



MARQUETTE CHARTER TOWNSHIP

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ROADS COMMITTEE CHARTER TOWNSHIP OF MARQUETTE, MICHIGAN BY-LAWS

Section 1: ROADS COMMITTEE ESTABLISHED

The Charter Township of Marquette Roads Committee is established pursuant to the provisions of MCL 41.75a and MCL 42.9.

Section 2: DEFINITIONS

- a) Committee, means the Charter Township of Marquette Roads Committee.
- b) Supervisor, means the Supervisor of Charter Township of Marquette.
- c) Township Board, means the Township Board of the Charter Township of Marquette.

Section 3: MEMBERS, COMPENSATION, APPOINTMENT AND TERM

The Committee shall consist of five members representing the county roads maintenance interests in Marquette Township. The Township Manager shall be an ex-officio member of the Committee. Committee members shall not be compensated for attending meetings.

The Supervisor shall appoint interested individuals to the committee, with approval from the Township Board. The Committee shall include one Trustee from the Township Board and one member from the Township Planning Commission. Following adoption of this roads committee policy by the Township Board, one member shall be appointed for an initial one-year term, two members shall be appointed for a two-year term, and two members shall be appointed for a three-year term. Subsequent appointments shall be for a three-year term. The term of office shall commence on January 1. Committee members shall hold their office until a successor is appointed, or until their active term of office is terminated. Members may be re-appointed for additional three-year terms. Regular attendance is expected for all members of the committee, and absences should be reported to the Committee Chair before scheduled meetings to be excused. Three consecutive unexcused absences from regularly scheduled meetings may result in early termination of member's appointment at the discretion of the Township Board. The Township Board reserves the right to terminate appointed terms and to disband the committee when it is no longer needed, for any reason.

Vacancies occurring on the committee shall be filled by the Supervisor with approval of the Township Board to complete the remaining term of office.

Section 4: OFFICERS, QUORUM, MEETINGS



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At the first regular meeting of the year, the Committee shall elect from its membership a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson shall preside at all meetings, prepare the agenda, and call special meetings. The Vice-Chairperson shall act in the absence of the Chairperson. The Secretary shall be responsible for maintaining a written record of each meeting. Three members shall constitute a quorum. The Committee may adopt rules and regulations for the transaction of business. Meetings shall be held at least six times a year. All meetings shall be open to the public and fully compliant with the requirements of the Michigan Open Meetings Act (OMA) and the Freedom of Information Act (FOIA), including the requirement to provide official proposed minutes of all meetings to the Clerk within 8 days, and again as approved minutes within 5 days to the Clerk after approval. An email recap sent to the Clerk with the committee activities for inclusion in the consent agenda will be provided within 7 days of the meeting.

Section 5: POWERS, DUTIES, ACTIVITIES

The Roads Committee serves to advise the Township Board about County road maintenance needs and priorities in the Township. The Roads Committee will be responsible for the following activities:

- a) County Road Commission: The County Road Commission owns and controls all public roads within the Township. The Committee will work through the Township Manager to communicate Township preferences and priorities for county road maintenance issues for County Road Commission consideration.
- b) Roads Facilities Plan: The Charter Township of Marquette Road Facilities Plan establishes the priorities for road expansions, connections, and improvements. The committee will submit recommended changes and updates of the Road Facilities Plan to the Township Manager for referral to the Township Planning Commission for consideration.
- c) Funding Sources: Preparation and submittal of grant applications and potential millage language will remain the responsibility of township staff. The Committee will assist township staff as requested.

Section 6: CONTRACTS, PURCHASING

The Roads Committee shall not have the power to enter into contracts nor purchase equipment or materials.

Section 7: GIFTS, APPROPRIATIONS, DONATIONS

The Township Board is authorized to accept and acquire gifts, appropriations, donations of money or property from persons, firms, or corporations for public recreation purposes. All property, real and personal, which may be acquired by the township, shall be acquired in the name of the Charter Township of Marquette, who shall hold title. All funds so received shall be designated for roads use in the appropriate fund and used in accordance with the conditions as may be established by the donor/grantor.



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Section 8:

RELATIONSHIP WITH OTHER BOARDS AND COMMISSIONS

The Roads Committee is established as a separate committee to give recommendations to the Township Board through the Township Manager on County road maintenance priorities and issues. The Roads Committee may need to consult with the Planning Commission and other township committees as it carries out its duties. Roads Committee recommendations will be included as a regular agenda item for the Planning Commission and the Township Board. During the annual review of the Township Strategic Plan, the Roads Committee and the Planning Commission will meet, at the call of the Planning Commission, to discuss and coordinate general road planning priorities.

Adopted: June 18, 2013
Amended: September 3, 2013