

# **CONSTITUTION & BY-LAWS**

**NEBRASKA ASSOCIATION OF  
COUNTY ENGINEERS, HIGHWAY  
SUPERINTENDENTS and SURVEYORS  
(NACE)**

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## **ARTICLE I**

### **Name and Purpose**

Section 1. The name of this association shall be known as the "Nebraska Association of County Engineers, Highway Superintendents and Surveyors".

Section 2. The objects of this association shall be to perpetuate and preserve the office of County Engineer, County Highway Superintendent and County Surveyor. To afford a medium to facilitate an exchange of ideas among its members to the end that sound, progressive and conscientious principles and practices shall be exercised in the construction and maintenance of Nebraska's county roads and bridges. To perpetuate the offices of the County Engineer and the County Surveyor and uphold the office's legal responsibilities and practices. To encourage civic activity among its members and to suggest such legislation as will improve the members of this association and be of benefit to the counties of Nebraska.

Section 3. The association was organized in 1957 as an affiliate of the Nebraska Association of County Officials (NACO). The association is a state chapter affiliate of the National Association of County Engineers (NACE).

Section 4. The association is a non-profit organization that is tax exempt under section 501(c)(4) of the Internal Revenue Code.

## **ARTICLE II**

### **Composition**

Section 1. Full membership in this association shall be limited to:

- (a) Persons legally qualified and acting as the director of the county road department regardless of their title such as County Engineer and County Highway Superintendent. Their chief assistant or deputy may qualify for membership in this association.
- (b) Persons legally qualified and acting as County Surveyors. Their chief assistant or deputy may qualify for membership in the association.
- (c) Persons who are not an elected or employed as County Engineer or as County Surveyor, but are appointed or named as County Engineer or County Highway Superintendent.
- (d) Persons licensed as a County Highway Superintendent by the Nebraska Board of Examiners for County Highway and City Street Superintendents.

Section 2. Associate membership in this association shall be limited to persons in allied occupations who are interested in the happenings of the association. They shall have no voting power, nor shall they be permitted to discuss any subject without first securing the consent of the President of the association.

Section 3. Honorary membership in this association shall be limited to persons duly voted upon by the members. In general, the recipient will be a person of outstanding ability in the highway or public works field, who has contributed greatly to the advancement of the interests of the association. They shall have no voting power, nor shall they be permitted to discuss any subject without first securing the consent of the President of the association.

## **ARTICLE III**

### **Powers of the Association**

**Section 1.** The Nebraska Association of County Engineers, Highway Superintendents and Surveyors shall have power:

- (a) To enact, amend or repeal laws or rules for this association.
- (b) To elect, appoint or employ officers to care for the business of the association.
- (c) To raise revenue by membership fees, fundraising, or meeting charges through assessments.
- (d) To disburse funds for association expenses.
- (e) To hold annual meetings, special meetings, conferences and schools.
- (f) To amend, alter or repeal all or part of this constitution by a two-thirds (2/3) vote of all members present at meetings, conferences and schools included in Article III, Section 1, part (e). There must be at least fifteen members to constitute a quorum.

## **ARTICLE IV**

### **Membership Fees and Assessments**

Section 1. An annual membership fee shall be paid by each full member in the sum of \$50.00.

Section 2. An annual associate membership fee shall be paid by each associate member in the sum of \$50.00.

Section 3. Honorary membership in this association shall constitute exemption from membership fees.

Section 4. Membership fees for the coming year may be changed by a two-thirds (2/3) vote of those attending the annual meeting to meet expenses as needed.

Section 5. Assessments may be levied for meetings, conferences and schools by a two-thirds (2/3) vote of all members present at any so-stated functions or annual meeting.

## **ARTICLE V**

### **Officers**

Section 1. The officers of this association make up the Executive Board and shall be President, Vice-President, Secretary-Treasurer and the Immediate Past President. The Executive Board shall conduct the business of the association between meetings with all matters not specifically reserved for the Executive Board being the responsibility of and within the purview and jurisdiction of the Executive Board.

Section 2. The President, Vice-President and Secretary-Treasurer, of this association, shall be full members according to Article II, Section 1 (a) and elected at the annual meeting by ballot for a term of two (2) years. Retirement or separation from a county shall make any officers ineligible to hold office in this association; and, such retirement or separation shall automatically result in a vacancy which may be filled by the Executive Board of the association. No President, Vice-President or Secretary-Treasurer may be elected to succeed themselves in the same office, except in cases where an officer has served only a portion of a term.

