

ALLEGAN COUNTY ROAD COMMISSION  
ADMINISTRATIVE POLICY FOR PUBLIC PARTICIPATION

The Board of county Road Commissioners of Allegan invites and encourages audience participation at all meetings. All meetings of the Board shall be open to the public and all persons shall be permitted to attend any meeting; except a closed meeting may be held in accordance with section seven and eight, as required by the Open Meetings Act of 1976, Public Act 267, as amended.

To provide the public its right to address the Board during any regular or special meeting, any member of the public may address the Board for up to five (5) minutes per individual as scheduled on the agenda for public comment at the beginning of each meeting. Members of the general public requiring more time to address the Board may submit a request to the Clerk or Chair prior to the start of the meeting stating the topic they wish to discuss and the amount of time they need for their discussion. The Board will consider the request when they discuss the approval of the agenda and decide whether to include the request in the approval of the agenda. The request will be considered approved if added to the approved agenda and denied if it is not added to the agenda. Any person having a disability requiring a reasonable accommodation to fully participate in the public comment segment of the meeting is encouraged to contact the Managing Director at (269) 673-2184 at least 24 hours before the meeting to discuss accessibility needs. During the public comment segment of the meeting, all comments are to be directed to the Chair. Comments are to be specific and address only the subject of the public hearing, otherwise the speaker may be ruled out of order at the discretion of the Chair.

During an agenda item, members of the public may not address the Board unless recognized by the Chair. To accommodate public comment, the Chair may combine an agenda item in to the public comment portion of the meeting in order to facilitate input from the public. The Chair may call on members of the public for information which may assist the Board in its consideration of any agenda item. Time spent during questioning by members of the Board shall not be deducted from the five-minute time limit for comments permitted each speaker.

The Chair may call to order any person who is ruled out of order or who otherwise disrupts the orderly conduct of business at meetings, including speaking without being recognized, interrupting speakers, the Chair, Board members or staff, exceeding designated time limits, failure to be germane to the issue at hand, use of vulgarities, or otherwise being disruptive. A person may be prohibited from speaking again at the same meeting, may be asked to leave the premises, or may be removed from the meeting at the discretion of the Chair and/or may be subject to arrest.

Adopted by the Board of County Road Commissioners: November 8, 2017.