

## **Open Meeting Public Comment Policy**

### **Rights of the Public to Address the Meeting**

Section 15.263 Sec. 3(5) of the Open Meetings Act provides that a person shall be permitted to address a meeting of a public body. The section further provides that public bodies may establish rules which regulate the conditions under which the public may address the meeting. According to Attorney General Opinion 5183 of 1977, the regulation must be reasonable, flexible, encourage greater public participation and must be adopted by the public body before it becomes effective.

### **Procedure for Public Comment in meetings:**

At each meeting any person wishing to comment on an item on the agenda or otherwise may address the Board during the Public Comment Period. (MCL 15.263) Persons wishing to comment shall wait for the Supervisor's acknowledgement prior to speaking. Any person wishing to comment shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Supervisor. Citizen groups will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes unless otherwise authorized by the Supervisor.

All comments shall be respectfully directed to the Board. No person addressing the Board shall be allowed to comment more than once during the Public Comment Period unless otherwise authorized by the Supervisor. Persons engaging in public comment should not expect debate or dialogue with the Board or Township staff during the meeting.

In the event that a large organized group (over 50 people) knows in advance that it will attend a public meeting, the group is required to give advance notice to the Board. The Board will make every effort to accommodate the number of people who are reasonably expected to attend.

### **Procedures for Public Hearings:**

After the public hearing has been opened any persons wishing to speak shall wait for the Supervisor's acknowledgment prior to speaking. All persons wishing to speak will be asked to state their name and address (sign in cards will be available). Persons wishing to speak may state comments and opinions and ask questions regarding the issue being discussed. All comments shall be respectfully directed to the Board.

Any person wishing to speak shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Supervisor. Citizen groups will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes unless otherwise authorized by the Supervisor. No person addressing the Board shall be allowed to comment more than once unless otherwise authorized by the Supervisor.

In the event that a large organized group (over 50 people) knows in advance that it will attend a public hearing, the group is required to give advance notice to the Board. The Board will make every effort to accommodate the number of people who are reasonably expected to attend.

### **Procedure for Public Forum Informational Meetings:**

The Supervisor or person(s) designated by the Supervisor will provide attendees with information regarding the purpose and topic of interest of the meeting along with rules of engagement. Rules of engagement include but are not limited to addressing the Board, time limit for speaking, debate or dialogue with the Board.