

Crystal Township Board Public Comment Policy

PUBLIC COMMENT

As required by PA 276 of 1976, The Open Meetings Act, there shall be a minimum of one (1) Public Comment period at any Open Meeting of Crystal Township government. During the initial public comment opportunity, each person shall be allowed to speak on an agenda item for up to three (3) minutes. Any member of the public wishing to address the public body will limit their comments to one(1) three (3) minute period during each period of Public Comment so that all members of the public wishing to address that body may have an opportunity to be heard. A member of the public not using the full three (3) minutes allotted, may not cede any unused time to another speaker. In the event that a group of more than three (3) persons supporting or opposing the same position desires to be heard, in the interest of time, a spokesperson may be designated to express the group's concern and the spokesperson may be allotted up to ten (10) minutes to speak.

MANNER OF ADDRESSING THE BOARD

Upon recognition by the meeting Chair, each person addressing the Board is asked to stand and give his/her name and address in an audible tone of voice for the record. All comments are to be addressed to the meeting Chair. No person other than members of the Board and the person recognized shall be permitted to enter into any discussion, either directly or through the members of the Board. Board members are not required to respond to question presented during public comment.

RULES FOR CONDUCT AT MEETINGS.

To promote open meetings without disruptions and the Board's performance of its functions without obstruction, impairment, or hindrance, in an atmosphere of fairness, courtesy and response for different points of view, all persons in attendance at a Township Board meeting shall observe rules of common courtesy :

- a. Not engage in or encourage others to engage in behavior which disrupts or impeded the orderly conduct of the meeting, with such prohibited conduct including making loud noises, clapping, shouting, booing, hissing, or interrupting Board members or other persons that are speaking.
- b. Not, by action or words, create, provoke, encourage, engage, or participate in any type of assaultive threatening, or abusive behavior, or disturbance that disrupts the meeting.

- c. Silence and refrain from using mobile phone and/or pages while the meeting is in session
- d. Not use threatening, obscene, insulting, or abusive language during the meeting.
- e. Personal attacks against a Board member or township employee unrelated to the Board member's or employee's performance of duties shall not be permitted. Board members or employees may request a closed hearing to hear complaints related to the performance of their official duties.

BREACHING THE PEACE

Any person who breaches the peace may be requested to leave. Breaching the peace includes repeatedly speaking without being recognized, threatening harm to any person or property, or otherwise disrupting the orderly proceeding of the meeting. If an individual who is breaching the peace refuses to leave, law enforcement will be called to remove the subject.

RECORDING OF TOWNSHIP MEETINGS

As provided in the Open Meetings Act, any person has the right to make video and/or audio recordings of the meeting and to broadcast the recording live or at a later time. Any such broadcast shall disclose that the recording is not a public record of the Township. Any recording devices shall not utilize the electric outlets of the Township. Any recording device and picture taking device shall be kept a minimum of 10 feet from any Board member and may not be placed behind them. Said devices shall not be placed so as to impede the vision of other members of the public. All cords related to those activities are to be kept in a secure manner so as not to cause a trip/fall hazard.