

RESOLUTION NO. 3 OF 2015

SHENANGO TOWNSHIP
LAWRENCE COUNTY, PENNSYLVANIA

A RESOLUTION TO ENACT A PUBLIC COMMENT
POLICY FOR PUBLIC TOWNSHIP MEETINGS.

WHEREAS, the Township Board of Supervisors (Supervisors) have deemed it necessary to enact a public comment policy to maintain order of public meetings by structuring the public comment process in such a way as to allow the Supervisors to efficiently and effectively perform its primary function of making collective decisions on the issues before it in accordance with the Pennsylvania Sunshine Act, 65 Pa.C.S.A. § 701, *et. seq.*; and

WHEREAS, such a policy will ensure that each resident's equal opportunity to comment on matters of concern before the Supervisors is not infringed upon or limited by another citizen's undue disruptions or behavior at a public meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the Township of Shenango, Lawrence County, Pennsylvania, as follows:

- A. The Chairman of the Board of Supervisors shall preside over the public comment period. However, the Chairman may in his or her discretion designate another member of the Board of Supervisors to preside over the public comment period.
- B. So as to permit the Supervisors to complete their regular business in a timely fashion, an open public comment period not to exceed thirty (30) minutes shall be provided at the beginning of each advertised, regular or special Supervisors meeting. In the event that the open public comment period exceeds thirty (30) minutes, any member of the Board of Supervisors may bring to the attention of the Chairman that the time period has been exceeded and the time period may thereafter be extended only upon majority vote of the Supervisors present.
- C. Public comment shall be primarily for resident citizens of Shenango Township, Lawrence County, Pennsylvania. Non-residents shall be permitted to speak only if no resident citizens are present or if there is additional time remaining during the public comment period. All persons addressing the Supervisors shall identify themselves and give their current resident address.

- D. So as to permit maximum public comment and input, comments and questions shall be limited to two (2) per individual speaker. The individual speaker may make two (2) comments, ask two (2) questions, or make one (1) comment and ask one (1) question. The time limit for each person's comment(s) or question(s) shall be no more than three (3) minutes per person. Citizens shall not make comments or ask questions that are redundant and repetitive of comments or questions that have already been made or asked at the meeting.
- E. It shall not be the normal practice of the Supervisors or employees of the Township to give responses or answers to issues or questions raised during the open public comment period. Any questions or issues raised will be referred to the appropriate individual or department for review and response. This provision shall not preclude the Supervisors from responding to questions requiring brief answers or information.
- F. In the event that persons shall wish to address the Supervisors regarding additional time beyond the thirty (30) minute open public comment period, the Supervisors may either defer public comment until the end of the regular agenda for an additional public comment period not to exceed thirty (30) minutes or may schedule a special or subsequent meeting for the purpose of obtaining additional public comment.
- G. Citizens shall not interrupt other citizens, or the deliberations or the discussion of the Board.
- H. Citizens shall not comment in a manner that is disruptive, inflammatory, disregards the rules of decorum, or for the purpose of preventing the conduct of the business of the meeting. The Chairman shall issue one (1) warning to a citizen whose comments violate this policy by stating that the citizen is out of order, warning of the violation and giving a basis therefor. Further failure to conform to this policy shall be grounds for the Board to consider removing the citizen from the meeting.

ENACTED AND RESOLVED, this 15th day of January, 2015.

ATTEST:

SHENANGO TOWNSHIP SUPERVISORS

Denise M. Alburtine
Secretary

Russell J. Riley
Russell Riley, Chairman

William A. Albertini
William A. Albertini, Supervisor

Albert D. Burick, III
Albert D. Burick, III, Supervisor