

**TOWNSHIP OF MILLBURN
RESOLUTION 19-278
APPROVAL OF PEDESTRIAN SAFETY ADVISORY BOARD BYLAWS**

WHEREAS, the Township of Millburn established a Pedestrian Safety Advisory Board per Ordinance 2532-19 to serve as a volunteer advisory board to the Township Committee concerning issues affecting pedestrian safety and acting in a manner consistent with the Traffic Management Policy adopted by Resolution 19-079 and as amended from time to time; and

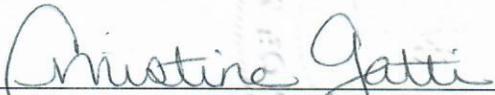
WHEREAS, the advisory board may adopt bylaws to govern its general operation provided that the bylaws and any revisions are approved by the Township Committee;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millburn, in the County of Essex, that the bylaws unanimously approved by the Pedestrian Safety Advisory Board dated December 4, 2019 are hereby approved.

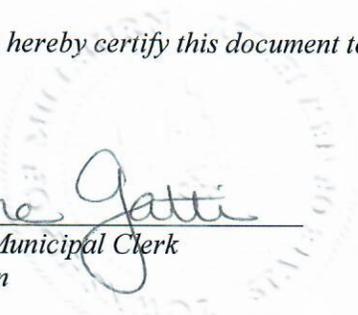
Adopted by Township Committee on December 17, 2019

I, Christine A. Gatti, Municipal Clerk of the Township of Millburn, do hereby certify this document to be a true copy of the original which is on file in my office.

Date: 12/18/2019



Christine A. Gatti, Municipal Clerk
Township of Millburn



MILLBURN PEDESTRIAN SAFETY ADVISORY BOARD

BY-LAWS

Article I - Identification

The Millburn Pedestrian Safety Advisory Board, hereinafter referred to as the Board, exists by creation by the Millburn Township Committee, pursuant to Ordinance 2532-19 adopted on June 18, 2019.

Article II - Membership

The Board consists of nine Members: a representative of the Township Committee, the Superintendent of the Millburn Township Public Schools or designee, a Parent-Teacher Organization Council (PTOC) Safety Committee Member, Township Engineer or designee, Police Chief or designee, Business Administrator or designee, and three Township residents.

Article III - Term

The Township Members of the Board, including the representative of the Township Committee and the Township residents, shall be appointed by the Township Committee and shall serve for a term of three years, or until a successor is appointed. Any vacancy shall be filled for the remainder of the unexpired term only. All Members of every category, first appointed, shall hold office until December 31, 2019. The balance of the Members shall serve on the Board by virtue of holding office or employment in the categories designated. After 2019, they shall continue on the Board for as long as they hold the office or employment designated or until a successor holds the office or employment designated.

Township resident Members shall hold office for alternatively arranged staggered terms of one, two and three years commencing at the first annual Reorganization Meeting of the Township Committee following the adoption of this Ordinance as follows:

Article IV - Meetings

The normal order of business at regular meetings shall be:

1. Call to Order
2. Reading of Sunshine Law announcement
3. Roll Call
4. Approval of Minutes of previous Meetings
5. Review and action on pending matters
6. New Business
7. Open Session for hearing Citizens

8. Adjournment

To the extent possible, the Secretary shall circulate to the Board Members, the agenda and any documents needed for review/action at an upcoming meeting, at least three days in advance of the meeting.

Within seven days after the first meeting of the Board, which shall be scheduled to occur in January following the annual Reorganization Meeting of the Township Committee, the Secretary shall provide to the Township Clerk, the schedule of quarterly meetings for the ensuing year, which shall be posted and adequately noticed by the Township Clerk. Any meetings called during the course of the year which are not on the annual schedule, shall be treated as Special Meetings. At least ten days before a Special Meeting, the Secretary shall provide information to the Township Clerk concerning the date, time, place and subject matter to be taken up at such meetings, which shall be posted and adequately noticed by the Township Clerk.

Special Meetings shall be called at the request of the Chair or upon written request of three Members for the transaction of the business stated in the call for the meeting. Notice of the meeting shall be provided by the Secretary to the balance of the Members at the same time that the Secretary submits Special Meeting information to the Township Clerk as above provided.

In the event that either the Chair and/or the Secretary is unable to attend a meeting, the Committee shall choose a person, or persons, on the Committee, and then present, to serve temporarily in that position for the duration of that meeting.

The tentative agenda circulated prior to a meeting shall be prepared by the Chair and can be revised by the Board at the beginning or during the course of the meeting by a majority vote.

A quorum shall consist of a majority of the Members. A quorum must be present in order to convene a meeting. Any matter requiring a vote at a meeting will be deemed adopted upon the affirmative vote of a majority of the quorum present.

The rules contained in the current edition of *Robert's Rules of Order* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these By-laws, or with any statutes of the State of New Jersey.

Article V – Officers

The Chair and Secretary of the Committee shall be elected by the Board Members at the first meeting of the year. The Chair shall preside at all meetings, call Special Meetings, and generally perform the duties of a presiding officer.

The Secretary shall keep a true and accurate account of the proceedings and administer the Meeting Notice requirements of the Open Public Meeting Act.

Members shall serve a term from the Annual Meeting at which they are elected to the following Annual Meeting. Officers may not serve more than three consecutive terms. The Board will immediately fill any mid-term officer vacancy.

Article VI – Amendment of By-laws

These By-laws can be amended. The amendment must be introduced in writing at a regular meeting of the Board. The amendment can be passed by a majority of Members at a subsequent meeting and will become effective upon approval by the Township Committee in accordance with the Ordinance.

The provisions of these By-laws which incorporate the provisions of Ordinance 2532-19, then in effect may not be amended. All other By-laws can be amended upon the affirmative vote of the full authorized membership of the Board, provided 1) any proposed amendment shall have been provided to each Member at least fourteen days before the first meeting at which it will be considered for introduction; 2) that the proposed amendment is introduced in writing at a meeting of the Board and passed at a subsequent meeting; and 3) shall have been previously approved by Resolution of the Township Committee in accordance with Ordinance 2532-19 prior to the second meeting scheduled for consideration of adoption.

Approved by Pedestrian Safety Advisory Board: December 4, 2019

Approved by Millburn Township Committee: By Resolution 19-278 on December 17, 2019