

**BOARD OF THE METROPOLITAN SEWERAGE DISTRICT****JULY 17, 1990****1. Call to Order and Roll Call:**

The regular monthly meeting of the Board of the Metropolitan Sewerage District was held in the Boardroom of MSD's Administration Building at 2:00 p.m. on Tuesday, July 17, 1990. Chairman Smith called the meeting to order at 2:00 p.m. with the following members present: Aceto, Dent, Edwards, Ivey, McDonald, Pope, Smith, Waddey and Williams. Others present were: W. H. Mull, Engineer-Manager, John S. Stevens, General Counsel, Ed Byas of Hendon Engineering Associates, Inc., Clarke Morrison with the Asheville-Citizen Times, Ralph Turner of Nappier & Gunnells Company, Ron Butler of Point South/Harrell-Butler (representing Homebuilders Association), David Mitchell of Asheville Planning Department, Debra Price representing CIBO, and Drew Norwood of Windsor/Aughtry Company.

Members absent were: Dyson and Maas

**2. Minutes of June 26, 1990:**

Mr. Ivey moved that the minutes of June 26, 1990, be adopted as written. Mr. Dent seconded. Voice vote was unanimous in favor of the motion.

**3. Election of Officers (Chairman and Vice-Chairman):**

Mr. Ivey moved that the District Board re-elect the existing officers, Mr. Frank S. Smith, Chairman, and Mr. M. Leon Williams, Vice-Chairman, provided that each are willing to serve an additional term. Mr. Aceto seconded. Mr. Smith and Mr. Williams both stated they are willing to serve an additional term. Chairman Smith asked for additional nominations from the floor. No other nominations were made, and there was no discussion of the motion. Voice vote was unanimous in favor of the motion.

**4. Appointment of Officers (Secretary-Treasurer & Assistant Secretary-Treasurer):**

Chairman Smith reappointed Mr. Charles Dent, Secretary-Treasurer, and Mrs. Jackie Pope, Assistant Secretary-Treasurer, to serve another term.

**5. Report of Engineer-Manager:**

Chairman Smith stated that the Board has attendants who wish to speak to the Board and at this time called on these attendants to speak. Mr. Ron Butler representing the Homebuilders Association of Greater Asheville, Mr. Drew Norwood of Windsor/Aughtry Company, Mr. Ralph Turner of Nappier & Gunnells Builders, Mr. Charles Harrell, partner with Mr. Ron Butler in Forest Lake Subdivision, and Mr. Harold Holcombe, Advisor/Consultant for a number of people engaged in building, expressed concerns over the capacity depletion fee which became effective July 1, 1990. One concern expressed by these representatives was that the tap fees be spread across the entire system instead of the burden being placed on new users. Another concern expressed by these representatives was that the effective date of the implementation of the capacity depletion fee be extended to give the contractors/builders more time to budget for these fees, due to some of their projects already being committed. General discussion followed. Chairman Smith referred these concerns to the Sewer System Consolidation Committee, and asked that the Committee bring a recommendation back to the Board concerning these matters.

**a. Status of Phase III & IV Plant Expansion Contracts:**

Mr. Mull reported that the status reports are in each Board folder for information purposes, and stated that Phase III is 95 - 99% complete. The completion date will run past the end of July, but the Plant will be in secondary operation. Concerning Phase IV, the notice to proceed was given June 29, 1990, to Lee Construction Company, but no work has begun.

**b. Status Report of Administration Office Building Expansion:**

Mr. Mull reported that D. Michael Ward, Inc. is approximately 30% complete on the project with all wood framing and roof trusses in place, and has a completion date of August 31, 1990. The first payment of \$41,602.00 is in progress.

Mr. Mull reviewed the Notice to Bidders concerning this project for furniture and stated Mr. Walter Currie, Attorney for the District has reviewed the Notice and recommends that the Board waive the requirement of the bid bond/bid security requirement for the personal property to be purchased.

**c. Request of Raymond James & Associates To Become Part of the District's Bond Finance Team:**

See 5d. below.

**d. Request of Scott & Stringfellow Investment Corporation To Become Part of the District's Bond Finance Team:**

Mr. Mull stated that the District has received numerous requests from various firms who are interested in assisting the District in financing improvements. Mr. Mull stated he has reiterated to these firms that the District put together a bond finance team last year, and the Board may or may not review its Bond Finance Team at the time the District does go out for bonds.

