Resolution 072226

Resolution of the Board of Supervisors of Barrett Township, Monroe County, Pennsylvania

Establishing a Policy on Public Participation and Comment for Barrett Township Agencies' Meetings

I. Legal Background

The agencies of Barrett Township, including the Board of Supervisors and all Township boards, commissions, committees, and other agencies subject to the Pennsylvania Sunshine Act (65 Pa.C.S. §§ 701 et seq.), conduct their business in public in accordance with the Sunshine Act. These agencies are required by law to provide the public with a reasonable opportunity to comment at meetings prior to the taking of official action and at other times as required by law. See 65 Pa.C.S. § 710.1.

To fulfill these obligations and to ensure the orderly conduct of public meetings, each Township agency is authorized to adopt reasonable rules and regulations governing public participation and the maintenance of order. This Resolution establishes a uniform policy applicable to all Barrett Township agencies unless otherwise provided by law.

II. Policy on Public Participation and Comment

BE IT RESOLVED that Barrett Township hereby revokes all prior statements of policy regarding public participation and comment applicable to Township agencies and adopts the following policy:

1. To foster comprehensive discussion and informed decision-making, each Township agency welcomes and accepts public comment at its public meetings. Generally, public comment on agenda items will be accepted prior to official action on those items, as required by law.
2. Individuals wishing to address a Township agency regarding an agenda item shall sign a registration sheet, if one is provided, and may be requested to provide their name and municipality of residence. Where permitted by law, an agency may limit public comment to Township residents or taxpayers.
3. Each individual commentator shall be limited to five (5) minutes unless additional time is granted at the discretion of the presiding officer or chairperson.
4. Comments shall be directed to the agency as a whole. All comments shall be made with respect and courtesy toward agency members, Township officials and employees, attendees, and the public at large. Personal attacks, disruptive conduct, or comments that interfere with the orderly conduct of the meeting may be ruled out of order.
5. At the discretion of the agency, comments or commentators may be deferred to another meeting due to time constraints or because the matter will be addressed at a future meeting.
6. At the conclusion of its meeting, the agency may provide an additional opportunity for public comment on any matter of concern or interest, subject to these regulations and applicable law.
7. Nothing in this policy shall be construed to limit any rights afforded to the public under the Pennsylvania Sunshine Act or any other applicable law.
8. This policy shall apply to all public meetings of Barrett Township agencies, including but not limited to the Board of Supervisors, Planning Commission, Zoning Hearing Board, Parks and Recreation Board, Vacancy Board, elected Board of Auditors, and any committee, commission, board, or agency established by the Township that is subject to the Pennsylvania Sunshine Act.

ADOPTED this 22nd day of July 2026, by the Board of Supervisors of Barrett Township, Monroe County, Pennsylvania.

ATTEST

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BOARD OF SUPERVISORS OF BARRETT TOWNSHIP

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