

6-2006

**A RESOLUTION OF THE TOWNSHIP OF CENTER, BEAVER COUNTY,  
PENNSYLVANIA, ESTABLISHING A WRITTEN POLICY FOR THE CONDUCT OF  
IT'S PUBLIC MEETINGS AND TO PROVIDE PUBLIC PARTICIPATION IN SUCH  
MEETINGS INCLUDING THE OPERATION OF RECORDING EQUIPMENT.**

**WHEREAS**, it has been recommended that the Township of Center Board of Supervisors create a written policy for the conduct of it's public meetings including provision for a public comment period including the operation of recording equipment, and

**WHEREAS**, Section 710 of the Sunshine Law authorizes Townships to adopt rules and regulations and to establish reasonable criteria to ensure that meetings are orderly and productive.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Supervisors of the Township of Center, a municipal corporation created under the Pennsylvania Second Class Township Code and,

**IT IS HERE BY RESOLVED:**

1. That all regular and special meetings of the Township of Center shall be conducted according to the following order of business:

1. CALL TO ORDER:
2. FLAG SALUTE:
3. ROLL CALL:
4. RESIDENTS SPEAK:
5. APPROVAL OF MINUTES:
6. ENGINEER'S REPORT:
7. SOLICITORS' REPORT:
8. OLD BUSINESS:
9. COMMITTEE REPORTS:
10. NEW BUSINESS:
11. ADJOURNMENT

2. That public comment or “residents speak” shall occur at regular or special meetings, but not work sessions, and shall be governed by the following rules and regulations:

i.) A period of public comment shall be held at each meeting at the beginning of the meeting.

ii.) The Chairman of the Board shall preside over the public comment period and may within his discretion:

a) Recognize individuals wishing to offer comment.

b) Require identification of such persons.

c) Allocate available time among individuals wishing to comment.

d) Rule out of order scandalous, impertinent and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting.

iii.) The time allocated for the public comment period at each meeting shall be three (3) minutes per individual.

iv.) If there is not enough time for public comment at a meeting, the Board of Supervisors, at its discretion may defer the public comment period to a time before the next regular or special meeting.

4. Video recorders may be used to record all public meetings. The operator of the recorder shall stand in the rear of the room behind the general public seating area so as to not interfere in any way with the activities of the Board of Supervisors or the ability of the general public to observe the Board.

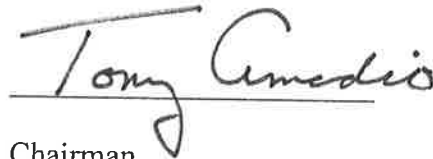
5. Operators of recording equipment must record the entirety of a public meeting and not portions thereof.

6. Any resident and/or taxpayer proposing to operate recording equipment at a public meeting shall so inform the Township Secretary prior to the Call to Order and prior to the operation of recording equipment, that the meeting shall be so recorded.

AND IT IS HEREBY RESOLVED BY THE BOARD OF SUPERVISORS of the Township of Center this 17<sup>th</sup> day of July 2006.



Secretary



Chairman