

WEST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 11-2019

**WEST GOSHEN TOWNSHIP
PUBLIC COMMENT RULES AND PROCEDURES**

The following Rules and Procedures have been established by Resolution to allow residents and taxpayers of the Township an opportunity to make public comment at public meetings of the Board.

1. Comments by residents, business owners and taxpayers on items on the agenda.
 - a. Residents and taxpayers of the Township may make comments to the Board after a motion has been made and seconded on an item where official action (as defined in 65 Pa.C.S.A. §703) will be taken, but before a vote on that motion by the Board.
 - b. Comments by any one individual shall be limited to two (2) minutes, unless, at the discretion of the Chairperson, the speaker is granted more time. (By way of example- Chairperson: "The speaker shall be allotted two (2) more minutes to conclude their comments.")
 - c. The Board of Supervisors reserves the right not to engage in a dialogue with a commenter, including the right not to engage in a question and answer session on matters on which a motion has been made. Comments are encouraged to be declaratory in nature and not interrogatory.

2. Comments by residents, business owners and taxpayers on items which are not on the agenda.
 - a. Residents and taxpayers of the Township may make comments on items that are not on the agenda at the conclusion of the Board's meetings during the "Public Comment" portion of the agenda. The agenda will be available on the Township's website at least 48 hours prior to each regular and special meeting of the Board of Supervisors. The Township Manager or his or her designee shall have the authority to post agenda documents on the Township's website at his or her discretion.
 - b. In order to allow members of the Board as well as Township staff adequate time to prepare to respond to comments by the public on items that are not on the agenda, individuals who wish to

comment are encouraged to submit a brief summary of the topic on which they will speak, in writing, to the Township Manager at least 24 hours in advance of the date of the meeting.

- c. Individuals who wish to provide public comment shall be required to sign-in before the meeting and their comments will be heard in the order that their names appear on the sign-in sheet.
 - d. Comments by any one individual shall be limited to two (2) minutes, unless, at the discretion of the Chairperson, the speaker is granted more time. (By way of example- Chairperson: "The speaker shall be allotted two (2) more minutes to conclude their comments.")
 - e. The Board of Supervisors reserves the right not to engage in a dialogue with a commenter, including the right not to engage in a question and answer session on matters not on the agenda. Comments are encouraged to be declaratory in nature and not interrogatory.
3. No individual shall make offensive, insulting, threatening, insolent, slanderous or obscene remarks or act in a boisterous manner or make threats against any person or against public order and security.
 4. If an individual shall refuse to yield the floor when their allotted time has expired or refuse to adhere to the protocols of decorum and order by yelling or commenting when they have not been recognized by the Board Chairperson to speak, he or she shall be asked to leave the meeting by the Board Chairperson and, if necessary, be removed by the Sergeant at Arms, who shall be a Township Police Officer present at each meeting.
 5. Non-residents and individuals who do not own property or operate a business within the Township shall not be permitted to offer public comment during public meetings. However, such individuals may be permitted to provide public comment on matters that would affect their property or business, at the discretion of the Chairperson. For example, if the Board is considering a land development plan for a property that is in close proximity to the non-resident's property, the Board Chairperson may allow the non-resident to provide public comment. When deciding who should be granted leave to make a public comment, the Board Chairperson shall consider if such non-resident would be granted standing in a court proceeding.

Approved this 30th day of May, 2019.

ATTEST:

**BOARD OF SUPERVISORS
WEST GOSHEN TOWNSHIP**

Casey LaLonde, Secretary

BY:

Robin Stuntebeck, Chair

Hugh J. Purnell, Jr., Vice-Chair

Edward G. Meakim, Jr., Member

Christopher Pielli, Esq., Member

Shaun Walsh, Member