

**BROADWATER COUNTY COMMISSIONERS**

DEBI RANDOLPH | DARREL FOLKVORD

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**197980 Fee: \$ 0.00**

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Angie Paulsen, Clk & Rcdr 

RESOLUTION 2024 - **6**

**Broadwater County Commission Meeting Agenda and Open Meetings Policy**

It is the policy of Broadwater County Commission (Commission) that meetings of official boards shall be open to the public. Broadwater County recognizes the opportunity for the public to observe and participate in the actions and deliberations of public agencies in a safe and civil environment is important to a free society. To ensure county business is conducted in an efficient, equitable, and civil manner, Broadwater County meetings will adhere to Robert's Rules of Order, as long as it complies with Montana State Laws and provides for working exceptions for a board of three.

Broadwater County also recognizes the constitutionally guaranteed right to privacy as fundamental to the well-being of both the individual and society. Therefore, all meetings of official Broadwater County business shall be open to the public, except when the discussions or deliberations relate to a matter of individual privacy or litigation strategy.

**Established meetings:** In accordance with the annual Resolution setting Commission meeting days and times, Commission meetings will be held on Wednesdays and the following Mondays as needed. Additional days/evenings may be added. Meetings will begin at 10:00 am unless otherwise noticed. Meetings will be held in the Flynn Building meeting room located at 416 Broadway, Townsend MT unless otherwise noticed.

**Public Notice:** Agendas will be published according to Section 2-3-103, MCA. The deadline for scheduling time on the agenda is 3:00 p.m., the Tuesday prior to the meeting.

**Agenda:** Items of public interest will be noticed on the Agenda. In order for a matter to be brought forward, the Presiding Officer shall be notified no later than Tuesday at 3:00 p.m., the week preceding the Commission Meeting, or the request may be delayed to a subsequent week. The request to be on the agenda shall include the topic and details of the issue to be considered. If the topic is a new item or presentation, a copy of the presentation must be submitted to the Commission with the agenda

request. The Presiding Officer shall make the final decision unless a majority vote of the Commission opposes the said decision. The Agenda shall be reviewed by Commissioners prior to publication.

**Public Comment:** Civil Public Comment is welcome and encouraged, citizens who wish to speak must present factual information, speak on matters relevant to County Business, and may have time limits set by the Presiding Officer.

Individuals making comments are asked to please state and spell their names for the record. Individuals making comments are asked to direct their comments to the Presiding Officer, never to another citizen, guest, employee, or visiting expert.

**Public Hearing:** Public Hearings will be advertised per Section 7-1-2121, MCA in the newspaper of record and the Broadwater County Website. All civil and relevant comments will be considered regardless of the mode of delivery (in person, via phone, email, text, or mail). All statements presented must be authored, signed, and contain an address. All comments and prepared statements shall become a part of the permanent record.

- 1) **Meeting:** Official regular meeting agendas will be published on the official county website, on Thursdays preceding the Commission Meetings. Revised official regular meeting agendas may be posted on the official county website Monday preceding the Commission Meetings. A Commission Meeting may also be noticed by posting according to Title 2, Chapter 3, MCA, in 3 public places: the Courthouse at 515 Broadway, the Flynn Building window displays at 416 Broadway, Townsend, MT, and the US Post Office at 501 Front Street Townsend, MT.
- 2) All meetings of the Commission are open to the public unless closed as provided by statute and the Constitution of the State of Montana for legal strategy or to protect the Right to Privacy of employees or members of the public. Notice will not be given of consent agenda items, routine managerial matters, or ministerial actions.

The Presiding Officer may recognize a member of the viewing public as an informational or expert witness at their discretion. If a member of the public wishes to comment on an agenda item, they must address the Presiding Officer, state and spell their name, give relevant comment, and remain civil and the Presiding Officer may impose a time limit for public comment. All such comments will be directed to the Presiding Officer, never to another citizen, guest, employee, or visiting expert.

**Written or Emailed Correspondence:** Requests to read written or emailed correspondence into the public record must be accompanied by the author's name and address for verification of the record. Unanimous submissions will not be accepted. Written and emailed correspondence must follow the civil guidelines established above.

Dated this 3<sup>rd</sup> day of JANUARY, 2024

**BROADWATER COUNTY COMMISSIONERS**



**DARREL FOLKVORD, CHAIR**

ATTEST:



**DEBI RANDOPH, MEMBER**



**ANGIE PAULSEN, CLERK AND RECORDER**



**LINDSEY RICHTMYER, MEMBER**