

BYLAWS
RAPIDAN SERVICE AUTHORITY

ARTICLE I

PREAMBLE

- 1-1. This authority was created on June 17, 1969, by the Boards of Supervisors of the Counties of Greene, Orange and Madison, under provisions of Virginia Water and Sewer Authorities Act, Title 15.1, Chapter 28, Code of Virginia, 1950, as amended.
- 1-2. The official title of this authority as designated by the aforesaid Boards of Supervisors is: "Rapidan Service Authority."
- 1-3. These bylaws or rules for the transacting of the business of this authority are made pursuant to authority vested in this authority under § 15.1-1250(b) of the Code of Virginia of 1950, as amended, and in accordance with the general provisions of the laws of the Commonwealth of Virginia governing water and sewer authorities as set forth in the Virginia Water and Sewer Authorities Act.

ARTICLE 2

MEMBERS

- 2-1. This authority shall consist of six members, two members to be appointed by the Boards of Supervisors. The members representing each county shall reside in that county.
- 2-2. All members of this authority are appointed by the respective Board of County Supervisors for terms of four (4) years.
- 2-3. The authority may provide for the payment of expenses of members and reasonable compensation for members of the authority, not to exceed the amount authorized from time to time by resolutions of the Boards of Supervisors.
- 2-4. Any vacancy in membership will be filled by appointment of a member by the Board of Supervisors of the County from which the vacancy occurs. Such appointment will be for the unexpired term only.

- 2-5. Any member may be removed by the Board of Supervisors appointing the member for inefficiency, neglect of duty, or malfeasance or misfeasance in office.
- 2-6. The privileges of a Board member may be restricted by majority vote of the Board of Members; provided however, that the restrictions imposed and the basis for such restrictions shall be specifically stated in the resolution passed by the Board.

ARTICLE 3

OFFICERS AND THEIR SELECTION

- 3-1. The officers of the Service Authority shall consist of a chairman, a vice-chairman, a secretary-treasurer and an assistant secretary. The secretary-treasurer and assistant secretary need not be members of the authority.
- 3-2. Nomination of officers shall be made at the annual meeting held in June of each year. The election shall take place at the same meeting.
- 3-3. A candidate receiving a majority vote of the entire membership of the authority shall be declared elected. He shall take office immediately and serve for one (1) year, or until his successor takes office.
- 3-4. Vacancies shall be filled by regular election procedure at any regular.

ARTICLE 4

DUTIES OF OFFICERS

- 4-1. The duties of the chairman are:
- (a) to preside at all meetings;
 - (b) to appoint all committees;
 - (c) to rule on procedural questions (subject to a reversal by a 2/3 vote of members present);
 - (d) to carry out other duties as assigned by the authority.
- 4-2. The duties of the vice-chairman are:
- (a) to act in the absence of the chairman.
- 4-3. The duties of the secretary-treasurer are:
- (a) to keep a written record of all business transacted by the authority;
 - (b) to notify members of the meetings;
 - (c) to keep all official records and reports of the authority

- (d) to certify all records, and reports of the authority;
 - (e) to attend to the correspondence of the authority;
 - (f) to keep a record of the minutes of the meetings.
- 4-4. The duties of the assistant secretary are:
- (a) to act in the absence of the secretary.

ARTICLE 5

COMMITTEES

- 5-1. Committees: The chairman may appoint such committees as he may deem necessary.

ARTICLE 6

MEETINGS

- 6-1. Regular meetings of the authority shall be held as provided in resolution of Board of Members adopted from time to time.
- 6-2. Special meetings shall be called at the request of the chairman or at the request of a majority of the membership. Written notice of meetings shall be given to each member at least two (2) days prior to such meetings, unless waived.
- 6-3. All meetings and records of the authority shall be open to the public in accordance with the provisions of the laws of Virginia.
- 6-4. A majority of the membership of the authority shall constitute a quorum.

ARTICLE 7

ORDER OF BUSINESS

- 7-1. The order of business for a regular meeting shall be:
- (a) Call to order by the chairman;
 - (b) Roll call;
 - (c) Determination of a quorum;
 - (d) Reading of minutes;
 - (e) Unfinished business;
 - (f) New business;
 - (g) Adjournment.
- 7-2. Parliamentary procedure in authority meetings shall be governed by the adopted rules of order, namely, Robert's Rules of Order.

ARTICLE 8

AMENDMENTS

- 8-1. Except as otherwise provided by law, these bylaws may be amended by affirmative vote of two-thirds of the members after ten days' written notice has been given to the members of the proposed change.