



King George
Est. 1720

KING GEORGE COUNTY SERVICE AUTHORITY BYLAWS

ARTICLE I-FORMATION

The King George County Service Authority (the "Authority") was created by ordinance adopted by the King George County Board of Supervisors on April 27, 1992, and by charter issued by the SCC on April 29, 1992.

ARTICLE II- THE AUTHORITY

Section 1. Name of the Authority

The name of the Authority shall be King George County Service Authority, hereinafter referred to as the "Authority".

Section 2. Seal of Authority

The seal of the Authority shall be adopted by the Authority.

Section 3. Office of the Authority

The principal office of the Authority shall be 9207 Kings Highway, King George, Virginia 22485. The Authority Board may designate new or additional offices at such other places and at such times as the affairs of the Authority may from time to time be required.

ARTICLE III-MEMBERS

The members of the Authority shall be designated by the King George County Board of Supervisors, identified in the Articles of Incorporation, or in any Articles of Amendment thereto.

ARTICLE IV-AREA OF OPERATION

The area of operation of the Authority shall be the County of King George, Virginia. The Authority shall further, subject to the powers and limitations of the Virginia Water and Waste Authorities Act, Section 15.2-511 et seq of the Code of Virginia of 1950, as amended, operate principally within King George County's established Water and Wastewater Service Areas, hereinafter referred to as the "Service Areas", as adopted by the Board of Supervisors. Water or sewer services to be extended beyond the established Service Area shall first be approved by the Board of Supervisors of King George County.



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ARTICLE V - AUTHORITY BOARD

The powers of the Authority shall be vested in its Authority Board. There shall be five

(5) Authority Board members, all of whom shall be appointed in the following manner: The board members of an authority shall be selected in the manner and for the terms provided by the agreement, ordinance, resolution, or concurrent ordinances or resolutions creating the authority. One or more members of the governing body or one or more directors of an industrial or economic development authority of a locality may be appointed board members of the authority, the provisions of any other law to the contrary notwithstanding. No board member shall be appointed for a term of more than four years.

The term of office of the initial appointees to the Board of Directors and of their successors shall be provided in the Articles of Incorporation and subsequent amendments thereto. If a vacancy occurs by reason of death, disqualification, or resignation of a Board member, the King George County Board of Supervisors shall appoint a successor to fill the unexpired term.

Article VI - OFFICERS AND DUTIES

Section 1. Officers

The Board shall elect a Chairperson and Vice- Chairperson, each of whom shall be an Authority Board Member, and each of whom shall serve for a term of one (1) year which shall coincide with the calendar year of the Authority. However, each shall hold office until his/her successor is elected. A Secretary and a Treasurer of the Board shall be appointed by a majority vote of the Authority Board, and they need not be a member of the Board but shall serve at the pleasure of the Board. The offices of Secretary and Treasurer may be combined.

Section 2. Chairperson

The Chairperson shall preside at all meetings of the Authority. Except as otherwise provided by resolution of the Authority, the Chairperson shall sign all contracts, deeds, and other instruments that may be authorized by the Authority. The Chairperson shall further have such powers as may be incidental or inherent with this office, or that may be specifically authorized by the Authority. At any such meeting of the Authority, the Chairperson shall further have such powers as may be incidental or inherent with this office, or that may be specifically authorized by the Authority. At any meeting of the Authority, the Chairperson shall submit such recommendations and information as the Chairperson may consider proper concerning the business affairs and policies of the Authority.



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Section 3. Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson, and, in the case of resignation or death of the Chairperson, the Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall elect a new Chairperson.

Section 4. Secretary and Treasurer

Secretary

The Secretary shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a bound minute book of proceedings to be kept for such purpose, and shall perform all duties incident to the office. The Secretary shall keep in safe custody the seal to all contracts and instruments authorized to be executed by the Authority.

Treasurer

The Treasurer shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such banks as the Authority shall select. The Treasurer shall sign all orders and checks for the payment of money and shall pay out and disburse such monies at the direction of the Authority. Except as otherwise provided by resolution of the Authority, all such orders and checks shall be countersigned by the Chairperson or Vice-Chairperson. All persons authorized to sign checks and warrants for the Authority, or otherwise handle Authority funds, shall first be duly bonded by a certified and licensed bonding company. The cost of such bonding shall be borne by the Authority and shall be in such amounts as determined by the Board. The Treasurer shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority at each regular meeting an account of the transactions and also an account of the financial condition of the Authority. The Treasurer shall give such bond for the faithful performance of his or her duties as the Authority may determine.

Section 5. Election or Appointment

The Chairperson and Vice Chairperson shall be elected at a regular meeting of the Authority. Term of office shall be for one (1) year, beginning on the first day of the calendar year, or until a successor is elected and qualifies. There shall be no limit to the number of consecutive terms served. The Secretary and Treasurer shall be appointed by the Authority. Any person appointed to fill the office of Secretary or Treasurer shall be appointed for such term as the Authority may fix.

