officers from its membership as it deems necessary. Officer terms will be for 2 years and may serve multiple terms if re-elected.

ARTICLE VII – Voting

Each Council member shall have one vote, in attendance at any given meeting, on all matters that shall come before the Council.

ARTICLE VIII – Staff Liaisons

The following County departmental staff liaisons will be available to assist the Council:

- One from the Department of Public Works or its successor, and
- One from the Department of Management and Budget or its successor.

ARTICLE IX – Meetings

A majority of the currently appointed voting members of the Council shall constitute a quorum for the purpose of conducting official business. The Council shall hold meetings quarterly at the Carroll County Government Office Building or other meeting sites as agreed upon by the Council. Electronic communication may be used to obtain the input of the Council members outside of regularly scheduled meetings as deemed necessary. All meetings shall be open to the public and all meetings must comply with the State of Maryland Open Meetings Act.

ARTICLE X – Staff Support

The County shall provide the staff necessary to perform the administrative duties of the Council. Duties include:

- Timely notice of meetings, and

- Recording, transcribing and maintaining a permanent file of the minutes of the Council and,
- Receipt, preparation and transmittal of any correspondence of the Council as well as maintenance of a permanent file of such correspondence, and
- Other duties as may be requested by the Council.

ARTICLE XI – Amendments to Bylaws

These bylaws may be amended, repealed or suspended at any meeting of the Council, in whole or in part, by a two-thirds vote of the voting members of the Council.

Adopted as amended this

27th day of July

, 2015.

Solid Waste Advisory Council



By: , Chair