

**MATTHEWS ENVIRONMENTAL ADVISORY COMMITTEE  
BYLAWS**

**ARTICLE I - NAME**

The Matthews Environmental Advisory Committee hereinafter referred to as "The Committee" or "EAC".

**ARTICLE II - MISSION STATEMENT**

The mission of the Environmental Advisory Committee (EAC) is to advise and assist the Board of Commissioners on all areas of potential environmental impacts to the Town of Matthews and its citizens. This typically includes air, water, and land pollution issues along with physical agent issues such as noise and radiological health issues along with energy management and growth alternatives that have environmental impact. Also, the EAC provides specific support on current and future waste management in the Town, including solid waste, household hazard waste, and recycling activities. This can be conducted both in support of Town of Matthews initiatives and education of Town citizens on environmental issues. The EAC also has expertise in emergency management that may be needed in the event of accident or event that involves hazardous materials (most often defined as chemical, biological, nuclear, and radiation).

**ARTICLE III - SCOPE OF WORK**

The EAC provides input and oversight to the activities of the Town of Matthews through the Board of Commissioners on many environmental initiatives. Traditionally included in these initiatives are:

- \* Support in selecting solid, household hazardous waste, recycling, and yard waste contractors and providing oversight into the appropriate management of these materials.
- \* Provide input and support on issues of air pollution that affect Town residents both from a protection of the environment and education on potential future impacts of air pollution on Town residents.
- \* Provide input and support on issues of water (potable, sanitary, and storm water) along with providing support to Town ordinances that oversee water issues.
- \* Provide input and support on physical agents (noise and radiation, etc.) that affect Town residents both from a protection of the environment and education on potential future impacts of these agents on Town residents.
- \* Provide input and support on energy management issues that affect Town residents both from a protection of the environment and education on potential future impacts on Town residents.
- \* Provide support on smart growth (zoning, planning, transportation, etc.) for the Town's other Boards and Committees from an environmental perspective.

These opportunities for support include actions and initiatives that directly affect the Town and its citizens and also through regional, state, and federal actions and initiatives.

Educational efforts are also part of the EAC's role in supporting the Town and its citizens and will be conducted as appropriate.

#### **ARTICLE IV - MEMBERSHIP**

Any member appointed to the Matthews Environmental Advisory Committee must be a resident of Matthews, NC. The Committee shall be composed of up to nine (9) members appointed by the Town Board of Commissioners. A staff member will act as liaison to the Committee. Each citizen shall be appointed to a two-year term, and may serve an unlimited number of terms. If a vacancy shall occur on the Committee, then the position can be filled upon recommendation of the Committee liaison and Chairman, by the Town Board of Commissioners.

Where possible, appointments shall be made in such a manner as to maintain on the Committee at all times a majority of members who have had special training or experience in environmental engineering and pollution control fields.

#### **ARTICLE V - CONFLICT OF INTEREST**

In order to avoid the appearance of conflict of interest, members of the Committee shall refrain from voting on issues that have a direct and narrow fiduciary effect on an organization by whom they are employed or for whom they serve as director. Members of the Committee shall be prohibited from applying for or receiving grants from the Town as individuals.

#### **ARTICLE VI - OFFICERS**

The Committee shall elect a chairperson, vice-chairperson, and a secretary; the latter office need not be a member of the Committee. Elections shall be held at the first meeting of the calendar year each year.

#### **ARTICLE VII - MEETINGS**

Meetings will be held once a month. The Chair may cancel a meeting with 5 business days notice to the Town Clerk, along with e-mail notice to the local print media, when there is no business to conduct. All meetings will be open to the public. A quorum shall be defined as a majority of the appointed members, and shall be necessary to take any official action. Staff liaison is considered a non-voting position.

#### **ARTICLE VIII - ATTENDANCE**

In order for the Committee to carry out its duties and responsibilities, it is necessary for all members

to attend the meetings. Any member who shall fail to attend at least 75% of the regular and special meetings of the Committee during any one-year period, may be removed. The Chairperson shall notify the Town Board of Commissioners of any member who shall so fail to attend. The vacancy can be filled, upon recommendation of the Committee liaison and Chairperson, by the Town Board of Commissioners.

### ARTICLE IX - ORDER OF BUSINESS

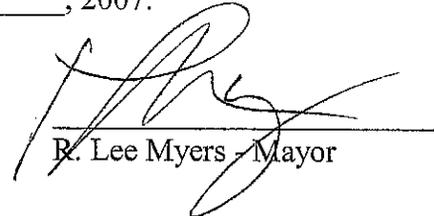
The Order of Business at Meetings shall be:

- \* Roll Call and Determination of Quorum
- \* Approval of Previous Minutes
- \* Storm Water and other appeals, if any
- \* Solid Waste Issues
- \* Air Issues
- \* Physical Agents (noise, etc.)
- \* Other New Business
  
- \* Adjournment

### ARTICLE X - ADOPTION

These bylaws are adopted by a majority vote of the Mayor and Town Board of Commissioners. Amendments to these rules shall only be made by the Mayor and Town Board of Commissioners.

Adopted this 8<sup>th</sup> day of October, 2007.

  
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R. Lee Myers - Mayor

  
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Jill Pleimann, Town Clerk