

## Addressing Mt. Sterling Water & Sewer Commission Board

Mt. Sterling Water and Sewer (MSWS) Commission meetings are held at MSWS Office on the Monday preceding the third Tuesday of every month at 7:00 pm. These meetings are open to the public. If you wish to address the commission and be placed on the agenda please contact MSWS at 859-498-0166. The agenda is set for all meetings at 4:00 pm on the Thursday prior to the meeting.

The manager and members of the commission welcome and encourage customers to bring any issues and/or concerns before the commission whenever there is a need.

The basic time allotted to each speaker is five minutes, though this time may be shortened if there are a large number of speakers. No speaker will have less than three minutes to address the commission. If you are part of a large group, we ask that you select a representative if able. However, anyone wishing to address the commission will be heard.

Here is some basic information about addressing the commission.

1. All individuals are requested to state their name and address before addressing the commission. For security reasons you may choose to not state your home address and state “ I am a customer of MSWS”, or “ I am a business owner on MSWS System”, or “I am not a customer or a business owner on MSWS System but wish to address the commission about a concern.
2. Public comment will begin at the beginning of each meeting prior to the set agenda. Speakers will be prompted to begin when asked by the chairperson.
3. Remarks may be directed at the commission, but the commissioners are not required to respond or debate issues during public comment. In most cases, the commission will need to further research your issue or concern before being able to provide feedback.
4. You may present items or handouts to the commission for review or consideration. Those items provided to the MSWS Office Manager by 4:00 pm on the Thursday prior to the meeting will be provided to the commissioners in their packets which are delivered to each commissioner prior to the meeting.
5. Speakers are asked to refrain from making personal attacks on the manager, members of the commission, MSWS employees, or other customers. Vulgar or foul language will not be tolerated.
6. Speakers are encouraged to provide contact information to the commissioners in the need further questions or clarification arises.