**e. Status Report - Blue Ridge Plating:**

Mr. Mull turned the floor over to Mr. John Stevens, General Counsel for the District. Mr. Stevens reviewed a Report to the District Board concerning Enforcement Action Against Blue Ridge Plating and Bill Benfield. Blue Ridge Plating has been indicted in Federal Court and Mr. Stevens passed out copies of the Bill of Indictment. Mr. Stevens reviewed events which lead to the indictment. General discussion followed.

**f. U.S. 25 Highway Project - Sewer Relocation:**

Mr. Mull reported that the Engineer's estimate for relocation of this sewer line was \$123,000.00 and the Contractor's estimate was \$175,964.04. The Contractor is Taylor-Murphy Company and subcontractor is Terry Brothers, Inc. MSD will be reimbursing DOT for this sewer line relocation. General discussion followed. Mr. Mull advised the Board that the District had to enter into contract with the Department of Transportation (DOT) to proceed with this last week. Mr. Mull asked if there were any questions or discussion concerning the District entering into this contract. There was no discussion.

**g. New Development of Capacity Depletion Fee Schedule:**

Mr. Mull reviewed the District's Domestic Wastewater Sewer Service Application and fees with the Board. Discussion followed.

**6. Report of Officers**

None.

**7. Report of Committees:**

**a. Sewer System Consolidation: Mr. Aceto**

Mr. Mull stated the Consolidation Committee met with respect to Cane Creek Water & Sewer District. The Cane Creek Water & Sewer District is outside the District's boundaries, and the District serves Cane Creek with a contract to treat

1.35 million gallons per day of wastewater. Mr. Mull reviewed the results of this meeting with the Board. Mr. Mull stated that Cane Creek would not be paying the sewer maintenance charge as other customers would because the District does not touch this system, but Cane Creek will be paying the regular sewer service charge. Once Cane Creek's flow gets above 1.35 mg/d, Cane Creek will begin paying a capacity depletion charge. General discussion followed.

Mr. Aceto reported that the Sewer System Consolidation Committee met to discuss capacity depletion fee issues concerning the Cane Creek and Enka-Candler Water & Sewer Districts. Domestic allocations were discussed at length along with capacity depletion fees. Mr. Aceto encouraged all Board members to attend the Sewer System Consolidation Committee meeting on Wednesday, July 18, 1990, at 3:00 p.m. to discuss this issue further.

**8. Unfinished Business**

None.

**9. New Business:**

**a. Proposed Revisions to the District's Bylaws:**


Mr. Stevens, General Counsel presented copies of the District's Bylaws to the Board, and stated that the District has expanded responsibilities with sewer system consolidation, and therefore the Bylaws have been changed accordingly to comply with added responsibilities and general statutes. Discussion followed.

Mr. Aceto moved the adoption of the District's Bylaws as written and presented by General Counsel. Mrs. McDonald seconded. Roll call vote was unanimous in favor of the motion.

**10. Date of Next Regular Meeting - August 21, 1990**

**11. Adjournment**

There being no further business, the meeting was adjourned.

  
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Charles M. Dent, Secretary

**BYLAWS**  
**OF**  
**THE METROPOLITAN SEWERAGE DISTRICT**  
**OF BUNCOMBE COUNTY, NORTH CAROLINA**

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BYLAWS  
OF  
THE METROPOLITAN SEWERAGE DISTRICT  
OF BUNCOMBE COUNTY, NORTH CAROLINA

PREAMBLE

The District Board (hereafter "Board") of the Metropolitan Sewerage District of Buncombe County, North Carolina, (hereafter "District") was created under the authority provided by the North Carolina Metropolitan Sewerage Districts Act, which currently is set forth in Article 5, North Carolina General Statutes Chapter 162A. The prior Bylaws of the District were adopted in Regular Session of the Board on July 15, 1975. Article X of those Bylaws provided that they may be amended by majority vote of the members of the Board present and voting at a meeting at which a quorum is present. The Board has determined that it would be in the best interest of the District to amend and restate its Bylaws to reflect the evolution of the functioning of the Board since its initial inception. The revised and restated Bylaws, duly adopted by the Board of the District, at a meeting of the Board on the 17<sup>th</sup> day of July, 1990 in Regular Session at which a quorum was present consist of the statements, rules and procedures that follow this preamble.

