Town of Black Mountain
160 Midland Avenue
Black Mountain, NC 28711

RESOLUTION #R-__-__
RESOLUTION OF THE BOARD OF ALDERMEN

RULES OF PROCEDURE FOR COMMENTS DURING PUBLIC HEARINGS AND PUBLIC COMMENT PERIODS

WHEREAS, the Town of Black Mountain strives to ensure civility within the governing body and during the conduct of any meeting to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the Town of Black Mountain.

WHEREAS, North Carolina General Statute §160A-12 provides that all powers, functions, rights, privileges, and immunities of the Town of Black Mountain, a municipal corporation, is exercised by the city council and that any power, function, right, privilege, or immunity that is conferred or imposed by charter or general law without directions or restrictions as to how it is to be exercised or performed may be conditioned or limited in its execution by ordinance or resolution of a board of aldermen or city council;

WHEREAS, North Carolina General Statute §160A-71(c) provides authority for the Town Council to adopt rules of procedure regarding the conduct of its regular or special meetings;

WHEREAS, North Carolina General Statutes §160A-81 and §160A-81.1 authorizes the Town Council to establish rules of procedure for public comments during any public hearing or as otherwise afforded during regular meetings of the Town Council;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The following rules of procedure for the conduct of meetings, including public hearings, shall apply:

Citizen (Public) Comment

A citizen (public) comment period is set aside in each regular meeting for citizens to address the Town Council on any matter not previously considered during the meeting. Any citizen or group wishing to speak may do so at the designated time. If a person desires to speak, a sign-in sheet located on the table at the entrance to the council room is provided. A citizen comment period may be limited to total time in the discretion of the Town Council. Speakers will be called on in the order in which they

signed up. No signup is required for scheduled public hearings but is asked for as a courtesy for the accuracy of meeting minutes. Subject to the maximum time that may be allocated for public comments at the discretion of the Town Council, a citizen comment period is limited to three (3) minutes by any one person or group. Comments during a public hearing period are limited to ten (10) minutes by any one person or group. The Mayor or the Town Council reserves the right to alter time limits and other rules of procedure at the beginning of each public hearing.

Citizen Comment Supplemental Materials

A citizen who wishes to speak at public comment and provide the Town Council with printed materials must provide at minimum 9 copies for the Town Council members, the Town Clerk, Town Manager and Town Attorney. Note: any printed materials provided will become a public record, per NCGS § 132-1.

Citizen Comment Conduct

Persons addressing the Town Council are to refrain from making disclosures prohibited by the Personnel Privacy Act with respect to any Town employee. Information regarding Town employees is governed by NCGS § 160A-168. The Town Council considers personnel matters in closed session which is governed by NCGS § 143.318.11 (a)(6).

In providing comments, each person must refrain from exhibiting rude behavior, name-calling, harassment or making derogatory statements. Unreasonable disruptions in the meeting caused by applause, cheering, heckling or any other verbal displays outside the normal public comment period are prohibited.

The Town Council will not respond during the meeting to individuals who address the Council, except to request clarification of points made by the speaker. The Mayor may rule out of order any comments if such comments are unruly or repetitive of information previously received by the Council on the same subject at that meeting, or at previous meetings or otherwise violate these rules of procedure. The Mayor may also rule out of order any comments that are rude, inappropriate, or intended to harass any person or group of people and is authorized to take reasonable and appropriate measures to ensure compliance with these rules. The Town Council may also act as prescribed in the Town's adopted code of ethics.

ADOPTED this ___ day of December 2025.

ATTEST:

_____	_____
Mayor Mike Sobol	Wesley Barker, Town of Black Mountain Clerk