

**BOROUGH OF GREENCASTLE
FRANKLIN COUNTY, PENNSYLVANIA
RESOLUTION NO. 2013-04**

**A RESOLUTION OF THE BOROUGH OF GREENCASTLE CREATING
POLICIES AND PROCEDURES FOR PUBLIC COMMENT DURING
BOROUGH OF GREENCASTLE COUNCIL MEETINGS**

WHEREAS, the Borough of Greencastle holds one or more open meetings during each month in accordance with the Sunshine Act, 65 P.S. §66.1 *et seq.* and the Borough Code, 53 P.S. §46006(2); and

WHEREAS, open meetings are the opportunity for the Borough of Greencastle to conduct business as required by its governing legislation, the Borough Code; and

WHEREAS, the Sunshine Act requires that during all open meetings there must be an opportunity for public participation; and

WHEREAS, public participation is not without limits or controls and the Borough of Greencastle may establish reasonable rules and procedures for the conduct of its meetings and maintenance of order; and

WHEREAS, the Borough of Greencastle by this resolution desires to generate and publish rules and procedures to facilitate the orderly presentation of business within the Borough.

NOW THEREFORE, be it resolved by the Borough Council of the Borough of Greencastle as follows:

1. The Borough of Greencastle holds its regular business meetings on the first Monday of each month, or as properly advertised in accordance with the Borough Code, during which all discussion, deliberation and official action will be taken as deemed necessary for the Borough Council to conduct the business of the Borough of Greencastle ("Business Meeting").
2. The Borough Council may hold special meetings in accordance with the requirements of the Borough Code and the Sunshine Act.
3. The Borough Council will entertain public comment at all open meetings as follows:
 - a. Comments will be heard from residents and taxpayers of the Borough of Greencastle only.
 - b. All persons making public comment at any open meeting must identify their first and last name, and address prior to providing comments.
 - c. Public comment shall be limited to five (5) minutes for each member of the public wishing to speak. No shouting, speaking/commenting out of turn, threatening remarks, profane or vulgar language and/or disruptive behavior will be tolerated.

- d. The Borough Council President will preside over the public comment period directing each party present when to address the Borough Council, and notify each of when his/her time has lapsed.
- e. Public comment is not an opportunity to dialogue with the elected officials, or demand explanations or answers. Elected officials may, but are not required to follow up on public comment during the business portion of the meeting, at a later meeting, or after the meeting at another time. Elected officials, may also be limited by law in their ability to comment on certain topics.
- f. Unruly members of the public will be asked to maintain order, asked to leave the meeting, or escorted from the meeting in that escalating order.

4. Nothing in this Resolution is meant to restrict or diminish the power vested in the Borough of Greencastle by the Borough Code or Sunshine Act to hold and conduct public meetings.

RESOLVED this 5 day of August 2013 by the Borough Council of the Borough of Greencastle.

ATTEST:

BOROUGH OF GREENCASTLE:



Ericka Faight, Borough Secretary



Charles Eckstine, Council President