

JEFFERSON TOWNSHIP, LACKAWANNA COUNTY, PENNSYLVANIA  
RESOLUTION 2019-14

RESOLUTION TO ESTABLISH RULES OF CONDUCT AND PROCEDURAL GUIDELINES FOR PUBLIC PARTICIPATION DURING  
TOWNSHIP MEETINGS

WHEREAS, Section 10, Rules and Regulations for the Conduct of Meetings, of the Pennsylvania Sunshine Act, of July 3, 1986, P.L. 388, 65 P.S. §§ 271-86 (amendments inclusive) provides for Townships to adopt, by official action, the rules and regulations necessary for the conduct of its meetings and the maintenance of order; and,

WHEREAS, Section 710.1 of the Pennsylvania Sunshine Act provides for public comment during the public comment portion of all regular and special meetings; and,

WHEREAS, the Supervisors of Jefferson Township, Lackawanna County, deem it to be in the best interest of maintaining the rules of order to adopt a policy with regard to public comment at its regular and special Board of Supervisors meetings;

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Township Board of Supervisors, Lackawanna County, hereby adopts procedural guidelines for the conduct of its meetings and the maintenance of order by providing for the following procedure:

1. Members of the public may address the Board of Supervisors during two designated points at any regular or special meeting. The first opportunity is limited strictly to items that appear on the agenda and takes place before any official action is taken by the Board. The second opportunity occurs once the items on the agenda have been concluded and is meant for any other matters of concern. The following rules and procedures shall apply to both public comment segments:
2. Members of the public wishing to address the Board of Supervisors must speak from the podium, be recognized by the Chairperson of the Board before speaking and begin by stating their full name and address for the record. In addition, a sign-in sheet will be kept on the podium and each speaker shall record their name and address on the sheet.
3. Each individual, so recognized by the Chairperson, shall have not more than four (4) minutes to address the Board, via the Chairperson, and repetitive comments should be avoided. There shall be no interruptions when a member of the public has been granted the floor by the Chairperson and abusive or threatening speech and personal attacks shall be prohibited. Anyone who violates this rule shall be escorted from the meeting by a member of law enforcement at the Chairpersons' request and will not be able to return during that specific meeting.
4. A copy of these rules for public participation at meetings shall be posted in the meeting room and read/summarized by the Chairperson at the beginning of each meeting.


Adopted by the Jefferson Township Board of Supervisors this 30th day of December, 2019.

ATTEST:

  
Coleen Watt, Secretary

SUPERVISORS:

  
Jason B. Hollister 12/30/19 <sup>30</sup>

  
Matthew D. Pendrak 12/30/2019

  
John H. Patterson, Jr. 12-30-19