Section 6. Vacancies



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A vacancy in any office shall be filled for the unexpired term portion of the term by the Authority at any regular meeting or special meeting called for that purpose.

Section 7. Additional Personnel

The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and responsibilities as prescribed by the Virginia Water and Waste Authorities Act and all other laws of the Commonwealth of Virginia applicable thereto. The selection and compensation of such personnel shall be determined by the Authority subject to the laws of the Commonwealth of Virginia. The General Manager of the Authority shall have direct supervision of all staff employees of the Authority as well as the day-to-day supervision over the administration of its business and affairs, subject to the Authority and direction of the Authority. He or she shall be in charge of the management of the water and wastewater projects of the Authority.

ARTICLE VII-MEETINGS

Section 1. Regular Meetings

The Authority shall have the power to set the dates, times, and places of its regular meetings, which shall be no less frequent than twelve (12) a year.

Section 2. Special Meetings

The Chairperson of the Authority or Secretary may, when deemed necessary, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for special meeting may be mailed to the business or home address of each Board member of the Authority at least five (5) days prior to the date of such special meeting. Any Board member may waive, either prior or subsequent to any such meeting, in writing any such required notice. Presence at any such meeting, other than for the purpose of objecting to notice, shall be deemed to be a waiver of notice. At such meeting, no business shall be considered other than as designated in the call, except that if all of the Board members of the Authority are present at such a special meeting, any business, including business not prescribed in said notice, may be transacted at the special meeting.



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Section 3. Quorum

A majority of the Board members of the Authority shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes.

Section 4. Manner of Voting

The voting on all questions coming before the Authority shall be by voice votes, unless any Authority member requests a roll call. All actions taken by the Authority shall require a majority vote of all Board members.

Section 5. Order of Business

The regular meetings of the Authority, the following shall be the order of business:

Call to Order

Invocation

Pledge of Allegiance

Amendments to the Agenda

Public Comment

Reports of the Members of the Board of Directors

Reports of the officers or staff

Report of the County Attorney

Public presentations, Public Hearings, Action or Discussion Matters

Unfinished Business

Secondary Public Comment

Closed Meeting (If necessary)

Adjournment

The order of business may be altered or suspended at a meeting by a majority vote of the Board members present. Parliamentary rules as established by Roberts' Rules of Order for Small Boards shall govern when not otherwise in conflict with these by-laws.



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ARTICLE VIII-COMMITTEES

The Board may create standing committees and charge such committees with defined responsibilities on an ongoing basis. The Board will specify the number of persons to serve on each standing committee. The Board may from time to time create ad hoc committees to carry out specific assignments, the members of which shall serve at the will and pleasure of the Board. Standing committees shall be for the period of January 1st to December 31st. No more than two (2) members of the Authority may serve on any one committee. Non-members may be appointed who are adult citizens who reside in the county or service area.

ARTICLE IX-AMENDMENTS

The by-laws of the Authority may be amended or repealed, in whole or part at any meeting of the Authority by an affirmative vote of two-thirds (2/3) of all Board members at any meeting of the Authority. Notices of all amendments must be emailed or delivered to the Board members at least thirty (30) days prior to such meeting.

ARTICLE X-COMPENSATION

Each elected member of the Authority shall serve without compensation except as may be fixed from time to time by resolution of the governing body. Each Board member shall be reimbursed for travel outside of King George County and other expenses in accordance with policies for staff expenditures.

ARTICLE XI-GENERAL POWERS OF THE AUTHORITY

The Authority shall have all the powers, duties and responsibilities of the Virginia Water and Waste Authorities Act under Title 15.2 of the Code of Virginia of 1950, as amended

The fiscal year of the Authority shall be from the first day of July to the thirtieth day of June, inclusive.

ARTICLE XII-INCONSISTENCY OR CONFLICT WITH TITLE 15.2 OF THE CODE OF VIRGINIA

In the event that any provision of these by-laws is inconsistent with or in conflict with Title 15.2 of the Code of Virginia of 1950, as amended, said statutory provision or provisions shall be deemed to apply and supersede any such inconsistent or conflicting provision or provisions of any by-law or by-laws.

ARTICLE XIII-FISCAL YEAR



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The Fiscal Year of the Authority shall be from the first day of July to the thirteenth day of June, inclusive.

ARTICLE XIV-CONSISTENCY WITH ARTICLES OF INCORPORATION

No provision of these by-laws shall be inconsistent with the Authority's Articles of Incorporation or Articles of Amendments.

Revised and adopted by the following vote of the King George County Service Authority on the **01th day of April, 2025**

Present:

Cathy Binder

T.C. Collins

William Davis

Lee Rowbotham

David Sullins

Vote:

Aye

Aye

Aye

Aye

Aye