

**OFFICIAL
TOWN OF McCANDLESS
RESOLUTION No. 8 OF 2016**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, ESTABLISHING AN ENVIRONMENTAL ADVISORY COMMITTEE TO TOWN COUNCIL.

WHEREAS, Section 410 of the Charter of the Town of McCandless authorizes Town Council to appoint advisory committees by Council, and

WHEREAS, Town Council has determined that it would further the health, safety and welfare of the residents of the Town to create an advisory committee called the Environmental Advisory Committee to help develop and recommend policies and programs to Town Council to preserve and enhance aspects of the character of the Town of McCandless and to address environmental issues in the Town.

NOW, THEREFORE IT IS HEREBY RESOLVED by the Town Council of the Town of McCandless as follows:

1. An advisory committee called the Environmental Advisory Committee (EAC) is hereby created by Town Council.
2. Actions or Projects of EAC must be approved by Town Council before the study or project commences. A research or study document attached to this document (Exhibit A) must be presented to Council stating the scope of the project including methodology, time constraints and cost considerations both for the study and any long term costs associated with implementation of any studies.
3. The EAC shall consist of members who are Town residents appointed by Town Council serving a staggered four-year term plus a Council member who serves as a liaison to Town Council and is a non-voting member on any EAC votes. One member of the EAC will be appointed from each ward of the Town. In the absence of an applicant from a particular ward, Council may appoint a resident from another ward.

The members of the EAC shall receive no remuneration.

4. Four of the initial members of the EAC shall be appointed for four years; three initial members shall be appointed for two years. All subsequent appointments shall be made for four-year terms unless the appointment is being made to fill the unexpired term of a member.
5. The EAC shall elect a chairperson and vice chairperson annually. The chairperson shall preside at all meetings of the EAC, decide all points of order or procedures and perform all duties required by these rules. The vice chairperson shall preside in the absence of the chairperson. Vacancies for chairperson or vice chairperson created by any cause

shall be filled for the unexpired term by a new election. Such election shall take place at the next regularly scheduled meeting of the EAC.

6. The EAC shall meet on the second Wednesday of each month unless this occurs on a holiday; in that case the meeting may be canceled or rescheduled by the committee to the third Wednesday of the month. The site of the meeting will be the McCandless Town Hall. All meetings will be scheduled for 7:30 p.m., prevailing time. All meetings are public. Notice of all meetings must be published in a Town newspaper of record and posted on the Town's website.
7. The Town Attorney or his/her designated representative shall be legal counsel for the EAC.
8. A quorum necessary for the transaction of business shall consist of four members of EAC. A quorum is necessary to recommend a proposal to Town Council.
9. Any action by the EAC requires four affirmative votes.
10. There shall be no proxy voting at the EAC meeting, nor can proxies be extended for the purpose of establishing a quorum at any EAC meeting.
11. All EAC meetings shall comply with Pennsylvania Sunshine Act and any amendments to the act.
12. All procedures, protocols and actions shall be consistent with Town's Home Rule Charter, Town Ordinances and policies, local, state, and federal law and Robert's Rules of Order.
13. The Town may provide an administrative assistant and the assistance of Town administrative staff with the approval of Town Manager.
14. Agendas and minutes shall be posted on the Town's media on the Town's electronic viewing sites.

Motion made by Council member Powers, seconded by Council member Mertz, and this resolution is adopted this **23rd** day of **May, 2016**.

ATTEST:


Secretary

TOWN COUNCIL
TOWN OF McCANDLESS


President

GJA/mah