ARTICLE I

THE DISTRICT BOARD

1.01. General Powers. The business and affairs of the District shall be governed by the members of the Board, who are appointed as provided in Chapter 162A of the North Carolina General Statutes (as may be recodified or amended from time to time). The Board of the District shall exercise the powers generally prescribed to it under Chapter 162A, subject to all limitations and regulations specified therein, or as otherwise provided by law.

1.02. Oath of Office. Persons who are appointed as members of the Board shall take and subscribe an oath or affirmation as prescribed in North Carolina General Statutes Section 162A-67(d).

1.03. Name of Board. The name of the Board shall be the Board of the Metropolitan Sewerage District of Buncombe County, North Carolina.

1.04. Office of the Board. The office of the Board shall be in the Administrative Building of the District, located at 2225 Riverside Drive, Asheville, North Carolina. The Board may have offices at such other places, either within or without the State of North Carolina, as the Board may designate or as the affairs of the District may require from time to time.

1.05. Fiscal and Administrative Year. The fiscal and administrative year of the District shall commence on the first day of each July and end on the 30th day of June of the following year, and all accounts shall be kept on that basis. This fiscal year is mandated by North Carolina General Statutes, and shall be changed effective with any amendment to such statutes.

1.06. Seal. The Seal of the District shall be in the form of a circle and shall bear the name of the District.

## ARTICLE II

### ANNUAL ORGANIZATIONAL MEETINGS

2.01. Designation of Meeting. At the first regularly scheduled meeting of the Board following the end of each fiscal year of the District, a portion of such meeting shall include attention to the matters specified in this Article II. This meeting shall be referred to as the "Annual Organizational Meeting."

2.02. Election of Officers. At the Annual Organizational Meeting, as its first order of business, the Board shall elect a Chairman and Vice-Chairman from the members of the Board. The Chairman and Vice-Chairman shall serve for a one year term of office and until their successors are duly elected and qualified. The Annual Organizational Meeting shall be presided by the Chairman of the previous fiscal year until the new Chairman is selected, at which point the new Chairman shall preside. After appointment, the Chairman shall recommend from among the members of the Board the appointment of the Secretary and a Treasurer, and may recommend the appointment of an Assistant Secretary and Assistant Treasurer. The recommended appointment of the Chairman is subject to approval by a majority vote of the Board at the Annual Organizational Meeting. The offices of Secretary



and Treasurer may be combined in one person and, likewise, offices of the Assistant Secretary and Assistant Treasurer may be combined in one person. The Assistant Secretary and Assistant Treasurer may be, but need not be, members of the Board. These officers shall serve for one year and until their successors have been duly elected and qualified. Any vacancy among the officers so elected shall be filled by the Board at its next Regular Meeting following the vacancy in such office. Such election shall be for the unexpired term of such office. There is no restriction on the number of times an officer of the Board may succeed himself in office.

### ARTICLE III

#### REGULAR AND SPECIAL MEETINGS OF THE BOARD

3.01. Regular Meetings. The Board shall hold a regular monthly meeting, which shall be pursuant to a schedule distributed to the Board at the Annual Organizational Meeting. The Regular Meeting shall be held at the principal office of the District. Upon notice to the members of the Board, the schedule of Regular Meetings may be amended by the Chairman, or the time or place of any particular meeting may be altered by the Chairman, provided that no such change in schedule shall occur upon a shorter notice than that required for any Special Meeting of the Board.

3.02. Special Meetings. A Special Meeting of the Board may be called by the Chairman on his own initiative and shall be called by the Chairman upon request of two or more members of the Board. A Special Meeting may be called by giving written notice to each member of the Board at least twenty-four (24) hours in advance of such meeting. Such notice shall contain the subjects to be considered at the Special Meeting. Only those items of business contained in the notice may be transacted at the meeting unless all members of the Board are present at such meeting. A Special Meeting may be held upon a shorter notice if each member of the Board is given actual notice of the meeting, and each member reports his consent to the holding of such meeting upon shorter notice to the Chairman, Vice-Chairman, Secretary, or other representative appointed by the Chairman. Actual notice includes notice by telephone conversation with the member of the Board.

