

SPRINGFIELD TOWNSHIP, BUCKS COUNTY

RESOLUTION 92-2 AMENDED BY
RESOLUTION 2005-03 AMENDED BY
RESOLUTION 2018-7

WHEREAS the Springfield Township Board of Supervisors desires to conduct orderly public meetings insuring that all township business is efficiently conducted and all public input is fairly considered:

NOW THEN BE IT RESOLVED THAT:

- 1) An Agenda covering the items of business will be available to all who attend, and be available 4 days prior to a scheduled meeting on the Township's website. Printed agendas will be available at the scheduled meeting date and time.
- 2) Public comment will be provided for in its place on the Agenda. Public comment will be entertained at the beginning of the Business Portion of the meeting concerning non-agenda items only. The maximum period for public comment shall be 30 minutes.
- 3) Public comment concerning agenda items will be entertained during the course of the Agenda, after conclusion of any board discussions and prior to any votes taken by the Board.
- 4) Public video recorders larger than a tablet (8" x 10") shall be operated in a designated space at the rear of the room to avoid disrupting other participants. Public audio recorders are not allowed on the meeting room table.
- 5) During public comment each speaker shall be allotted 3 minutes for their presentation or questions. Speakers will be asked to identify themselves for the record and only individuals who are residents of the township or taxpayers in the township, or representatives thereof, will be allowed to present public comment. Speakers should come prepared with an outline or written questions. Preferably these should be available to the Board prior to the meeting so the Board can respond without delay. The Chairman will monitor the time and limit the scope of comments to the subject under discussion.
- 6) Large groups wanting to address the Board must designate a spokesperson to air their views.
- 7) All those present at public meetings must at all times conduct themselves with dignity and concern for others opinions. No one shall interrupt another who is speaking.

- 8) Should anyone in attendance at a public meeting become disruptive, they will be admonished by the Chairman to cease. Should they continue to be disruptive, they will be asked to leave the meeting. Should they refuse a request to leave, they will be removed by whatever means necessary to preserve order. If necessary, the Police will attend the meetings for the purpose of ejecting disruptive attendees. The Board will consider abusive language to be disruptive behavior for which the offending individual will be removed.
- 9) Should an expressed concern or question require more than the allotted time before the Board to resolve, then the matter will be scheduled as an Agenda item at a subsequent meeting until the matter is resolved.
- 10) The Board reserves the right by majority vote to take any matter under advisement for the purpose of researching the facts.
- 11) Any individual who becomes disruptive at a public meeting may be subject to arrest and prosecution under applicable sections of the Pennsylvania Crimes Code, including Section 5503, Disorderly Conduct, Section 5508, Disruptive Meetings and Processions, and others, for improper behavior during public meetings.
- 12) The Board, while desiring to hear all comments and opinions, will not tolerate disruptive behavior.
- 13) Personnel matters are confidential and will not be discussed at public meetings. Citizens desiring to discuss these matters must schedule a meeting with the Board in Executive Session. A written outline or specific complaint should accompany a request for a meeting to enable the Board to prepare properly to promptly resolve the matter.

BE IT SO RESOLVED THIS 12TH DAY OF JUNE, 2018

Michael J. Brown, Township Manager

Dave Long, Chairperson

Karen Bedics, Vice-Chairperson

Anthony Matzura, Member

Jim Nilsen, Member
