RESOLUTION 2020 – 02
MAYOR & COUNCIL OF BOONSBORO
BOONSBORO MUNICIPAL UTILTIES COMMISSION

A RESOLUTION establishing the Boonsboro Municipal Utilities Commission for the Town of Boonsboro, Washington County, Maryland.

WHEREAS, the Mayor & Council of Boonsboro wishes to establish the Boonsboro Municipal Utilities Commission to serve as an advisory board to Town Administration and the Mayor & Council in their corporate governance of the maintenance, supervision and operation of the water and sewer facilities of the town of Boonsboro and its service area.

NOW THEREFORE: Be it enacted and resolved by the Mayor & Council of Boonsboro that the Boonsboro Municipal Utilities Commission be established as follows:

Section 1. Membership; Selection, Term.

The Commission shall be composed of seven members, six of whom are appointed by the mayor with the consent of the council, and one of whom shall be the mayor or a member of the council appointed by the mayor with the consent of the council to serve as the liaison to the mayor and Council in a non–voting capacity. Each of the six members shall serve a four year term and can be recommended by the Boonsboro Municipal Utilities Commission and reappointed by the Mayor and Council for consecutive terms. The seventh member serving as the Council Liaison shall serve at the pleasure of the mayor and Council.

Section 2. Qualifications.

The members of the Commission shall be qualified voters of the town and shall maintain a permanent residence in the town during their term of office.

Section 3. Compensation.

The members of the Commission shall receive compensation for each meeting that they attend. The amount of the compensation shall be specified from time to time by an ordinance passed by the council in the regular course of business.

Section 4. Vacancies.

In the event of a vacancy in the Commission for any reason, the Mayor, by and with the consent of the Council, shall appoint a qualified person to fill such vacancy for the remainder of the unexpired term.

Section 5. Meetings of Commission.

The Municipal Utilities Commission shall meet regularly at such times as it may determined, but not less frequently than once each month. Special meetings may be held if necessary. Members are required to attend all meetings. Absence at three regular meetings in a twelve (12) month period by any member of the Commission without presenting a satisfactory excuse to the chairperson shall result in a recommendation to the mayor and council for termination of membership.

Section 6. Officers.

The Commission shall organize annually at its first meeting held on or after the second Monday in June by electing a chairperson, assistant chairperson, and a secretary. No member may hold more than one office. The chairperson shall preside at all meetings, take part in all discussions, and shall have the right to vote in all matters brought before the Commission. The secretary shall keep full and complete minutes of the meetings.

Section 7. Quorum.

A majority of the Commission members shall constitute a quorum and the affirmative vote of a majority of the membership of the Commission shall be required to approve any action.

Section 8. Duties & Responsibilities.

The Boonsboro Municipal Utilities Commission shall be advisory to the Town Administration, in matters brought to their attention. They shall assemble information and make recommendations regarding the maintenance, supervision, and operation of the water and sewer facilities of the town of Boonsboro and its service area.

Date of Introduction:

Date of Passage:

Effective Date:

Mayor & Council of Boonsboro

_____ Date_____

Howard Long, Mayor

WITNESS

_____ Date_____

Heather Slough, Town Clerk