3.03. Quorum. A majority of the number of members of the Board shall constitute a quorum for the transaction of business at any meeting of the Board. Any vacancies in memberships on the Board shall not be counted in constituting a quorum. A member who has withdrawn from a meeting without being excused by a majority vote of the remaining members present and voting shall be counted as present for the purposes of determining whether a quorum is present.

3.04. Place of Meetings. All meetings of the Board shall be held in the Administrative Offices of the District, but, in the discretion of the Chairman, may be held at such other places, either within or without the State of North Carolina, that shall be designated by the Chairman in notice of the meeting. A change in meeting place may also be made by vote of a majority of members of the Board at any properly called meeting of the Board.

3.05. Agenda. The ~~Secretary~~ to the Board shall prepare or shall delegate to the Engineer-Manager the preparation of an agenda for each Regular and Special Board Meeting. A request to have an item of business placed on the agenda must be received at least seven working days prior to the meeting. The agenda requirement shall be waived for any Special Meeting of the Board called upon twenty-four hours notice or less. Any member of the Board may, by a timely request, have an item placed on the agenda.

3.06. Order of Business. Items shall be placed on the agenda according to the order of business. The order of business for each Regular Meeting shall be as follows;

1. Call to order and roll call.
2. Approval of minutes of previous meeting.
3. Discussion and adjustment of agenda.
4. Report of Engineer-Manager.
5. Report of Committee Chairmen.
6. Old business.
7. New business pursuant to agenda.
8. Informal discussion and public comment.
9. Adjournment.

By general consent of the members of the Board, items may be considered out of order. The Board may, by majority vote, add an item that is not on the agenda.

3.07. Public Address to the Board. Any individual or group who wishes to address the Board shall make a request to the Secretary of the Board to be on the agenda. The Board shall determine at the meeting whether it will hear the individual or group.

3.08. Public Notices. The Engineer-Manager, or his designee, shall be responsible for providing all notices to the public of meetings of the Board consistent with the laws regarding meetings of public bodies.

#### ARTICLE IV

##### MEETING PROCEDURES AND MANNER OF VOTING

4.01. Presiding Officer. The Chairman shall preside at Board meetings. In order to address the Board, a member must be recognized by the Chairman. As presiding officer the Chairman, or any officer presiding in lieu of the Chairman, shall have the following powers:

1. To rule motions in or out of order, including the right to rule out of order any motions patently offered for obstructive or dilatory purposes;
2. To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this ground;
3. To entertain and answer questions of parliamentary law or procedure;
4. To call a brief recess at any time;
5. To adjourn the meeting in an emergency.

4.02. Presiding Officer when the Chairman is in Active Debate. In the event the Chairman is actively engaged in debate of a particular proposal, the Chairman, in his discretion, may designate another Board Member to preside over the debate. The Chairman shall resume the duty to preside as soon as action on the matter is concluded.

4.03. Action by the Board. The Board shall proceed by motion. Any member of the Board, including the Chairman, may make a motion. Prior to debate upon a motion, a second of such motion shall be required. A member may make only one motion at a time.

4.04. Debate on Motions. Motions made and duly seconded may be discussed or debated, and shall be resolved as provided hereafter.

1. Substantive motions. A substantive motion is out of order while another substantive motion is pending. "A substantive motion" is any motion, other than the procedural motions hereafter defined, that concerns any matter within the Board's legal powers, duties and responsibilities. Adoption of a motion shall require the affirmative vote of a majority of the members present, a quorum being present, unless otherwise required under the laws of the State of North Carolina.

2. Course of Debate. Upon a motion being made and duly seconded, the Chairman shall restate the motion and then open the floor to debate on it. The Chairman shall preside over the debate according to the following general principles:

- (a) The member who made the motion is entitled to speak first;
- (b) A member who has not spoken on the issue shall be recognized before someone who has already spoken;
- (c) To the extent possible, the debate shall alter between the opponents and proponents of the measure.

3. Procedural Motions. During debate on a substantive motion, the following procedural motions, and no others, shall be in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority vote for adoption:

- (a) To take a recess;
- (b) To divide a complex motion and consider it by paragraph;
- (c) To defer consideration;
- (d) To call the question. This motion is not in order until there has been one opportunity to speak by every member of the Board.
- (e) To postpone the question to a certain time or day;
- (f) To refer the motion to a committee;
- (g) To amend the motion. An amendment to a motion must be pertinent to the subject matter of the motion, although it may be

opposed in intent to the motion being considered. The motion to amend may be amended, but no further amendments may be made.

