

North Shore Council of Governments Intermunicipal Agreement

Approved by the North Shore Council of Governments on November 13, 2020

Purpose

In order to provide service and affect issues of common and individual concern to the municipalities located on or near the North Shore of Oneida Lake in the Tug Hill Region, the North Shore Council of Governments (NorCOG) is hereby created by action of the undersigned towns and villages, pursuant to Article 5-G of General Municipal Law.

In keeping with the tradition of the North Shore Council of Governments established in January 2003, which was previously established by these communities, it is the intention of the North Shore Council of Governments (NorCOG) through cooperation and a system of regular communication with member communities, to represent these municipalities in bringing resources to bear on issues of common concern including, but not limited to, community development and planning; matters affecting the natural environment; and local government management information needs.

Primary Objectives

1. To provide staff who will, through regular contact with member municipalities identify possible areas of assistance and provide requested services where possible, and who will coordinate activities designed to address all such issues.
2. To establish a representative forum by which issues and opportunities of common or individual concern can be affected, both through making recommendations for action, as well as through providing direct support to local government activities.
3. To establish a communication system by which all representatives to the North Shore Council of Governments report on a regular basis to their respective governing boards.
4. To explore avenues of cooperation by and between member municipalities, and carry out cooperative projects when desirable and feasible.
5. To explore avenues of cooperation by and between municipalities and other Councils of Government throughout the Tug Hill Region.
6. To visualize the future from a big picture or multi-municipal perspective and to create opportunities through cooperation for achieving such vision.
7. To provide technical and project review assistance, as requested, to North Shore Council of Governments municipalities.

Membership

Towns and villages which have adopted and signed this IMA and have paid their annual fee shall be considered members of NorCOG. The annual fee may be waived for the first year of membership of any town or village. Each of the member municipalities shall designate annually, at their organizational meeting, two representatives to serve on the North Shore Council of Governments. One representative shall be the chief elected official of the member municipality, and the second representative from each municipality may be a member of the governing board of that municipality or a resident of that municipality. For purpose of business of the North Shore Council of Governments, designated

representatives shall be voting members. Attendance and participation at the North Shore Council of Governments meetings by all interested local officers is encouraged. A quorum shall be constituted when a majority of the member municipalities are present. Any representative having a conflict of interest of any kind in a matter before the board shall be disqualified from voting, and the secretary shall record in the minutes that no vote was cast by such representative.

Meetings

The North Shore Council of Governments shall meet at least twice a year. An annual meeting shall be held to elect officers for the ensuing year, adopt the budget, establish the annual fee by member municipalities, review goals and objectives, review its intermunicipal agreement, and such business as may be conducted by NorCOG. Other meetings may be called at the request of two or more member municipalities, or upon the initiative of the chairman, following due and proper notice given to all representatives. All meetings shall be conducted in accordance with the laws of New York State and with Robert's Rules of Order, Newly Revised.

Officers: Terms of Office; Vacancies

The officers shall consist of a chairman, vice chairman, and fiscal officer. The officers shall be elected for the ensuing year at the annual meeting. Their term shall commence on January 1 and they may be reelected. Any vacancy occurring within a term of office shall be filled by an election at a special meeting or by mail ballot.

Chairman

The powers and duties of the chairman shall be as follows: to preside at all meetings of NorCOG; to call special meetings of NorCOG; to sign all official documents on the behalf of NorCOG; to see that all reports, documents, and actions are properly made, executed, filed or taken, as the case may be, in accordance with law, the responsibilities, and the actions of NorCOG; and to develop the budget of NorCOG.

Vice-Chairman

The powers and duties of the vice-chairman shall be as follows: to perform all duties of the chairman during absence, disability or disqualification of the chairman.

Fiscal Officer

A fiscal officer of one of the member municipalities shall be designated by resolution of the North Shore Council of Governments as the North Shore Council of Governments fiscal officer. The fiscal officer shall receive all contributions from outside sources and from member municipalities. The fiscal officer shall provide an accounting of all activities to the North Shore Council of Governments and/or to any member municipality on request, or according to a schedule as determined by resolution of the North Shore Council of Governments.

Finances

The North Shore Council of Governments shall establish and approve an annual budget prior to September 1 of each year. The member municipalities shall be requested to consider their share of the budget. The North Shore Council of Governments fiscal year shall be the calendar year. Each member

