



# City of Jeannette

Westmoreland County, Pennsylvania



RESOLUTION NO. 16-02

## **A RESOLUTION TO ESTABLISH GUIDELINES AND PROCEDURES FOR PUBLIC COMMENT DURING MEETINGS.**

**WHEREAS**, the Pennsylvania Legislature has enacted the Sunshine Act which includes, among other priorities, the right for the public to participate and present comments during each advertised regular meeting and each advertised special meeting of City Council; and

**WHEREAS**, the Sunshine Act also contemplates that the governing body of any municipality may adopt such rules and regulations necessary for the conduct of meetings and the maintenance of order; and

**WHEREAS**, the Jeannette City Council does wish to generally provide all residents the right, ability, and reasonable time to present comment upon issues of current concern to the Board; and

**WHEREAS**, the Jeannette City Council believes that the conduct of meetings, maintenance of order, and provision of adequate time for public comment upon current affairs precludes as unnecessary both continuing comment on matters which have been resolved, as well as matters which are not yet ripe before the Board; and

**WHEREAS**, the Jeannette City Council does now wish to establish as additional rules and regulations for the conduct of meetings and maintenance of order the following:



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**NOW, THEREFORE, BE IT RESOLVED** and it is hereby resolved by the City Council of the City of Jeannette as follows:

1. All residents and taxpayers of the City of Jeannette shall be afforded an opportunity at the beginning of each advertised regular or special meeting of the City Council to present comments to the Board on matters of concern, official action or deliberation which are or may be before the Board.
2. All residents and taxpayers wishing to speak during the public comment period shall, prior to the commencement of the meeting; sign in on a sign-in sheet provided by the City and shall provide their name and address.
3. All those individuals who have signed in prior to the public meeting shall be first recognized and then any individuals who have not signed in shall be provided an opportunity to make a public comment. During said public comment, the resident or taxpayer shall identify themselves by name and address before speaking.
4. The public comment period at each public meeting shall be no more than forty-five (45) minutes.
5. To the extent reasonable and proper under the circumstances, each individual shall be afforded not more than three (3) minutes for the presentation of said comments.
6. The Chairman of the Board shall preside over the public comment period and may, within his discretion, rule out scandalous, impertinent and redundant comments or any comment that the discernable purpose for which is to disrupt or prevent the conduct of the business of the meeting.
7. Public comment will generally be limited to those matters pending before the City Council at any given meeting, as well as items of concern which need to be brought before the Board for future consideration, and no individual shall be permitted to utilize the time for public comment to continue to raise matters which have been resolved and disposed of by prior action of the Board.
8. In the event that the City Council determines that public interest on a particular issue is of such magnitude that to allow continued comment on



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such matter during a regular business meeting of the Board will impede and interfere with the ability of the Board to conduct and complete general business within a reasonable time, the Board may defer comment on issues to the end of the meeting or to its next regular meeting or to a special meeting occurring in advance of the next regular meeting for the sole purpose of receiving such comments.

9. Nothing set forth herein shall contradict or contravene any of the provisions of the Sunshine Act as not enacted and as may hereafter be reenacted or interpreted by the Courts of the Commonwealth of Pennsylvania.
10. Nothing herein shall preclude any individual from presenting comments on matters of concern, official action or deliberation, whether current or otherwise, in the form of written communications directed to the secretary/treasurer to Jeannette City Council, with such communications to then be provided to all members of the City Council and made a part of record.

All previous Resolutions establishing procedures for public comment are hereby rescinded.

**RESOLVED, ENACTED AND ADOPTED** at a meeting held on the 13th day of January, 2016.

THE CITY OF JEANNETTE

Richard R. Jacobelli  
Mayor and President of Council

ATTEST:

Michael L. Nestico  
City Manager