4.05. Other Procedural Motions. The following other procedural motions may be made after the conclusion of consideration of a substantive motion.

1. To adjourn the meeting.
2. To revive consideration of a motion. This motion is in order, without the necessity of a second, at any time during the meeting after a vote to defer consideration has been made.
3. To reconsider a motion made at the same meeting. This motion must be made by a member who voted with the prevailing side. It must be made at the same meeting as the vote was taken.
4. To rescind or repeal a motion (unless otherwise prevented by law).
5. To ratify any previous legal actions made on behalf of the District.
6. To renew a previous motion. A motion that is defeated may be renewed at any subsequent meeting.
7. To compel consideration of a matter referred to committee. This motion is in order only after the failure of a committee to report on a manner after three months following referral, or upon such report. It may be made by any member, without the necessity of a second.

4.06. Withdrawal of Motion. A motion may be withdrawn by the introducer any time before a vote.

4.07. Manner of Voting. A vote on a motion requiring a majority vote is normally taken by voice unless the question upon which the vote is taken commits the District to the expenditure of any money in which event the vote shall be by roll call. If there is any doubt as to the result of a vote taken by voice, the Chairman or any member may request a vote by show of hands or roll call.

4.08. Majority Vote Required. Except as otherwise may be required by law, the act of a majority of members present and voting at a meeting at which a quorum is present shall be the act of the Board.

4.09. Duty to Vote. Every member of the Board must vote at each meeting in which he attends unless excused by the remaining members. A member who wishes to be excused from voting shall so inform the Chairman, who shall take a vote of the remaining members present. No member shall be excused from voting except on matters involving his own financial interests or official conduct. In all other cases, a failure to vote by a member who is physically present or has withdrawn without being excused by a majority vote of the remaining members present shall be recorded as an affirmative vote.

4.10. Other Matters Concerning Meetings.

1. Executive Session. The Board may hold executive sessions as provided by law. The Board shall commence an executive session upon a motion made and adopted at an open meeting by a majority vote of those members of the Board present and voting, and such executive session shall end in the same manner. The motion shall state the general purpose of the executive session and such matters as considered in such executive session shall be within such purpose. Minutes of an executive session shall be kept but may be withheld from public inspection so long as public inspection would frustrate the purpose of the executive session.

2. Public Hearings. Public hearings required by law or deemed advisable by the Board shall be organized by special order, adopted by a majority vote of the Board, setting forth the subject, date, place and time of the hearing as well as any rules regarding length of time of each speaker or other rules. At the appointed time, the Chairman or his designee shall call the hearing to order and then preside over it. When the allotted time expires or when no one wishes to speak who has not done so, the Chairman or his designee shall declare the hearing ended.

3. Minutes. Minutes shall be kept of all Board meetings, including meetings in executive session, and of public hearings. Minutes shall be mailed to each member of the Board not later than ten days following a Board meeting.

4. Reference to Robert's Rules of Order. To the extent not provided for in these Bylaws and to the extent that reference does not conflict with the procedures contained in these Bylaws, meetings and actions of the Board shall be governed by Robert's Rules of Order, Revised.

## ARTICLE V

### DUTIES OF OFFICERS

The duties of the officers shall be as follows:

5.01. Chairman. The Chairman shall call and preside at all regular and special meetings of the Board. He shall appoint the chairman and members of all committees and shall be an ex officio non-voting member of all such committees. He shall perform such other duties as may come within the jurisdiction of his office. At each meeting the Chairman shall submit such recommendations and information as he may consider proper concerning the business, affairs and policies of the Board.

5.02. Vice-Chairman. The Vice-Chairman shall preside at meetings and perform the duties of the Chairman in the absence or incapacity of the Chairman. He shall perform such other duties as may be assigned by the Chairman or the Board.

5.03. Secretary. The Secretary shall keep or shall delegate to the Engineer-Manager to keep an accurate and complete record of all meetings, hearings, and other transactions of the Board; and shall perform such other duties as are required by law, any Bond Order or Resolution of the Board, or are assigned by the Board.

