

STATE OF ALABAMA )

COUNTY OF BALDWIN )

***RESOLUTION #2021-068  
OF THE  
BALDWIN COUNTY COMMISSION***

**ESTABLISHING THE BALDWIN COUNTY ENVIRONMENTAL ADVISORY  
COMMITTEE.**

**WHEREAS**, the Baldwin County Commission created an environmental task force, also known as the Baldwin County Environmental Advisory Board, during its May 18, 1993 regular meeting; and

**WHEREAS**, the purpose of the Baldwin County Environmental Advisory Board was to provide policy advice on environmental matters to the Baldwin County Commission; and

**WHEREAS**, the Environmental Advisory Board ceased functioning in 2013; and

**WHEREAS**, the Baldwin County Commission desires to establish an Environmental Advisory Committee to replace the Environmental Advisory Board; and

**WHEREAS**, the purpose of the Environmental Advisory Committee is to provide policy advice on environmental matters; and

**WHEREAS**, such committee shall operate and be governed in accordance with the following rules and regulations:

**ARTICLE I. NAME**

The name of this committee shall be the BALDWIN COUNTY ENVIRONMENTAL ADVISORY COMMITTEE.

**ARTICLE II. MISSION**

The mission of the BALDWIN COUNTY ENVIRONMENTAL ADVISORY COMMITTEE (the "Committee") shall be as follows:

*Section 1.* The Committee will provide policy advice on environmental matters to the Baldwin County Commission.

*Section 2.* The Committee may study such environmental issues as may be suggested by the County Commission, Committee members, and County staff.

### **ARTICLE III. DURATION**

The Committee shall continue until dissolved by the Baldwin County Commission.

### **ARTICLE IV. MEMBERSHIP**

- Section 1.* Members will be recommended by the Committee to the County Commission for its approval. Candidates for membership may be suggested by Commissioners or Committee members. Any person interested in environmental issues and willing to work toward the Committee's objectives shall be eligible for membership.
- Section 2.* The number of members shall be kept to no more than fifteen (15), of which two (2) members shall represent each Commission district, totaling eight (8) members representing Commission districts. The remaining seven (7) members, if any, will serve as at-large appointments. Such members shall keep their respective Commissioner informed of Committee activities.
- Section 3.* Members shall serve three-year terms, which may be renewed by the Commission, provided that the member has attended meetings regularly and served on assigned committees.
- Section 4.* Members may resign from the Committee, or, should a member fail to attend three consecutive meetings, the Committee will notify such member that it may terminate his or her membership. The County Commission will be notified of member termination and asked for a suggested replacement.

### **ARTICLE V. OFFICERS**

- Section 1.* The officers shall be a Chairman, Vice-Chairman, and Secretary. These officers shall hold one-year terms and be eligible for re-election.
- Section 2.* The officers shall perform the duties outlined below:
- a. The Chairman shall preside over meetings, speak for the organization, and call special meetings; and
  - b. The Vice-Chairman shall perform the Chairman's duties, in the absence of the Chairman; and
  - c. The Secretary shall assist County staff in taking the minutes of Committee meetings, informing members of future meetings, and any other items as needed.
- Section 3.* Officers shall function as a management committee to decide meeting agendas and matters to be recommended to the membership, including new members and assignment of issues to sub-committees.
- Section 4.* Officers will be elected in the 1st quarter of each new calendar year by the members. The Chairman will appoint a member to nominate a slate of willing candidates, and nominations from the floor will be accepted.

*Section 5.* A County employee, or employees, will be assigned as contact, and will serve as the primary contact between the Baldwin County Commission and the Environmental Advisory Committee.

## **ARTICLE VI. MEETINGS**

*Section 1.* Meetings shall comply with the Alabama Open Meetings Act codified as Section 36-25A-1, et seq., *Code of Alabama*, 1975.

*Section 2.* Regular, public meetings shall be held every other month, or more frequently as agreed by the Committee.

*Section 3.* A majority of the members serving on the Committee at the time shall constitute a quorum.

*Section 4.* An annual planning and organization meeting shall be held early each year, with adequate time allowed for detailed discussion of projects and issues.

*Section 5.* At a minimum of twice a year a Committee member or assigned County staff will attend a County Commission meeting to advise the Commission of its activities and seek approval for planned programs.

*Section 6.* Special meetings may be called by the Chairman or upon the request of at least five members.

*Section 7.* Members shall be notified in advance, normally in writing but in emergencies by telephone, of meeting times and agendas.

*Section 8.* If a quorum is present, the affirmative vote of a majority of the members present shall be sufficient to conduct business.

*Section 9.* The Commission shall be notified of all regularly scheduled meetings of the Committee.

## **ARTICLE VII. PARLIAMENTARY AUTHORITY**

*Robert's Rules of Order, Revised* shall govern when applicable and when not inconsistent with this resolution.

## **ARTICLE VIII. COMMITTEES**

The Chairman may appoint sub-committees to study issues and recommend solutions. Such sub-committees may request to draw upon County agencies or other resources as appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, by the Baldwin County Commission, in regular session assembled, that for the benefit of the citizens of Baldwin County and to provide policy advice on environmental matters to the Baldwin County Commission, the Baldwin County Commission hereby approves the formation of the Baldwin County Environmental Advisory Committee on this \_\_\_\_ day of \_\_\_\_\_, 2021.

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JOE DAVIS, III, Chairman  
Baldwin County Commission

ATTEST:

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WAYNE A. DYESS  
County Administrator