

<p style="text-align: center;">OTTAWA COUNTY ROAD COMMISSION</p> <p style="text-align: center;">ADMINISTRATIVE POLICY</p>	<p style="text-align: center;">NUMBER: 4</p> <p style="text-align: center;">EFFECTIVE DATE: 08/19/14</p> <p style="text-align: center;">REVISION NUMBER:</p>
<p>SUBJECT: PUBLIC PARTICIPATION AT BOARD MEETINGS</p>	

The Board of County Road Commissioners of Ottawa County 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 three (3) minutes per individual as scheduled on the agenda for public comment at the beginning or end of each meeting. At the discretion of the Chair, this time may be extended.

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 into 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 three-minute time limit for comments permitted each speaker.

To provide the public its right to address this Board during scheduled public hearings, any member of the public may address the Board for up to three (3) minutes per individual, when recognized by the Chair. 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.

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: August 19, 2014

This Policy supersedes and rescinds the previous Guidelines of the Board on the Conduct of Public Comment and Audience Participation Policy of January 13, 2011.