2.4 (f) Rules for Public Comment

Pursuant to the Michigan Open Meetings Act, MCL 15.263(5), the Hamburg Township Board of Trustees establishes the following rules governing public comment at meetings of the Board.

Purpose
The purpose of public comment is to provide members of the public with an opportunity to address the Board on matters within the Board's jurisdiction. Public comment is not intended to be a dialogue or question-and-answer session.

Recognition of Speakers
Individuals wishing to address the Board shall be recognized by the Chair.
Before beginning their comments, each speaker shall be asked to state their name and address for the record.
Speakers shall identify themselves and the municipality in which they reside and any organization they represent, if applicable.
No speaker shall be required to present identification as a condition of addressing the Board.

Time Limits
Each speaker shall be limited to three (3) minutes unless extended or limited by majority vote of the Board.
The Chair may request that repetitive comments be avoided when multiple individuals wish to address the same subject.

Decorum
Public comment shall be directed to the Board as a whole.
Speakers shall not engage in debate with Board members, Township staff, or members of the audience.
Comments shall not materially disrupt the orderly conduct of the meeting. The Board prohibits the use of any obscene, defamatory, or similarly disruptive language that substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the Township Board meeting or constitutes a threat to the person or property of anyone.
The Chair may issue a warning to any person whose conduct disrupts the meeting and if the conduct continues and results in a breach of the peace the Chair may direct that the individual be removed

Scope of Public Comment
Remarks should pertain to matters before the Board, to Township business or policy, or to issues of community concern or interest. While comment upon the action, inaction, or performance of the Board and Township commissions, boards, employees and consultants is allowed, speakers are to refrain from inappropriate, profane, vulgar or abusive language and personal attacks.
No speaker shall be denied the opportunity to address the Board because of the viewpoint, opinion, criticism, or position expressed.
These rules shall be administered in a viewpoint-neutral manner and for the purpose of conducting an orderly meeting.

Board Response
Board members should not respond to questions or comments during public comments, but may:

- request that Township staff investigate a matter
- place an item on a future agenda
- refer the matter to the appropriate department, or
- take any other action authorized by law

Written Comments

Must be provided to the Township Clerk for screening no later than 12:00 pm the day of the meeting and shall be distributed to the Board when practicable.

Nothing in this policy shall be interpreted to restrict speech protected by the United States Constitution, the Michigan Constitution, or the Michigan Open Meetings Act.