

# **HAMBURG TOWNSHIP NEGOTIATING COMMITTEE**

## **BYLAWS & RULES OF PROCEDURE**

### **Article I – Name**

Hamburg Township Negotiating Committee

### **Article II – Purpose**

The Negotiating Committee is established to represent the Hamburg Township Board of Trustees (Board) for the purpose of negotiating the terms of union contracts based on the direction of the Board. Terms and final approval of any agreement(s) are to be approved by the Board.

### **Article III – Membership**

Negotiating Committee shall consist of the two (2) Township Trustees and one elected administrator (Supervisor, Clerk, Treasurer), appointed by the Township Board.

- 3.1 Any Committee vacancies that should arise will be filled by the Hamburg Township Board.
- 3.2 Trustees will be paid according to the prevailing per diem amount approved by the Board.
- 3.3 Members may be reimbursed for expenses incurred while performing duties related to the work of the Committee. Mileage will be reimbursed at the current rate approved by the Township Board. Travel to and from meetings will not be reimbursed.
- 3.4 Expenses incurred by members relating to attendance at Committee related seminars, conventions, or other meetings must be pre-approved by the Township Board.

### **Article IV – Negotiation Sessions / Procedures**

- 5.1 Sessions will be held as established between the Union(s) and the Committee and are considered confidential due to contract negotiations and not subject to the Open Meetings Act.
- 5.2 Committee direction and goals are set forth by the Township Board.
- 5.3 Once the Committee has reached a preliminary agreement, before sending to the Union(s) for their approval, the terms of such agreement must be brought before the Township Board for review and approval to proceed.

### **Article VI – Rules of Order**

- 6.1 All meetings of the Committee shall be conducted in an orderly and professional manner.

## **Article VII – Amendments**

- 9.1 These rules may be amended from time to time by majority vote of this Committee and with final approval by the Hamburg Township Board.

THESE BYLAWS AND RULES OF PROCEDURE ARE ADOPTED THIS \_\_\_\_\_ DAY of \_\_\_\_\_,2025.