

WEST VIRGINIA CORROSION CONTROL COORDINATING COMMITTEE

BY-LAWS

Article I

Organization

- Sec. 1 - The name of this organization will be the West Virginia Corrosion Control Coordinating Committee located within West Virginia.
- Sec. 2 - The purpose of the Committee will be to institute and foster cooperative corrosion control and corrosion interference control involving metal structures and to promote an exchange of technical information in the field of corrosion. The Committee will also develop and maintain a database of rectifiers in the State of West Virginia.
- Sec. 3 - The area of operation will fall within the State of West Virginia, including the outer fringe areas of the state boundaries as outlines below in a and b.
- a. Problems originating within these boundaries and affecting structures adjacent to the boundaries.
 - b. Problems originating on structures adjacent to these boundaries, and affecting structures within the boundaries.

NOTE: (Problems described in a and b may possibly be carried simultaneously as active cases in the adjacent area's corrosion control coordinating committees.)

Article II

Membership

- Sec. 1 - Dues for each member company, which are determined by a vote of the membership are payable at the first scheduled meeting of each year.
- Sec. 2 - The membership shall consist of representatives of state or local governments, public service, and industrial or commercial companies, contractors and consultants with metal property interests, within the operating area, which may be corroded by direct electrical current flowing in earth which originates from neighboring sources; or whose property is capable of creating electrical conditions which would enhance corrosion on neighboring metal property.
- Sec. 3 - Guests may attend any meeting when invited by a member company.
- Sec. 4 - An assessment per person, determined by the membership, shall be paid at each meeting to cover expenses. Balance due if necessary is to be withdrawn from treasury.

Article III
Officers

- Sec. 1 - The officers of the Committee will include a Chairman, a Vice Chairman, a Secretary, and a Treasurer.
- Sec. 2 - Officers must be selected from the active members of the West Virginia Corrosion Control Coordinating Committee.
- Sec. 3 - After each election, the list of new officers shall be submitted to NACE Task Group T-10B-1 and to the NACE Technical Activities Director.

Article IV
Duties of Officers

- Sec. 1 - The duties of the officers will be as follows:
 - a. The Chairman will conduct meetings and coordinate all affairs of the committee.
 - b. The Vice Chairman will substitute for the Chairman in his absence and perform any other duties as may be assigned to him by the Committee.
 - c. The Secretary shall record proceedings of meetings and distribute copies of the minutes to the membership. The Secretary shall be the correspondent for the committee and will maintain a correspondence file. The Secretary shall also keep and maintain the Rectifier Data Base.
 - d. The Treasurer will handle the financial responsibilities of the Committee, including payment of debts, maintenance of checking accounts, and collection of yearly dues. The Treasurer will also be responsible for the collection of meeting assessments.
 - e. The current officers of the Committee will make up the Executive Committee.

Article V
Election and Terms of Officers

- Sec. 1 - Officers will be elected by vote of the members within the West Virginia Corrosion Control Coordinating Committee.
- Sec. 2 - The tenure of office for all officers will be one year effective at the next regularly scheduled meeting with nominations and elections for offices being held during the last regularly scheduled meeting of the year. (The tenure of officers may be extended for a second year by a majority vote of the members present at the last meeting of the year.) In the event an officer must resign his/her position, an interim officer may be appointed by the executive committee for the remainder of his term.
- Sec. 3 - A nominating committee shall be appointed by the Chairman from members of the West Virginia Corrosion Control Coordinating Committee to select for nomination of all new officers and chairmen for the standing committee.

Sec. 4 - Nominations shall be made by the nominating committee on the principle of movement up by chairs. Nominations (by the general membership) shall also be accepted from the floor.

Article VI Meetings

- Sec. 1 - The number of yearly meetings will be a minimum of four (4), generally held quarterly. The meeting dates and meeting locations for the up-coming year will be determined by the Executive Committee and shall be presented to the membership at the last regularly scheduled meeting of the year.
- Sec. 2 - The minutes of the meetings will be distributed to each member company and any approved corrosion control committee within or adjacent to the operating area of the West Virginia Corrosion Control Coordinating committee, when needed.
- Sec. 3 - Special meetings may be called by the Chairman.
- Sec. 4 - All information and data discussed at meeting shall be confidential to the members of the Committee and those present. All business and publications of this committee will be confined to members only, except upon the unanimous approval of Committee members. The By-Laws and membership lists may be available to anyone.
- Sec. 5 - Administrative business will be voted upon with each member company present receiving one vote.

Article VII Sub-Committees

- Sec. 1 - The Chairman/Vice Chairman will appoint subcommittees as appropriate to address special concerns/issues of the WVCCCC.

Article VIII Working Procedures

- Sec. 1 - Any member installing or substantially altering (i.e. 50% amperage output increase or decrease) corrosion control devices shall notify the committee in advance of their operation and arrange for cooperative tests. Any member performing minor alterations (i.e. less than 50% amperage increase or decrease) is not required to notify the committee, but is encouraged to arrange cooperative testing with affected companies.
- Sec. 2 - All problems presented to the committee will be assigned a case number and maintained as a case as long as action on the problem warrants. Any member who finds a hazardous condition or damage apparently due to corrosion and which jeopardizes the interest or property of any member of the organization shall report such conditions at once to that member and also to the Secretary who shall transmit such information to all members concerned.

- Sec. 3 - Case numbers will be acted upon or assigned as follows:
- a. After the Committee is assured that testing can begin before the next regularly scheduled meeting date.
 - b. After the member representative has submitted to the Secretary the following information:
 1. Location of rectifier or other D.C. source.
 2. Output of rectifier or current drain to other D.C. source.
 3. Type and location of ground bed.
 4. Names of other companies that may be affected.
 5. Type and length of structure affected.
 - c. Cases in which no action is reported for two consecutive meetings will become inactive.
 - d. A case can be closed when interference to affected structure is mitigated to the satisfaction of the involved parties and the Secretary has received copies of the case to distribute to the effected parties.

Sec. 4 - Technical questions before the Committee shall be decided by applicable NACE Standards. Absent NACE Standards, by mutual agreement and not by vote.

- Sec. 5 - The following test procedures will be adhered to:
- a. If the tests will disrupt the electrical state or environment of another structure, the owner of that structure must be informed prior to testing.
 - b. Permanent ties to neighboring underground structures or penetration of any coating shall not be made unless written permission from the owning company has been granted.
 - c. Tests should be made to existing testing facilities wherever available, and probe bars will be used upon mutual agreement of parties concerned.
 - d. Temporary ties are meant to be in place only for testing purposes. This testing period should not exceed one month without approval of the companies involved.
 - e. Any company installing cathodic protection, which may affect other underground structures at crossings, should notify owners of those structures by phone, or by letter and through minutes of the Committee. If no response is received from the notified company within 60 days, it shall be assumed that the company has been properly notified, but has no interest in the case.

- Sec. 6 - It is the responsibility of every new member to immediately make their additions to the:
- a. Personnel Directory
 - b. Underground Structure Location Directory
 - c. Rectifier Directory

Article IX By-Laws

Sec. 1 - These By-Laws may be amended at any general meeting of the Committee by a two-thirds vote of those members present (one vote per member company, see Article VI, Sec. 5), provided the amendment and its content have been distributed for review to the Membership prior to the meeting in question.