

OTTER TAIL COUNTY - MINNESOTA

OPEN FORUM POLICY

- The open forum is an opportunity to address the Otter Tail County Board of Commissioners regarding a county business item.
- Anyone wishing to address the Board on issues may submit a request through the Otter Tail County website or by calling the board secretary at 218-998-8060. Submissions must be made by noon on the Monday prior to the Board's Regular Meeting. The request must include the participant's name, address and a brief detailed statement of the comment or issue to be addressed.
- The open forum will be held 15 minutes prior to the board's regular meeting. Requests to participate in the Open Forum will be on a first come, first served basis. The Chair may limit the number of individual presentations on any issue to accommodate time set aside for the open forum session.
- When addressing the board, the speaker must stand at the podium and direct comments to the Board, beginning by stating their name.
- Speakers will have a maximum of three minutes to address the Board.
- Open forum comments may be limited if they become redundant, repetitive, irrelevant, argumentative, disrespectful, disparaging, harassing, abusive, discriminatory, or do not relate to official county business. Participants shall conduct themselves in a professional, courteous manner and refrain from the use of profanity.
- Campaign-type presentations are not allowed.
- County Board members will not engage in dialogue with speakers and may refer the issue to staff if necessary.
- Materials or handouts submitted are public information.