

**WEST GOSHEN TOWNSHIP**  
**CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 12-2017**

**A RESOLUTION OF WEST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA ADOPTED PURSUANT TO THE AUTHORITY IN THE PENNSYLVANIA SUNSHINE LAW, 65 PA.C.S.A §710 ET SEQ., ESTABLISHING POLICY AND PROCEDURES FOR PUBLIC COMMENT DURING PUBLIC MEETINGS OF THE BOARD OF SUPERVISORS.**

WHEREAS, pursuant to the Pennsylvania Sunshine Law, 65 Pa.C.S.A. § 710, the Board of Supervisors has the authority to adopt rules and regulations necessary for the conduct of its public meetings and maintenance of order at its public meetings; and

WHEREAS, pursuant to the Pennsylvania Sunshine Law, 65 Pa.C.S.A. § 710.1, the Board of Supervisors shall provide reasonable opportunity at each regular meeting of the Board for residents and taxpayers of the Township to comment on matters of concern, official action or deliberation which are or may be before the Board prior to the Board taking official action on any such matter;

NOW THEREFORE, BE IT ENACTED AND RESOLVED by the Board of Supervisors of West Goshen Township that the Board adopts the following rules and procedures for allowing residents and taxpayers an opportunity to make public comment at public meetings of the Board.

1. Comments by members of the public on items on the agenda.
  - a. Residents and taxpayers of the Township<sup>[KC1]</sup> and visitors may make comments to the Board **prior to and** 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 **and any other agenda items.**
  - b. Comments by any one individual shall be limited to five (5) minutes<sup>[KC2]</sup>, 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.")
  
2. Comments by members of the public on items which are not on the agenda.

- a. Residents and taxpayers of the Township and visitors 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.
- 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 five (5) 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.”)

~~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 Chairman.

**RESOLVED** this    day of                    , 2017.

ATTEST:

**BOARD OF SUPERVISORS  
WEST GOSHEN TOWNSHIP**

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Casey LaLonde, Secretary

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Edward G. Meakim, Jr., Chairman

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Hugh J. Purnell, Jr., Vice-Chairman

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Philip J. Corvo, Member

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Raymond H. Halvorsen, Member

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Christopher Pielli, Esquire, Member