

**PROCEDURES AND BY-LAWS
OF
LINN BENTON UTILITIES COORDINATING COUNCIL
P.O. Box 1722, Albany, OR 97321**

Amended by the Board of Officers on January 24, 2020

Adopted February 28, 2020

NAME OF ORGANIZATION

The name of the organization is Linn Benton Utilities Coordinating Council, (LBUCC) hereinafter referred to as the Council

PURPOSE

The council is a non-profit organization of utilities, government agencies, contractors, vendors, and other interested parties doing business or residing in Linn & Benton County, Oregon. The council will:

Coordinate right of way encroachments between various utilities to ensure efficient use by all parties.

Keep excavators, public agencies, contractors, vendors, and other interested parties aware of current and future projects.

Educate and advise excavators, public agencies, contractors, vendors, and other interested parties about adherence to the Dig Law to properly place and/or protect underground utilities.

MEMBERSHIP

Any utility, governmental agency, contractor, and any other interested organization may become a member of the council.

Persons representing dues paying utilities, government agencies, contractors, vendors, and others will be members with voting privileges of one vote per dues paying membership.

FINANCES

Annual membership dues will be \$125. An annual budget will be created and approved by a vote of the membership at the January meeting.

BOARD OF OFFICERS

Officers shall be elected by the membership. The term of office shall be one year. Election of officers shall take place at the December meeting and newly elected officers will begin service on January 1 of the New Year.

The following list of officers shall comprise the Board of Officers. The number of officers can be amended at any time by will of a majority vote of the membership.

President

The President shall have the general and active management of the Council's business and affairs. The president will preside at all meetings of the membership unless otherwise ordered by the Board of Officers. The President shall be responsible for the timely and orderly annual election of officers. The President will be expected to attend the annual OUCC President's Meeting at the expense of the council.

Vice-President

The Vice-President shall, in the absence of the President, preside over any regular council meeting and assume all the responsibilities of the President. The Vice-President will attend the annual OUCC President's Meeting if the President is unable to attend.

Secretary

The Secretary will keep a fair and accurate record of all meetings. The Secretary will send timely meeting and event notices to the membership.

Treasurer

The Treasurer will keep accurate accounts for all receipts and disbursements and shall prepare and present a report at the monthly meeting of the membership. The Treasurer will have primary access to the bank account and oversee all transactions.

Publicity and Education Chair

The Publicity & Education Chairperson will work to raise the awareness of excavators, public agencies, contractors, vendors, and other interested parties of the requirements of the Oregon excavation laws through outreach and education.

Damage Chair

The Damage Chairperson will collect damages from the facility owners and post them on the OUCC web page or instruct the facility owners to post damages on the OUCC web page. The Damage Chairperson will monitor the OUCC web page and report the damages and the number of facilities who are reporting at the monthly meeting of the membership.

Standards Chair

The Standards Chairperson will educate the members of the LBUCC and interested parties about the use of, adherence to, and interpretation of the Dig Law. The Standards Chairperson or Co- Chairperson will answer questions and lead discussions pertinent to the Dig Law.

RELEASE CLAUSE

These By-Laws of the Linn Benton Utilities Coordinating Council can be rewritten and/or amended by will of a majority vote of the membership.

MEETING TIME PLACE

Regular meetings are scheduled on the **Fourth Friday of each month from 12:00p.m. to 1:00 p.m. at Papa's Pizza, Corvallis, Oregon.**


Harry Blank

Signature

10-8-2020

Date