

Updated September 12, 2002

These By-Laws were approved by unanimous vote at the September 24, 2002 Watershed Advisory Council Board of Director's meeting.

INTERIM BY-LAWS
of the
ONEIDA LAKE WATERSHED ADVISORY COUNCIL

Section 1 - PURPOSE:

The Oneida Lake Watershed Advisory Council is a committee of municipal governments and stakeholders in the watershed that will provide leadership for and oversee the development and implementation of the Oneida Lake and Watershed Management Plan.

Section 2 - ROLE:

The role and responsibilities of the Watershed Advisory Council include, but are not limited to providing leadership for:

- A) Refining the structure and current role of the Council;
- B) Defining the future structure and role of the Council;
- C) Providing local water resource information (when available) to be included in the State of the Lake and Watershed Report;
- D) Assisting in the development, distribution and analysis of necessary surveys to identify local issues of concern;
- E) Prioritizing these issues of concern;
- F) Attending regular meetings and occasional regional meetings with other Council members; and
- G) Identifying and participating in solutions to water resource problems within the Oneida Lake Basin.

Section 3 - MEMBERSHIP:

The Oneida Lake Watershed Advisory Council shall be made up of an unlimited number of representatives from municipalities, stakeholder groups, and the general public within the basin.

Section 4 - RULES OF ORDER:

Parliamentary procedure shall be in accordance with Roberts Rules of Order and Open Meetings Law.

Section 5 – BOARD OF DIRECTORS

For the purpose of conducting official business of the Watershed Advisory Council, the decision-making body shall include a twenty-six (26) member Board of Directors. The Central New York Regional Planning and Development Board will have oversight responsibility for decisions made by the Board of Directors that pertain to funding, pursuant to grants that are currently under contractual obligations until January 2004.

Each member of the Board of Directors shall have one vote and will serve for a two-year term. The Board of Directors shall include individuals representative of counties, municipalities, stakeholders, and shall be balanced with respect to each member's interests, experience, background, and geographic representation within the basin. The Board of Directors shall include the following members:

County-Level Representatives - The Board of Directors shall include five (5) County-Level Representatives. One such representative shall be appointed from each of the five primary Counties within the watershed. Recommendations for these members shall be obtained from the County Executive, County Administrator, Chairman of the County Legislature, or Chief Elected Official for each County.

Local Government Representatives - The Board of Directors shall include thirteen (13) Local Government Representatives. One such representative shall be appointed from each of the following

designated areas within the watershed. Recommendations for these members shall be obtained from respective municipalities or groups of municipalities within these areas.

Oneida Lake Waterfront Communities - Nine (9) members from the waterfront towns and villages that surround Oneida Lake. The communities will be represented on the board of directors as follows: Cicero one (1) member, Cleveland & Constantia one (1) member, Hastings one (1) member, Lenox one (1) member, Sullivan one (1) member, Sylvan Beach one (1) member, Verona one (1) member, Vienna one (1) member, and West Monroe one (1) member. The Villages of Central Square, Chittenango, Canastota, and Wampsville will be represented by their respective towns.

Northern Uplands Area - One (1) member from the Northern Uplands Area of the Basin (including the watershed portions of the Towns of Turin, West Turin, Lewis, Florence, Camden, Annsville, Williamstown, Amboy, Parish, Albion, Orwell, Ava, Montague, Martinsburg, Redfield, and Osceola, and the Village of Camden).

Eastern Watershed Area - One (1) member from the Eastern Watershed Area of the Basin (including the watershed portions of the Towns of Lee, Western, Westmoreland, and the Inner and Outer Districts of the City of Rome).

Southern Uplands Area - One (1) member from the Southern Uplands Area of the Basin (including the watershed portions of the Towns of Stockbridge, Lincoln, Smithfield, Eaton, DeRuyter, Fenner, Cazenovia, Nelson, Vernon, Kirkland, Marshall, Madison, and Augusta, the Villages of Cazenovia, Munnsville, Oneida Castle, and Vernon, and the Cities of Oneida and Sherrill).

Butternut / Limestone Creeks Area - One (1) member from the Butternut / Limestone Creeks Area of the Basin (including the watershed portions of the Towns of Manlius, Dewitt, Pompey, Lafayette, Tully, Preble, Truxton, Cuyler, Fabius, and Onondaga, and the Villages of East Syracuse, Fayetteville, Manlius, and Minoa, and the City of Syracuse).

Stakeholder Representatives - The Board of Directors shall include eight (8) Stakeholder Representatives. The Task Force Executive Committee shall recommend these members based on suggestions from regional watershed organizations. Subsequent appointments and reappointments shall be recommended by state agencies and regional councils with water resource management responsibilities, including but not limited to NYS DEC, CNYRPDB, HOCCPP, and the NYS Soil and Water Conservation Committee.

In recommending individuals to serve as Stakeholder Representatives, emphasis shall be placed on individuals who are members of an existing regional organization that represents the following interests:

Water Resources - including quality and quantity issues of Oneida Lake, its tributaries, groundwater, and watershed.

Recreation - including boaters, swimmers, hikers, bicyclists, and other similar recreational activities (exclusive of fishing).

Fish and Wildlife - including habitat issues, fishing, hunting, trapping, and other similar activities.

Economic Development - including residential development, business interests, and other similar activities.

Native Americans - representing the various federally recognized tribes within the watershed

Agriculture - including dairy and crop farming, agri-business, and other similar activities.

