



*Board of Supervisors of Willistown Township
Chester County*

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**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 resident 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 resident'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 residents in attendance are prohibited, as they interfere with the business of the meeting and the accurate taking of meeting minutes.
5. All residents in attendance shall treat each other, as well as Township officials and staff, with courtesy and respect.
6. In the interest of preserving time, residents 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.