Section 3. A full member of the association, who is also an elected County Surveyor serving as a County Highway Superintendent or who is also an elected County Engineer, shall be elected to serve a two-year term from the year 1983 and every other year after as an Affiliate Director on the Board of Directors for the Nebraska Association of County Officials. Retirement or separation from office, creating a vacancy, shall be filled by the Executive Board of the association.

Section 4. A full member of the association who is also a member of the "National Association of County Engineers" shall be elected to represent the association as a Director at Large on the NACE Board of Directors.

## **ARTICLE VI**

### **Duties of Officers**

Section 1. The President shall preside at all meetings and preserve order, enforce the Constitution and By-Laws of the association and appoint all committees unless otherwise provided. The President shall represent the association in any capacity as specified by the Executive Board. They shall be a voting member on all appointed committees.

Section 2. The Vice-President shall assist the President, and in their absence, inability to serve, or when so directed, succeed to the authority of that office.

Section 3. The Secretary-Treasurer shall keep the minutes of all meetings and all other business and the papers of the association. The Secretary-Treasurer shall be authorized to collect membership fees for those wishing to be members of NACE. They shall receive and disburse the funds upon the orders of the Executive Board and shall submit a statement annually of the financial condition of the association and the same shall be filed in their minute book. They shall notify all eligible members of this association at least fifteen (15) days in advance of any meetings, conferences or schools in Article III, Section 1, part (e).

Section 4. The Past President and five Regional Directors shall act as an advisory board to the President, Vice-President and Secretary-Treasurer in formulating policies, procedures and all special meetings.

## **ARTICLE VII**

### **Meetings**

Section 1. The Nebraska Association of County Engineers, Highway Superintendents and Surveyors shall meet annually and shall coincide with the time and place of the annual convention of the Nebraska Association of County Officials.

Section 2. The Executive Board of the association shall have authority to call special meetings as they may deem necessary for the better interest of the association.

## **ARTICLE VIII**

### **Committees**

Section 1. The following standing committees shall be appointed by the President:

Advisory Board (District Chairs & Past President)

Association of General Contractors (AGC) – Liaison

Board of Examiners for County Highway & City Street Superintendents (BEX) – Liaison

Board of Public Roads Classifications & Standards (NBCS) - Liaison

Constitution & By-Laws

Federal Aid / State – Liaison and Local Public Agency (LPA) Council Representatives

Legislative

Manual of Uniform Traffic Control Devices (MUTCD)

National Association of County Engineers (NACE) – Director at Large representing Association

Nebraska Association of County Officials (NACO) - Board of Directors

Nebraska Local Technical Assistance Program (-LTAP) – Advisory Board

Nominating

Professional Surveyors Association of Nebraska (PSAN) – Liaison

Programs – Summer Meeting

Programs – Winter Meeting

Special Committees are appointed as needed by the President.

## **ARTICLE IX**

### **Rules of Order**

Section 1. Robert's Rules of Order Newly Revised (RONR) shall guide the association in all questions not expressed in this Constitution and By-Laws.

Section 2. In general, the order of business for meetings of the association shall be:

1. Reading and approval of minutes
2. Business arising from discussion of minutes
3. Acceptance and Approval of Treasurer's Report
4. Approval of Bills
5. Correspondence
6. Report of officers
7. Report of regular committees
8. Report of special committees
9. Unfinished business
10. New business
11. Application(s) for membership
12. Announcements
13. Adjournment

## **ARTICLE X**

### **Ratification**

**Section 1.** This constitution shall be in full force from and after the date of its ratification and adoption by the Nebraska Association of County Engineers, Highway Superintendents and Surveyors, in convention assembled and shall not be repealed, altered or amended except at meetings, conferences and schools as provided in Article III, Section 1, part (f). All previous constitutions, if any, are hereby repealed when a revised constitution is ratified and adopted.

The foregoing Constitution and By-Laws for the Nebraska Association County Engineers, Highway Superintendents and Surveyors having been favorably voted on by a count of ALL, yea and NO, nay votes by membership are hereby accepted on this 6th day of June, 2024.