Forestry - including timber harvesting.

Tourism - representing the tourism industry within the Oneida Lake watershed.

Section 6 - TERM:

The Board of Directors members shall be appointed for a two-year term. Half of the members of the Board of Directors shall be reappointed in any given year, which shall result in staggered terms and consistency in experience and knowledge of issues over time.

Initially, two (2) of the County representatives (Lewis and Onondaga); five (5) Waterfront Community representatives (Cicero, Cleveland/Constantia, Hastings, Lenox, and Sullivan); two (2) Local Government representatives (Northern Uplands and Southern Uplands), and four (4) stakeholder representatives (Water Resources, Agriculture, Tourism, and Recreation) will be appointed for one-year terms to allow for the staggering of terms.

Terms shall begin on January 1 and terminate on December 31.

The Central New York Regional Planning and Development Board shall make the initial appointments. Subsequent appointments and reappointments shall be made by a majority vote of those members of the Board of Directors who are not seeking appointments at that time and shall be made in consideration of recommendations specified in Section 5 (titled, BOARD OF DIRECTORS) of these By-Laws.

Section 7 - REMOVAL:

Any member of the Board of Directors may be removed for reason of excessive absence or neglect of duties upon two-thirds vote of the remaining members of the Board of Directors. "Excessive absence" shall mean the lack of attendance or official representation at a majority of official meetings held each year and without being excused by the Chairman of the Board.

Section 8 - VACANCIES:

Any vacancy occurring within the term of appointment shall be filled by the appointing authority for the remainder of the un-expired term. In filling such vacancies, the Board shall seek the recommendations of appropriate individuals as specified in Section 3 of these By-Laws.

Section 9 - OFFICERS:

The officers of the Board of Directors shall include a Chairperson, Vice-Chairperson and Past Chairperson. The Chairperson and Vice-Chairperson must be members of the Board of Directors. Nominations for Chairperson and Vice-Chairperson will be obtained from the Watershed Advisory Council Board of Directors. The officers shall serve a one-year term commencing on January 1.

The Chairperson and Vice-Chairperson shall be appointed by a majority vote of the Board of Directors. The Vice-Chairperson shall serve in an advisory capacity to the Chairperson, and in an official capacity in the absence of the Chairperson.

After one year the Chairperson will become the Past Chairperson and will continue to serve as an advisor to the Chairperson and Vice Chairperson. The Vice-Chairperson will become the new Chairperson and a new Vice-Chairperson will be appointed by majority vote of the Board of Directors.

During the first year the Chairperson and Vice-Chairperson will interface with the existing Executive Committee to learn the inner workings of the Lake Management Plan funding and CNYRPDB administrative function (Section 10). As such the Executive Committee will serve as a defacto Past Chairperson. It is the intent of the Executive Committee to completely dissolve its function and transfer its operations to the Board of Directors and its Officers.

All members of the Advisory Council Board of Directors are eligible to serve as officers. Nominations may be made at any time until a formal Board meeting is scheduled where elections will be held. The Chairperson and

Vice-Chairperson will be chosen from a list of volunteers. In accordance with the system for succession outlined herein, after the first year of operation the only new member of the officers will be the Vice-Chairperson. As Vice-Chairperson, a three-year commitment will be expected. Election of officers will take place each November. The first nominating period will select officers for a term to begin on January 1, 2003 and to end on December 31, 2003.

Chairperson general duties shall include, at a minimum, the following tasks:

- Serve as primary liaison between the Watershed Advisory Council Board of Directors and the CNYRPDB.
- Work with CNYRPDB staff on Board meeting announcements, meeting agendas, site selection, speaker contacts, and the review of meeting minutes.
- Run the Board of Directors meetings.

Section 10 – STAFFING:

The Central New York Regional Planning & Development Board shall provide staff support and resources for the Watershed Advisory Council Board of Directors until January 2004, at which time staffing expectations will be re-evaluated.

Section 11 - QUORUM:

A quorum, for the purposes of having an official meeting of the Watershed Advisory Council and/or conducting official business of the Watershed Advisory Council Board of Directors, shall include at least one-half (14) of the members of the Board of Directors.

Unless otherwise specified in these By-Laws, action may be taken by a simple majority vote (14) of members of the Board of Directors.

Section 12 - CONDUCT:

The Chairperson or Vice-Chairperson (in the absence of the Chairperson) shall preside over Watershed Advisory Council or Board of Directors meetings. In the absence of both, the Board of Directors shall elect a temporary Chairperson.

All meetings of the Watershed Advisory Council and Board of Directors shall be open to the public. A meeting may move into “executive session” in accordance with the Open Meetings Law, by direction of the Chairperson, or by majority vote of the Board of Directors at an official meeting.

Section 13 - SUB-COMMITTEES:

The Board shall define sub-committees (such as a By-Laws Committee) on an as-needed basis. Three currently active Oneida Lake Task Force Committees (Land Use, Education and Outreach, and Technical) will serve in an advisory capacity to the Watershed Advisory Council Board of Directors.

Section 14 - FINANCES AND ACCOUNTING - To be added

Section 15 – AMENDMENTS

These By-Laws may be amended by two-thirds vote (17 members) of the Board of Directors of the Watershed Advisory Council, provided that the proposed amendments shall be made available to the full membership of the Watershed Advisory Council and comments obtained prior to the meeting at which the vote for adoption is taken.

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