**RESOLUTION NO.**

**RESOLUTION OF THE MADISON COUNTY COUNCIL ESTABLISHING POLICIES AND PROCEDURES TO PROTECT DECORUM AND FOSTER THE EFFECTIVE ADMINISTRATION OF PUBLIC MEETINGS**

***WHEREAS,*** the Madison County Council (the “County Council”) serves as the fiscal body of Madison County, Indiana (the “County”); and

***WHEREAS,*** the County Council conducts County business during its regularly scheduled and, if necessary, special meetings, all of which are open to the public; and

**WHEREAS,** the County Council follows the general rules of parliamentary procedure, using Robert's Rules of Order as guidance, regarding the conduct and administration of its public meetings; and

***WHEREAS,*** the County Council believes it is in the best interest of the County, as well as those individuals who choose to attend public meetings of the County Council, to adopt standard policies and procedures for the administration of public meetings to supplement or, as the case may be, in lieu of the parliamentary procedures set forth in Robert’s Rules of Order per I.C. 36-2-4-10; and

***WHEREAS,*** the policies and procedures adopted herein are intended to provide the general public with a clear and concise set of standards for public meetings held by the County Council and, when applicable, rules regulating the conduct and decorum of members of the general public who wish to attend said public meetings; and

***WHEREAS,*** in order to protect general meeting decorum and foster more effective administration of public meetings, the County Council now desire to adopt standard policies and procedures applicable to public meetings held by the County Council according to the general parameters stated herein.

**NOW THEREFORE BE IT RESOLVED BY THE COUNTY COUNCIL OF MADISON COUNTY, INDIANA:**

1. The Madison County Council hereby adopts the following rules which shall apply to all individuals attending public meetings of the Madison County Council and its committees:
2. As a general statement of law, it should be noted that members of the general public in attendance at a public meeting of the County Council have no rights with reference to a public meeting, except at public hearings or as otherwise provided by law.
3. Although members of the general public have no right under Indiana law to speak during a public meeting, the County Council values input from the public, whether during meetings, in writing, or otherwise, and the County Council, at its sole discretion, may provide for a public comment period, during which time individuals may be given an opportunity to address the County Council at a meeting.
4. During any public hearing or public comment period, individuals wishing to speak will be required to sign a speaker registration sheet and provide the speaker's name, address, and issue or topic they wish to address. Individuals will be called to speak in the order of which they have signed the speaker registration sheet.
5. Individuals who wish to speak and have signed the speaker registration sheet may waive their opportunity to speak once called upon; however, an individual who waives their opportunity to speak will not be permitted to speak at a later time.
6. Once called upon, all speakers shall first state their name, their county of residence, and the issue upon which they wish to speak. Speakers may only speak from a podium and must speak loudly and clearly into the microphone provided so that all may hear and proper recording can be made.
7. Any speaker wishing to provide documents to the County Council at the meeting shall provide one copy for each of the seven (7) County Council members, the Auditor, and the County Attorney if present; however, speakers are encouraged to bring additional copies of any documents they intend to distribute during the meeting.
8. Each speaker may only speak once and will be given a maximum of three (3) minutes to speak unless a shorter or longer period of time is set forth by the County Council at the start of the public comment period. Time may not be reserved or yielded to other speakers and once an individual is finished speaking, that individual's remaining time, if any, is waived.
9. Each speaker will be notified when their allotted time to speak is exhausted and any speaker that does not immediately conclude their remarks at the expiration of their allotted time will be deemed out of order and the speaker will be asked to stop.
10. Comments by members of the public shall be directed to the Council and not to the individual or agency requesting the appropriation or to any other person. Neither the Council, county employee, nor any other individual shall be required to answer questions or engage in debate during public comment. Violation of this requirement may result in the speaker’s loss of the right to comment.
11. Comments must be directed toward the subject of the public hearing or public comment period. Any comments not germane will not be allowed. Violation of this requirement may result in the speaker’s loss of the right to comment.
12. Comments which are duplicative or repetitive may be deemed out of order and the speaker will be asked to stop.
13. Any speaker who is discourteous, argumentative, accusatory, or insulting will be deemed out of order and asked to immediately stop.
14. All members of the general public attending a public meeting will be expected to adhere to these rules and, any person failing to do so will be deemed out of order.
15. Once a speaker is deemed out of order for any reason, that speaker's remaining time, if any, will be forfeited and the speaker will not be granted an opportunity to make any further comment or presentation.
16. The County Council is authorized, and have sole discretion, to request any person deemed out of order to leave the meeting and, once requested to leave, a person must immediately leave the meeting room.
17. In extreme cases, if a person refuses to leave the meeting after being asked to do so and that person continues to disrupt the proceedings in a way that is obviously hostile to the purpose of the meeting, the County Council may order that the person be removed by courthouse security and/or members of the Madison County law enforcement.
18. During its public meetings, the County Council will take all measures necessary under the circumstances to maintain order. In exercising this discretion, the County Council will be guided by a judicious appraisal of the circumstances, including the conduct and decorum of members of the general public in attendance.
19. Upon the adoption of this Resolution, a copy of the rules stated herein shall be posted outside the County Council's meeting room located on the main floor of the Government Center, or such other venue selected, and made available to the general public through the internet website for Madison County, Indiana ([www.madisoncounty.in.gov](http://www.madisoncounty.in.gov))
20. This Resolution shall be effective upon adoption.

**THIS RESOLUTION** adopted by the County Council this \_\_\_ day of May, 2023.

**COUNTY COUNCIL OF MADISON COUNTY, INDIANA**

Rob Steele, President

Ben Gale

Diana Likens

Bethany Keller

Anthony Emery

Jodi Norrick

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Mikeal Vaughn

Attest:

**Rick Gardner,** Auditor

Madison County Indiana