

**TOWNSHIP OF WASHINGTON
FRANKLIN COUNTY, PENNSYLVANIA**

ORDINANCE NO. 185

AN ORDINANCE

AUTHORIZING INTERGOVERNMENTAL COOPERATION BY ESTABLISHING MEMBERSHIP IN THE FRANKLIN COUNTY COUNCIL OF GOVERNMENTS AND ESTABLISHING THE CONDITIONS OF SAID MEMBERSHIP PURSUANT TO THE REQUIREMENTS OF PENNSYLVANIA CONSOLIDATED STATUTES, TITLE 53, SECTIONS 2301 THROUGH 2315, COMMONLY KNOWN AND REFERRED TO AS ACT 180, INTERGOVERNMENTAL COOPERATION LAW, AS AMENDED, OF THE COMMONWEALTH OF PENNSYLVANIA.

WHEREAS, Pennsylvania Consolidated Statutes; Title 53, Sections 2301 through 2315, commonly known and referred to as Act 180, Intergovernmental Cooperation Law, is the law governing intergovernmental cooperation within the Commonwealth of Pennsylvania; and

WHEREAS, the municipality of Washington Township has agreed that there are efficiencies to be gained through mutual cooperation and communication with the other governments of Franklin County; and

WHEREAS, the Franklin County Council of Governments has been created to facilitate this cooperation; and

WHEREAS, the Intergovernmental Cooperation Law of the Commonwealth of Pennsylvania intends that full recognition by the Commonwealth of Pennsylvania of an agent of intergovernmental cooperation requires said agent to be established by Ordinance by all cooperating units of government; and

WHEREAS, the aforementioned municipalities desire the Franklin County Council of Governments to be as useful as possible to those municipalities, and the residents thereof.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE LEGISLATIVE BODY OF THE MUNICIPALITY OF WASHINGTON TOWNSHIP IN A REGULAR MEETING DULY ASSEMBLED, AND IT IS HEREBY ORDAINED AND ENACTED BY AUTHORITY OF THE SAME:

That the municipality of Washington Township agrees to become a member of the Franklin County Council of Governments; and

That the By-laws of the Franklin County Council of Governments attached hereto and made a part hereof, which specifies the organizational structure and other operational means of the Council of Governments, are hereby approved; and

Duly enacted and ordained this 20th day of June 2005, by the Board of Supervisors of Washington Township in public session duly assembled.

Attest:

**TOWNSHIP OF WASHINGTON
FRANKLIN COUNTY, PENNSYLVANIA**

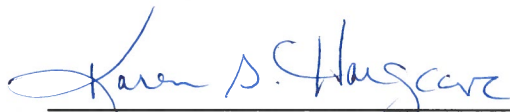


Karen S. Hargrave, Secretary



Arthur T. Cordell, Chairman

I, Karen S. Hargrave, Secretary of the Board of Supervisors, Washington Township, Franklin County, Pennsylvania, do certify that the foregoing is true and correct copy of an ordinance adopted at a regular meeting of the Washington Township Supervisors held June 20, 2005, in a regular session duly assembled.



Karen S. Hargrave, Secretary

Date: June 20, 2005

Franklin County Council of Governments
Bylaws
(Last Revised 03/02/05)

Section 1: Organization Mission Statement:

It is the Mission of the Franklin County Council of Governments (hereinafter called "the Council") to: provide a forum by which the governmental entities of Franklin County may meet to discuss issues of mutual interest; and to coordinate joint activities between members on an as needed, voluntary basis.

Section 2: Purpose: The purpose of the Franklin County Council of Governments is to provide a vehicle for inter-municipal cooperation in resolving problems, forming policies, making plans, and taking actions that are mutually beneficial to all members. The further and specific purposes are as follows:

- A. To identify, discuss, and study regional issues and opportunities.
- B. To promote effective communication and coordination among member governments and others.
- C. To facilitate agreements among member governments to cooperatively undertake specific projects, and programs.

Section 3: Membership:

- A. Any governmental entity of Franklin County (school districts, local governments, and the County) shall be eligible for membership.
- B. In accordance with Act 180 (the Pennsylvania Intergovernmental Cooperation Law), each participating township and borough must pass an ordinance establishing membership in the Council of Governments. In the case of the School District, a resolution will be sufficient.
- C. The meetings will be open to any appointed or elected official from each governmental entity; but each organization shall have only one voting member.
- D. A municipality may withdraw from the Council of Governments at any time. Any such withdrawal will become effective upon repeal of the ordinance or resolution creating membership, and proper notification to the Chairperson.

