## **RESOLUTION NO. 5-2014**

WHEREAS, the Antis Township Board of Supervisors by <u>Resolution No. 5-2014</u> did adopt rules and regulations establishing reasonable criteria to ensure that meetings are orderly and productive;

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors of Antis Township, Blair County, Pennsylvania that all regular and special meetings of the Board of Supervisors of the Township of Antis, Blair County, Pennsylvania shall be conducted according to the following order of business; however, it may be necessary to adjust the order of business to accommodate schedules of the speakers or presenters, or to provide a time efficient manner to address all business:

CALL TO ORDER
PRAYER AND PLEDGE OF ALLEGIANCE
PUBLIC COMMENT PERIOD-RELATING TO AGENDA ITEMS ONLY
APPROVAL OF MINUTES
REPORTS OF OFFICIALS AND COMMITTEES
TREASURER REPORT
ACTION ON BILLS
OLD BUSINESS
NEW BUSINESS
PUBLIC COMMENT PERIOD-RELATING TO GENERAL COMMENT
ADJOURNMENT

**BE IT FURTHER RESOLVED**, individuals and/or groups who are seeking official action must request to be put on the agenda by submitting request to the Township Manager or in the absence of the Manager, the Manager's designee, on or before 12:00 noon on the Friday before the meeting. This request is to be made by the individual and/or group member who wants to be put on the agenda.

**BE IT FURTHER RESOLVED**, a regularly stated time for public comments on matters not included on the agenda is provided in the order of business for all regular and special meetings of the Board of Supervisors. On matters included on the agenda, citizens and taxpayers will be recognized for comments during the time the agenda item is under discussion. Public comment at regular or special meetings shall be governed by the following rules and regulations:

- A period of public comment shall be held at each regularly scheduled meeting.
   The purpose of the public comment period is for taxpayers and residents to offer comments only, and it should not be construed as a time for asking questions or seeking information or records from the Township or its officers.
- 2. Public comments under AGENDA ITEMS are to be limited to matters of concern, official action or deliberation, which are or may be before the Board of Supervisors.
- 3. Public comments under GENERAL COMMENT are an opportunity for citizens to address their elected official's regarding any topic or concern.
- 4. The Chairman of the Board, or Acting Chairman in the event of the Chairman's absence, shall preside over the public comment period, and may within his discretion:
  - a. Recognize individuals wishing to offer comment.
  - b. Require such persons to identify themselves by:
    - i. Name
    - ii. Address
  - c. Rule out of order scandalous and redundant comment, or any comment the discernable purpose of which is to disrupt or prevent the conduct of the business of the meeting.
- 5. If matters other than those on the agenda are raised, they may be referred for a review or for discussion at a regular meeting at a future date.
- 6. The time allocated for the public comment period at each meeting will be five (5) minutes per person.

## **RESOLVED AND ENACTED** this 6<sup>th</sup> day of March 2014.

## **BOARD OF SUPERVISORS**

TOWNSHIP OF ANTIS

Supervisor Charles Caracciolo II

Supervisor David Worthing

**ATTEST:** 

Lori Del Biondo, Secretary