
Sec. 3-71. Water and sewer advisory committee.

There shall be a water and sewer advisory committee, the establishment, powers and duties of which are provided for as follows.

- (a) *Powers and duties.* The general charge includes, but is not limited to, the following duties:
 - (1) Receive updates regarding key operational, policy, and financial issues facing the water and sewer enterprise fund.
 - (2) Request information from staff to stay informed and knowledgeable regarding key issues, concerns, and opportunities facing the water and sewer fund.
 - (3) Offer recommendations to the Town Board regarding general operational, financial, public information, and other management issues affecting the of the water and sewer fund.
 - (4) The committee will not make recommendations regarding individual personnel matters (e.g., hiring, firing, and disciplinary issues) within the water and sewer fund.
 - (5) The committee will not make recommendations on how to perform projects, their priority, or which consultant or contractor is hired within the water and sewer fund.
- (a) *Membership.* The committee will consist of between six to eight members. The town will strive to maintain an even balance between in-town and out-of-town water/sewer customers, or as close as is reasonable possible.
- (b) *Terms.* Committee members will serve staggered four-year terms, with the opportunity for reappointment for a second full term. After serving two complete terms and any partial term, a member shall be ineligible for reappointment until one calendar year has expired. One member shall be the mayor pro tem of the Board of Commissioners.
- (c) *Staff.* The utilities administrative division shall provide staff support to the water and sewer advisory committee. The Town Board member is not subject to term limits as the appointment is tied to service as mayor pro tem.
- (d) *Meetings.* All meeting shall be open to the public. The board shall adopt and publish a regular meeting schedule of not less than four meeting per calendar year.
- (e) *Quorum.* A majority of appointed seats shall constitute a quorum. This number may be adjusted for vacancies. Staff are not qualified to vote.
- (f) *Rules of procedure.* The board shall adopt rules of procedure for the conduct of its meetings. Rules of procedure shall be consistent with the procedural requirements of state law.

(Ord. No. 20230109-7.A, § 8, 1-9-2023; Ord. No. 20230123-5.D, §§ 3, 4, 1-23-2023)