Section 4: Officers

- A. The officers of the Council shall be selected from among elected or appointed officials from any municipality or school district that is currently a member of the Council and shall be the following: Chairperson, Vice-Chairperson, Treasurer, Secretary, and Assistant Secretary.
- B. All Officers shall serve a term of one year. Term years shall begin in January. Elections shall be carried out as per section 6.D. below.
- C. The Chairperson shall be responsible for ensuring that the Council conducts meetings in an organized fashion. This responsibility shall include, but shall not be limited to, setting agendas, keeping the meetings focused on the agenda, authorizing ad-hoc committees, and ensuring that the necessary physical requirements for a meeting are provided (such as the meeting place, for instance). The Chairperson shall

also appoint membership to the Committees. (The Committees are responsible for selecting their own Committee Chairmen, etc.)

D. The Vice Chairperson is responsible for assisting the Chairperson in their above duties, and acting for the Chairperson in their absence.

E. The Treasurer shall be responsible for accounting for any money that is taken in, and acting for the Chairperson and Vice Chairperson in their absence.

F. The Secretary shall be responsible for taking notes during meetings, distributing an unofficial set of minutes of the meetings at least a week prior to the next meeting, maintaining copies of the official minutes once they have been approved at a regular meeting, and acting as the Chairperson in the event of the absence of the Chairperson the Vice-Chairperson, and the Treasurer.

G. The Assistant Secretary shall be responsible for assisting the secretary in the performance of their duties, and acting for the Secretary in their absence.

F. In the event of the absence of the Chairperson, Vice-Chairperson, and Secretary, the meeting may only be conducted as if no quorum is present; see section 6C, below.

Section 5: Committees:

A. Committees are established to provide recommendations to the Council on the best method of solving problems in specific areas.

B. The following committees are established:

1. Statewide Building Code
2. Nomination
3. Bylaws
4. Joint Purchasing
5. Long Range Planning
6. Legislative Communications

C. In addition to the established committees, the Chairperson may form ad-hoc committees to deal with unforeseen situations. These ad-hoc committees in time may evolve into permanent, established subcommittees, or may be dissolved upon a vote of the majority if it is perceived that there is no longer a need for the committee's services.

D. Participation in projects initiated by the committees is strictly voluntary for the member organizations.

Section 6: The Functioning of the Council:

A. The Council shall typically hold meetings six times per year in the months of January, March, May, July, September, and November. Additional meetings may be called at the discretion of the Chairperson as the need arises. The exact date of regularly scheduled meetings for the year shall be confirmed at the January meeting.

B. The Chairperson shall be responsible for setting the agenda. The following general categories shall be discussed every month: Call to Order; Public Comments; Approval of Previous Meetings Minutes; Old Business; New Business; Committee Reports; and Adjournment. The Chairperson shall determine what topics appear under Old and New Business, although members may, either before the meeting or during it, suggest to the Chairperson or the Council as a whole new items of business for discussion under either of these categories.

C. If none of the Officers are present, or if a quorum of members is not present, the

meeting can continue for discussion purposes, but the Council may not take a formal position on any matter. (Exception: the Council may set the next meeting date without a quorum present). A quorum shall be defined as at least one-half of the membership of the Council.

D. Election of Officers is carried out in the following manner: the Nomination Committee will determine a slate of Officers for presentation and election at the November meeting for the following year's term. Additional nominations may be made from the floor. Tie votes shall be decided by lottery.

E. The bylaws of the organization may be changed by a request to the Council at a regular meeting; the Council may then choose to refer this request to the Bylaws Committee for a recommendation to the Council at the next regular meeting. The bylaws may then be changed by a simple majority vote. Any recommended change in the bylaws can not be voted on during the meeting in which the changes are suggested.

F. If any governmental entity is not represented at four consecutive regular meetings, it is presumed that the entity has withdrawn from the Council and will be dropped from membership. If the entity wishes to rejoin, they may do so with another resolution as provided in section 3B.

Section 7: Participation in Activities:

Any member municipality shall have the right to refrain from any discussion or action of the Council of Governments. A member shall not be required to share the costs of projects or programs in which it is not a participant. **In order for a member to be a participant in the project or program the government body of the member must approve the project or program, and take any and all action necessary to comply with the Intergovernmental Cooperative Law.**