

MARQUETTE TOWNSHIP BOARD MEETING PARTICIPATION GUIDELINES

WELCOME to this meeting of the Marquette Township Board of Marquette, Michigan. The Township Board generally meets in regular session on the first and third Tuesdays of each month at 7:00 p.m. at the Township Community Center. The meetings are televised on a tape-delay basis on Charter Communications Channel 8 on Thursday at 7:00 p.m.

This is a formal meeting of the Township Board during which the Board takes official action on various items of business. These items are listed on the agenda. Each agenda item has been studied by the Township staff and reviewed by the Township Board prior to each meeting. Copies of the agenda material are available for review and/or may be purchased.

Listed below are the participation guidelines adopted by the Township Board for you to observe when you would like to make comment:

1. Any participant may address the Board on any item on the agenda during “public comment” (or when the item is taken up on the agenda) if they have requested to speak on that item during “public comment”.
2. Speakers should approach the microphone one at a time as called by the Township Supervisor before speaking.
3. Speakers should state their name and address and then make their statement.
4. In order to allow an opportunity for all participants to address the Board who wish to, speakers should limit their comments to the subject being discussed.
5. There is a three (3) minute time limit and a thirty (30) minute time limit for the first “public comment” on one particular issue. The second “public comment” may be unlimited.
6. Questions that are brought up during Board meetings may either be answered when the agenda item is discussed or the Board may direct the Township Manager to provide a written answer within ten (10) days of the meeting.
7. At the beginning of the discussion on any item, the Township Supervisor may request the following order of comments be observed:
 - a. Questions about the action being taken.
 - b. Statements in opposition to an action.
 - c. Statements in favor of the action.
8. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda may be addressed to the Township Board under “public comment” on the agenda. The Board is not required to take formal action on items not on the agenda except in emergency situations. If you have an item you would like considered for formal action by the Board, please contact the Township Manager by the Wednesday preceding a Township Board meeting.
9. Written participation is accepted by writing to the Township Clerk or Township Manager the Wednesday preceding the meeting.