

RESOLUTION NO. 2025-7

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF VIGO COUNTY,
INDIANA ESTABLISHING POLICIES AND PROCEDURES TO PROTECT
DECORUM AND FOSTER THE EFFECTIVE ADMINISTRATION OF
COMMISSIONER MEETINGS**

WHEREAS, the Vigo County Board of Commissioners ("Board") is the executive body of Vigo County, Indiana under Ind. Code § 36-2-2-2; and

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

WHEREAS, Indiana Code § 5-14-1.5-3.3 permits the Board to adopt reasonable rules or policies governing the conduct for all attendees of their public meetings; and

WHEREAS, the Board believes it is in the best interest of the County, as well as those individuals who choose to attend public meetings of the Board, 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 procedure set forth in Robert's Rules of Order; 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 Commissioners 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 Board now desires to adopt standard policies and procedures applicable to public meetings held by the Board according to the general parameters stated herein.

**THEREFORE, THE BOARD OF COMMISSIONERS OF VIGO COUNTY,
INDIANA RESOLVES:**

Pursuant to Indiana Code § 5-14-1.5-3.3, the Board of Commissioners of Vigo County, Indiana adopts the following rules governing the conduct of all members of the public who are physically present at a public meeting for the Board:

- A. The Board will take public comments, only for agenda items, before or during the Board's discussion or consideration of the agenda item and prior to taking final action on the agenda item. Additional public comment will be held at the end of the agenda. Members of the public ("attendee") ***must appear in person*** in order to speak during the agenda topic discussion and or during the allotted public comment section on the agenda.
- B. No attendee may engage in conduct that disrupts the Board meeting. The following are examples of potentially disruptive conduct:

1. Disorderly, contemptuous, slanderous, profane, abusive remarks or utterances toward any member of the Board, County staff, or member of the public, resulting in disruption of the Board meeting.
 2. A breach of the peace; disruptive, boisterous, loud or threatening conduct; or violent disturbance, resulting in disruption of the Board meeting.
 3. Disobedience of any lawful order of the Presiding Board member, which includes an order to be seated; to remove items that obstruct the view of other audience members, impede ingress or egress, or obstruct the aisles or passageways; or to refrain from addressing the Board, resulting in disruption of the Board meeting.
 4. Any other conduct which results in disruption of the Board meeting.
- C. Public comment must be limited to three (3) minutes of speaking time. If an attendee uses their permitted time, they may only continue with the permission of the Presiding Board member. If no permission is granted, the attendee may be asked to stop speaking by the presiding Board member.
- D. The presiding Board member will take reasonable steps to maintain order with respect to attendees and the Board.
1. The Presiding Board member will identify the disruptive activity and issue a verbal warning to the attendee to cease and desist from the disruptive activity.
 2. If, after receiving a second warning from the Presiding Board member, an attendee persists and continues to disrupt the meeting, the Presiding Board member may order that person to leave the meeting location.
 3. If attendee does not remove himself or herself, the Presiding Board member, or upon a majority vote of the Board, may order the Sheriff or Sheriff's designee, to remove the attendee from the meeting location for the duration of the meeting.

E. Nothing in this section may be construed to prohibit a law enforcement officer from immediately removing an attendee from a meeting if:

1. removal of the attendee is necessary to maintain order or ensure the safety of another person;
2. the attendee commits a criminal offense; or
3. the attendee violates the rules or policies governing the conduct of the meeting as adopted by the governing body.

F. Persons wishing to supplement public comment with written materials may do so by submitting the materials in advance in person or via email to the Commissioner's office or during the public comment period if permitted by the presiding Board member.

INTRODUCED and APPROVED by the Board of Commissioners of Vigo County, Indiana, on this 16th day of September, 2025.

BOARD OF COMMISSIONERS OF VIGO COUNTY, INDIANA


MARK CLINKENBEARD, President


CHRIS SWITZER


MIKE MORRIS

ATTEST: 
Larry T. Hutchings II, County Auditor