

ELA TOWNSHIP
Lake County, Illinois

RESOLUTION NUMBER: 2023-01

**A RESOLUTION ADOPTING A
PUBLIC COMMENT POLICY
FOR ELA TOWNSHIP**

GLORIA M. PALMBLAD, Supervisor
LUCY A. PROUTY, Township Clerk

TRUSTEES:
LAWRENCE BOWMAN
JOEL SIKES
TOSI UFODIKE
LAURIE WILHOIT

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Town Board of Ela Township on May 11, 2023

ELA TOWNSHIP
PUBLIC COMMENT POLICY

RESOLUTION 2023-01

In accordance with the Illinois Open Meetings Act, the Ela Township Board of Trustees (“Board”) provides an opportunity for public comment at Board meetings. The Board has a responsibility to conduct the business of the Township in an orderly and efficient manner and to establish reasonable procedures for public comment at its meetings. The Supervisor, as Chair of the meeting (or the Chair Pro-Tem in the Supervisor's absence) is responsible for ensuring the orderly conduct of the meeting and will rule on the appropriateness of any public comment issues that may arise.

The following procedures for public comment are intended to maintain the orderly conduct of meetings and ensure fairness to those who wish to address the Board:

1. Anyone interested in speaking publicly at a Board meeting is welcome. Individuals are asked to sign in just prior to the start of the meeting.
2. During the public comment portion of the meeting, it is intended to provide an opportunity for individuals to comment on Township issues. Speakers will be limited to three minutes per person, unless extended by the Board in its discretion. A person may address the Board only once per meeting.
3. Only one person may speak at a time during any public comment period.
4. No person may assign their time to any other person.
5. No person may address the Board or engage in public comment except during the defined public comment period and when recognized by the Chair.
6. During any public comment period, Board members may ask questions of the speaker while he or she is at the microphone, if recognized by the Chair. However, the Board need not answer questions from a speaker during any public comment period. If a person has a question for the Board, the individual may be asked to submit the question in writing.
7. Any person who engages in threatening, slanderous, or disorderly behavior when addressing the Township Board, or who speaks out of turn or otherwise disrupts the Township Board meeting, shall be deemed out-of-order by the Chair. Repeated or extraordinary occurrences of disorderly conduct shall be grounds for the Chair to cause the violator to be removed from the meeting room. The Chair will rule on whether remarks made are in violation of this policy.
8. The Board has the authority to determine procedural matters regarding public participation not otherwise defined in this policy.
9. Members of the public may also contact the Board in writing, either by email to clerkprouty@elatownship.org or by mailing or dropping off written comments to the Township Clerk at the Township Hall.

PASSED THIS 11th day of May, 2023

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Supervisor Palmblad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Bowman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Sikes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trustee Ufodike	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trustee Wilhoit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPROVED THIS 11th day of May, 2023

Gloria M. Palmblad

Gloria M. Palmblad, Township Supervisor

ATTEST:

Lucy A. Prouty

Lucy A. Prouty, Township Clerk