

**WILLISTOWN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION NUMBER 10 OF 2025**

**A RESOLUTION ADOPTING RULES AND GUIDELINES  
FOR PUBLIC PARTICIPATION AT WILLISTOWN  
TOWNSHIP BOARD OF SUPERVISORS MEETINGS**

**WHEREAS**, pursuant to Pennsylvania’s Sunshine Act, 65 Pa.C.S §710, municipalities may adopt reasonable rules and guidelines for public comment periods to maintain an orderly process, including by imposing time limits; and

**WHEREAS**, the Willistown Township Board of Supervisors wishes to adopt reasonable rules and guidelines for public comment periods during meetings; and

**NOW, THEREFORE**, Willistown Township adopts the following reasonable rules and guidelines for public comment periods during Board of Supervisors meetings, which shall supersede any previously enacted rules and regulations:

**RULES AND GUIDELINES FOR PUBLIC PARTICIPATION AT WILLISTOWN  
TOWNSHIP BOARD OF SUPERVISORS’ MEETINGS**

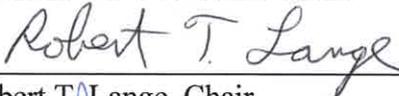
*All citizens deserve the right to be heard. The Board of Supervisors desire to establish rules that will enable them to deliberate without interruption and allow ample opportunity for those who wish to participate.*

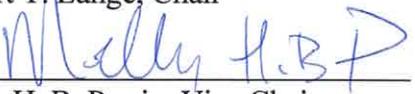
1. Each Willistown Township resident and/or taxpayer attending a Board of Supervisors meeting may make a single public comment lasting up to three minutes for each item listed on the meeting agenda and a single public comment lasting up to three minutes during the “Public Comment” portion of the meeting agenda.
2. The Board of Supervisors will consider each Willistown Township resident’s and/or taxpayer’s comment, but is not obligated to answer questions from or engage in dialogue with members of the public.
3. All comments must be directed to the Board of Supervisors’ presiding officer. Township staff or consultants shall not be questioned individually unless the Board of Supervisors’ presiding officer expressly grants permission to do so.
4. Concurrent or “side” discussions amongst those in attendance are prohibited, as they interfere with the business of the meeting and the accurate taking of meeting minutes.
5. All Willistown Township residents and/or taxpayers in attendance shall treat each other, as well as Township officials and staff, with courtesy and respect.

6. In the interest of preserving time, Willistown Township residents and/or taxpayers should limit repetitive comments or comments which have already been addressed by the Board of Supervisors.
7. No official board action will be taken on items presented during the public comment period conducted after the Board of Supervisors votes on agenda items.
8. The above rules and guidelines may be modified at any time by a majority vote of the Board of Supervisors.

**BE IT, AND THE SAME IS HEREBY RESOLVED THIS 24th DAY OF MARCH, 2025.**

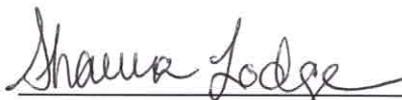
**WILLISTOWN TOWNSHIP  
BOARD OF SUPERVISORS**

  
\_\_\_\_\_  
Robert T. Lange, Chair

  
\_\_\_\_\_  
Molly H. B. Perrin, Vice Chair

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William R. Shoemaker, Member

**ATTEST**

  
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Shanna Lodge, Secretary