

**ISANTI COUNTY BOARD OF COMMISSIONERS
RULES AND PROCEDURES
FOR THE PUBLIC COMMENT SESSION OF REGULAR BOARD MEETINGS**

PURPOSE

The purpose of these rules is to set a standard of conduct and to guide the Board and the citizens we serve in the processing of the meeting's agenda.

RULES OF CONDUCT

1. A Public Comment session shall be held at regular Isanti County Board Meetings.
2. The Public Comment session shall be on the regular County Board Meeting Agenda and shall be placed after the Pledge of Allegiance and before the business part of the meeting.
3. The Public Comment session shall be limited in time to no more than 10 minutes.
4. Each speaker during the Public Comment session shall be limited to 2 minutes. Speaker handouts are public information. The County may make copies of such handouts for the public, if needed.
5. Each speaker shall only speak once during the Public Comment session.
6. Each speaker must be recognized by the Chair before speaking.
7. Public comment during the Public Comment session shall be comment only. The public and commissioners can not engage in a debate. Questions from commissioners shall be limited to points of clarification. The Board Chair may limit the discussion if necessary to maintain order and adherence to these rules.
8. The Board Chair reserves the right to limit an individual's presentation if redundant, repetitive, overly argumentative, or is not relevant to an issue that is part of Isanti County's responsibilities. Personal attacks, threats of violence, or use of the Board meeting as a forum for politics or campaign-type presentations shall not be allowed.
9. Sufficient warnings may be given by the Chair at any time during the remarks and, in the event that any individual shall violate the rules of decorum set forth, the Chair may then cut off comment. Any person who violates the rules of decorum may be removed from the meeting at the direction of the Chair.
10. A personnel complaint against an individual County employee may not be heard initially at a Board meeting. Personnel complaints may be submitted to the Board in writing through the County Administrator's office. Complaints regarding the County Administrator may not be heard initially at the Board meeting, but must be submitted in writing to the County Board Chair.

11. There shall be a copy of these Public Comment Session Rules and Procedures provided with every regular County Board meeting agenda.
12. All comments are to be directed to the Board of Commissioners and not to members of the audience.
13. Speakers shall register their names and addresses on the sign-in sheet.
14. The County Board will not act on issues initially raised by a member of the public.
Generally, the matter will be referred to county staff to research and possibly resolve.
15. The Board Chair has the responsibility to ensure these rules are followed, but also has the discretion to vary from them.