

**BYLAWS OF THE
RAPID CITY AREA AIR QUALITY BOARD**

Article I. Name of the Board

The name of this organization shall be the Rapid City Area Air Quality Board, hereinafter referred to as “the Board.”

Article II. Authorization

This Board is established pursuant to Pennington County Ordinance No. 12 Revised, “Air Quality Ordinance” and Rapid City Municipal Code Chapters 8.34 through 8.44.

Article III. Purpose

The purpose of the Board is to achieve and maintain compliance with the National Ambient Air Quality Standards in accordance with Pennington County Ordinance No. 12 Revised, Air Quality Ordinance and Rapid City Municipal Code Chapters 8.34 through 8.44. Further, the Board shall achieve and maintain the PM10 National Ambient Air Quality Standards by controlling fugitive emissions including street sanding, parking lots, continuous operations and construction as well as open burning and wood burning so as to protect the health and welfare of all the people who inhabit the county and the city; to limit environmental damage to plant and animal life within the county and the city; and to promote commercial and industrial development while limiting environmental degradation; and to educate the residents of the county and the city of air quality issues.

Article IV. Responsibilities and Duties of the Board

The duties of the Air Quality Board shall be to advise the Rapid City Air Quality Division, review and approve compliance plans, serve as an appeals board for contested permits and violations, and make recommendations to the Pennington County Commission and the Rapid City Council on policies relating to the air quality of Pennington County and Rapid City.

Article V. Officers

Section 1. The officers of the Air Quality Board shall consist of a Chair and Chair-Elect.

Section 2. The Chair shall preside at all meetings and hearings of the Board and shall have duties normally conferred by parliamentary usage on such officers. The Chair shall designate a member to monitor the financial condition of the Air Quality Division.

Section 3. The Chair-Elect shall act for the Chair in his or her absence.

Article VI. Election of Officers

Section 1. An annual organizational meeting shall be held at the regular meeting in September.

Section 2. The Chair-Elect shall be considered the Chair at the September meeting and shall serve for one year or until his or her successor shall take office.

Section 3. At the September meeting, nominations shall be taken for the Chair-Elect.

Section 4. A candidate for Chair-Elect receiving a majority vote of the entire membership of the Board shall be declared elected and shall serve for one year or until his or her successor shall take office.

Section 5. Any officer can be removed from office by a 75% vote of all voting members at a regular Board meeting provided said officer is notified of the proposed removal 15 days before the meeting. In the event of the removal or resignation of the Chair, the Chair-Elect shall assume the Chair's responsibilities for the remainder of the term. In the event the Chair-Elect's position is vacated the office shall be filled at the next regular meeting by the regular election procedure and shall be for the remainder of the term.

Article VII. Membership

The terms of all members shall begin September 1 and terminate on August 31 of the appropriate year. Members may be reappointed for a second three-year term. Appointments to fill vacancies shall be for only the unexpired portion of the term. No member shall serve more than two full consecutive terms. However, exceptions to this provision may be approved to allow a one-year extension when it is in the best interest of the City and County by providing continuity of board membership.

Three consecutive absences of a member or an ex-officio member of the Board from regularly scheduled meetings shall result in a recommendation from the Air Quality Board to the Pennington County Commission or the Rapid City Council to replace that member.

Article VIII. Meetings

Section 1. Four regularly scheduled meetings shall be held per year at a time and place determined by the Board. Public notice of the meetings, including proposed agendas, shall be provided at least twenty-four hours prior to any meeting. Public notice shall be made by posting copy of the notice, visible to the public, at the City of Rapid City Air Quality Division.

For special or rescheduled meetings notice shall be delivered in person or by mail or by telephone to members of the local news media who have requested notice.

Section 2. A quorum shall consist of four (4) members of the Board. Voting shall be by oral question and answer. A Board member may join the meeting by telephonic participation and be included in the determination of a quorum.

Section 3. Special meetings may be called by the Chair. It shall be the duty of the Chair to call a special meeting when requested to do so by a majority of members of the Board. All members of the Board shall be notified not less than 24 hours in advance of such a special meeting.

Section 4. All meetings or portions of meetings at which official action is taken shall be open to the general public. However, the Board may meet in closed session to discuss personnel or legal matters in accordance with South Dakota law.

Section 5. Unless otherwise specified, Robert's Rules of Order shall govern the proceedings at the meetings of this Board.

Article IX. Order of Business

The order of business at regular meetings shall be as follows:

1. Call to Order
2. Approval of Minutes
3. Approval of Meeting Agenda
4. Reports from Committees and Staff
5. Old Business
6. New Business
7. Items from Board Members
8. Items from the Floor
9. Adjournment