

**BYLAWS OF THE
SEWAGE DISPOSAL TECHNICAL ADVISORY GROUP**

ARTICLE I

DUTIES, OBJECTIVES, AND PURPOSE

The authority for the formation of the Sewage Disposal Technical Advisory Group and its responsibilities are set forth in Nevada County Ordinance No. 1995, adopted May 26, 1998 and operative June 25, 1998 and any amendments thereto that may be adopted in the future.

ARTICLE II

MEMBERSHIP

Membership in this Group shall consist of five (5) consultants, one (1) appointed by each Board of Supervisor, who will serve at the pleasure of that Supervisor and one (1) contractor and one (1) realtor to be appointed by the Board of Supervisors, who will serve at the pleasure of the Board, with a total membership of seven (7). Each Group member will be qualified by experience and training to pass on matters pertaining to sewage disposal. Said Group members may not be employees of the County of Nevada. The members may be selected from the County at large without regard for supervisorial district.

ARTICLE III

MEETINGS

- 3.1 Regular meetings: The Group shall hold regular meetings once a month, or as determined by the Group, on the first Tuesday of each month at 4:00 p.m., at the Eric Rood Administration Center, located at 950 Maidu Avenue, Nevada City, California 95959.
- 3.2 Special meetings: The Group Chairperson may set special meetings at such time and place as may be deemed necessary.
- 3.3 Open meetings: The meetings of the Group shall be open and public and shall be subject to the Ralph M. Brown Act. (Government Code §§54950, et seq.).

ARTICLE IV

OFFICERS

- 4.1 Officers: Officers of the Group shall consist of a Chairperson and a Vice-Chairperson, who shall perform the duties generally prescribed for such offices.
- 4.2 Election: Officers of the Group shall be elected annually from the voting members by a vote of the voting members at the first meeting of each calendar year and shall serve for a term of one year or until their successors are chosen.

ARTICLE V
CONDUCT OF MEETINGS

- 5.1 Quorum: A majority of the total voting members of the Group shall constitute a quorum for the transaction of Group business and, unless otherwise provided herein, an action approved by a simple majority of that quorum shall stand as an action of the Group. No proxy votes will be allowed.
- 5.2 Rules of Procedure: The latest edition of Robert's Rules of Order may be used as a general guideline for meeting protocol. Adopted policies shall prevail whenever they are in conflict with Robert's Rules of Order.
- 5.3 Order of business: The order of business at each meeting shall include the call to order, roll call and determination of a quorum, approval of minutes of the last meeting, discussion of agenda items, public comment, correspondence and determination of future agenda items.

ARTICLE VI
STAFF TO THE GROUP

The Department of Environmental Health shall provide staff to the Group and shall keep records of all proceedings, prepare agendas, and send out all notices of regular and special meetings.

ARTICLE VII
CONFLICT OF INTEREST


No Group member shall cast a vote on any matter in which he or she has a financial interest as defined in the Political Reform Act of 1974 (Government Code §§81000, et seq.) and any regulations promulgated thereunder by the Fair Political Practices Commission.

ARTICLE VIII
AMENDMENTS

These Bylaws and any amendments thereto shall be adopted by a 4/5th vote of all Group members and ratified by the Board of Supervisors prior to becoming effective.

The Nevada County Board of Supervisors ratified these Bylaws on March 16, 2004.

ATTEST:



Cathy R. Thompson, Clerk of the Board