

Policy on Public Participation in Sugar Creek Township Meetings

The Township recognizes the value that public comment can provide on a variety of relevant Township issues. To allow for fair and orderly expression of comments at Township meetings, the Township Trustees will provide a period for public participation at its meetings and publish rules to govern such participation. The Board President shall administer the rules adopted by the board. Where his or her ruling is disputed, it may be overruled by a majority of those Trustees present and voting.

Rules for public participation are as follows:

- A. Public participation may be dispensed at any given meeting at the discretion of the Board President, as a result of time constraints or other practical considerations.
- B. The Township requires that public participants be residents of Sugar Creek Township or have some other legitimate interest in the actions of the Township.
- C. Any person or group wishing to participate in a public Township meeting must register their intent prior to the start of the meeting and include:
 - a. **Name and address of the participant**
 - b. **Group affiliation, if applicable**
 - c. **Reason you wish to speak and topic to be addressed**
- D. Participants must be recognized by the Board President and must preface their comments with an announcement of their name, address and affiliation, if appropriate.
- E. Each statement by a participant shall be limited to three (3) minutes duration. The Board President, in his or her discretion, may allow a participant additional time, but such additional time shall not exceed five (5) minutes.
- F. In order for the Township to fulfill its obligation to complete the planned agenda in an effective and efficient manner, a maximum of twenty (20) minutes of public participation will be permitted at each meeting. The Township Trustees may choose to extend public participation if the majority of the Trustees feel additional public comment is needed.
- G. All statements shall be directed toward the Board President; no person may question or address Trustee members individually.
- H. The person addressing the Board President shall not be interrupted by any other complaints. Other complaints will not be permitted to interject comments of the person speaking. The Township Trustees may ask questions for clarification or for any other relevant purpose.
- I. Persons addressing the Board President may discuss any topic related to Township operations.
- J. The Board President may:
 - a. Prohibit public comments that are frivolous, repetitive, and/or harassing
 - b. Interrupt, warn or terminate a participant's statement when a statement is too lengthy, personally directed, abusive, obscene, off-topic, antagonistic, or irrelevant.
 - c. Request any individual to leave the meeting when the person does not observe reasonable decorum.
 - d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting
 - e. Call for recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action