

**BOROUGH OF SOUDERTON  
MONTGOMERY COUNTY, PENNSYLVANIA  
RESOLUTION 2024-07**

**A RESOLUTION OF SOUDERTON BOROUGH COUNCIL,  
COUNTY OF MONTGOMERY, COMMONWEALTH OF  
PENNSYLVANIA, ESTABLISHING PUBLIC  
PARTICIPATION GUIDELINES**

WHEREAS, all meetings of the Souderton Borough Council of Montgomery County (“Council”), to conduct business of Souderton Borough are open to the public and public comment is welcome as it pertains to Borough business; and

WHEREAS, in compliance with the “Sunshine Act” of July 3, 1986, P. L. 388, No. 8465 P. S. §271, et seq., as amended, Council shall provide a reasonable opportunity at each public meeting for residents and/or taxpayers of Souderton Borough (“Speakers”) to comment on matters of Borough concern, Borough business, official actions or deliberation which are, or may be, before Council;

WHEREAS, in the interests of completing Borough business in a timely manner and hearing all public comment as it relates to Borough business and/or concern;

NOW THEREFORE, be it resolved that public comment at regular meetings, work session and/or special meetings shall be governed by the following rules and regulations:

1. A period of public comment shall be held at each meeting before official action is taken;
2. The Council President shall preside over the public comment period;
3. If it appears that a large number of residents may desire to make a public comment, the President will at his or her discretion estimate the impact on the normal time allotted for the council session. Consideration for implementation of appropriate steps to provide a reasonable period of comment will be affected. Generally, public comment will be limited to 3 minutes per speaker but may be extended at the discretion of the President.
4. Each resident will only be permitted to speak once during the comment period unless permitted otherwise by the Council President.
5. All speakers must come to the podium if they are physically able to do so;
6. Speakers shall identify themselves by name and area where they reside or own a business property within the borough;

7. All public comments must be relevant to a Borough concern, or Borough business being considered. The subject matter of all comments should be limited to items or issues which are currently before the Council or relevant to a Borough concern/business, official actions or deliberation, or which may come before the Council for consideration at a future meeting;

Conduct during public meetings is expected to be within normal civil discourse; that is everyone is entitled to express his or her own views and opinions, treating each other with dignity and respect. Physical threats, cursing, and personal attacks are not permitted and anyone doing this may be removed by law enforcement;

8. If the President invokes time limits, these will be monitored by the Borough staff;
9. Speakers may not cede any time to other speakers;
10. Council is not required to respond to public comments during the course of the meeting, so the public is reminded that it is not an opportunity for dialogue or question and answer;
11. The President may direct council members, or appropriate staff to follow up with any questions or comments during or after the meeting;
12. If the time period allotted for public comment is insufficient to provide a reasonable opportunity for public participation given the nature of the issues to be addressed in the agenda, the Council President may defer public comment until the next meeting, schedule a special meeting, or entertain a motion to extend the public comment period;

RESOLVED and ADOPTED this 18<sup>th</sup> day of March, 2024.

BOROUGH OF SOUDERTON

By: Tracy W. Burke  
Tracy W. Burke, Council President

By: Stacy E. Crandell  
Stacy E. Crandell, Secretary

Approved this 18th day of March, 2024.

Daniel L. Yocum  
Daniel L. Yocum, Mayor