

**TOWN OF EDISTO BEACH
SCOTT CREEK COMMITTEE
BYLAWS**

Adopted: June 14, 2012
Amended:

Article 1- Name

The name of the committee shall be the Town of Edisto Beach Scott Creek Committee. It will be referred elsewhere in these bylaws as the “Committee.”

Article II-Purpose

The purpose and duties of the Committee shall be as follows:

- A. To make recommendations to Town Council at its regular monthly meetings on re-establishing flow on Scott Creek.
- B. To assist and advise the Town Council regarding establishing the flow to Scott Creek including solutions and funding. Areas of responsibility shall include developing, advocating and coordinating policy recommendations to the Town Council and educating Council about the Scott Creek Project.

Article III-Membership

- A. The Committee shall be composed of five members. Members shall be appointed by Town Council. The Committee shall be an advisory committee comprised of Town residents who have scientific knowledge, legal knowledge or historic knowledge regarding Scott Creek. Members shall not represent any special interest group or organization. Members shall not speak on behalf of Town Council, nor have any communications with outside agencies. All correspondence to Town Council or outside agencies shall be through the Town Administrator. All members shall serve without compensation.
- B. Members shall serve a two year term subject to early removal by Council. Members shall be open to re-appointment for 2 consecutive terms.
- C. Members may be removed from service by Council.
- D. Recommendations from the Committee must comply with existing laws and regulations.
- E. Recommendations from the Committee should focus solutions, estimated costs, research and funding of projects related to Scott Creek.

- F. The Committee shall not conduct any new studies or obligate funding. The Committee should compare and contrast all previous studies.
- G. The Committee shall work with the Town Administrator and staff to help secure any permits from OCRM and grants and financing as needed.
- H. The completion and submittal of grant applications for funding shall be prepared by the Committee.
- I. All materials and studies will be available to members at Town Hall during normal business hours.

Article IV-Officers and Terms of Office

- A. The officers of the Committee shall be a Chair and the Vice Chair and shall be elected by the committee at its first meeting of each year.
- B. Officers shall assume office immediately upon election and serve until the following election.
- C. The Town Administrator, Building Codes Administrator and Utilities Director shall serve as ex-officio members and shall not have voting status and shall be included in all correspondence.

Article V-Officer Duties

- A. The Chair shall preside at all regular and special meetings of the committee, and have the right to vote on all matters of business transacted by the committee.
- B. The Vice Chair shall assume the duties of the Chair in his or her absence.

Article VI-Meetings

- A. Regular meetings shall be held as necessary, as determined by the Chair. The regular location of meetings shall be held at Town Hall. Special meetings may be called by the Chair or may be called by the Chair on petition of the majority of the Committee. The location of the special meeting shall be at Town Hall.
- B. Meetings shall be public.
- C. Town Council and the Municipal Clerk of the Town are to assist the Chairperson with the agenda.
- D. Staff shall record the Minutes of all meetings of the Committee.

Article VII-Rules of Order

No specific rules of order are adopted. The committee shall operate by consensus. If consensus cannot be achieved, reference may be made to Roberts Rules of Order for assistance in resolution of procedural issues.

Article VIII-Quorum

A majority of the members of the committee shall constitute a quorum for the transaction of official business.

Article IX-Amendments

These By-laws may be amended by Town Council at its regular monthly meeting, provided that written notice of such amendments and their purpose has been furnished to each Town Council member at least three weeks in advance of the meeting. An amendment shall become a part of the By-Laws by a majority vote of a quorum of Town Council members. Anything in these By-Laws inconsistent, or in conflict with the laws of the State of South Carolina, or the policies of the Town Council of the Town of Edisto Beach, is hereby rescinded and annulled.

ADOPTED by the Mayor and Edisto Beach Town Council duly assembled this ___ day of _____ 2012.