5.04. Treasurer. The Treasurer shall attend all meetings of the Board. Subject to any contrary provision of the North Carolina Local Government Finance Act and of any Bond Order or Resolution of the Board: He shall have the care and custody of all funds of the Board and shall deposit all funds in the name of the Board in such bank or banks whose deposits are insured by Federal Deposit Insurance Corporation as the Board may select; he

shall keep regular books or accounts showing receipts and disbursements and shall have available at each Regular Meeting of the Board an account of his transactions and also of the financial condition of the District; he shall submit a complete financial statement at the first Board meeting after the close of the fiscal year or at the expiration of his term of office; he shall give such bond as the Board may require, the premiums for which shall be paid out of the District Treasury. At the expiration of his term of office the Treasurer shall turn over to his successor all records, books, papers and moneys belonging to the District, taking a receipt therefor.

5.05. Assistant Secretary-Assistant Treasurer. The Assistant Secretary shall perform the duties of the Secretary in the absence or incapacity of the Secretary. The Assistant Treasurer shall perform the duties of the Treasurer in the absence or incapacity of the Treasurer.

## ARTICLE VI

### COMMITTEES

The Chairman has the authority to create such standing, ad hoc or special committees as he deems advisable for the purposes of study, research, investigation, negotiation and reporting to the Board. Any such committee may be composed of persons who may, or may not be, members of the Board, as selected in the discretion of the Chairman. No committee shall be authorized to take any action on behalf of the Board, rather such committee shall only provide advice to, or execute action of, the Board.

## ARTICLE VII

### ADMINISTRATIVE OFFICER

The Board shall appoint a full-time Administrative Officer designated the "Engineer-Manager," who shall serve at the pleasure of the Board as administrative officer of the District. He shall be a well qualified engineer, fully trained and experienced in the field of sewage and industrial waste collection and disposal, and shall receive a salary as fixed by the Board. He shall supervise the work of the District and perform the following duties in the name of and for the purpose of carrying out the business of the District, excepting such



powers as are reserved to the Board itself under the provisions of General Statutes 162A-69 and subject to the approval of the Board, he shall have the authority to:

(a) Have general overall supervision and responsibility of the District and its operations and of carrying out the policies adopted by the Board.

(b) Select, employ, and discharge, should it become necessary, such clerical, and other subordinate personnel as may be required to do the work of the District as provided for in the Metropolitan Sewerage Districts Act. He shall recommend to the Board the employment of special consultants as may from time to time be considered necessary;

(c) Authorize the payment of employees' salaries and wages and sign travel expense vouchers of the District personnel and members of the Board;

(d) Consistent with applicable law, authorize the purchase of necessary supplies, apparatus, and equipment for use in performing the work of the District;

(e) Prepare notices of public hearings and other meetings and have such notices published in accordance with the requirements of the North Carolina General Statutes or the policies of the Board;

(f) Prepare for consideration by the Board all forms, reports, recommended budgets, rules and regulations, etc., which may be necessary to the proper operation of the business of the District;

(g) Handle all correspondence, requests for services, and other matters relating to the administration of the affairs of the District;

(h) Keep all records of the District and codify from time to time such ordinances, rules and regulations as may be adopted by the Board;

(i) Perform such other duties as may be delegated to him by the Board, and as required by any Bond Order or Resolution of the Board.

## ARTICLE VIII

### DISBURSEMENT AND HANDLING OF FUNDS

8.01. Disbursement and handling of funds of the District shall be in accord with applicable law and consistent with any Bond Order or Resolution of the Board. Subject to the foregoing and except for checks drawn on its petty cash account which is or may hereafter be established by the Board, checks and orders for disbursement of funds shall be signed by the Engineer-Manager and countersigned by the Treasurer, or by such other person or persons to whom such authority may from time to time be given by resolution of the Board.

8.02. All persons from time to time having authority to sign checks and orders for disbursement of funds of the District shall be bonded for the faithful performance of their duties as the Board may prescribe and as provided by any Bond Order or Resolution of the Board and by the North Carolina Local Government Finance Act. The Vice-Chairman is authorized to sign such checks and orders in lieu of the Treasurer in the absence or incapacity of the Treasurer. The Engineer-Manager is authorized to sign checks drawn on the petty cash account up to but not exceeding one hundred dollars (\$100).

## ARTICLE IX

### AMENDMENTS

These Bylaws, or any part thereof, may be amended at the pleasure of and by a majority vote of the members of the Board present and voting, provided a quorum is present.

Adopted in regular session: July 17, 1990