

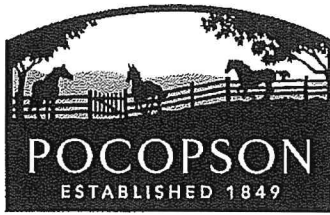
P.O. Box 1, Pocopson PA 19366  
Office: 610.793.2151 Fax: 610.793.1944  
[www.pocopson.org](http://www.pocopson.org)

## **Board of Supervisors Reorganizational Meeting Agenda Tuesday, January 3, 2023, 7:00 p.m.**

**While the Township is not recording, there may be members of the public recording the meeting.**

**All documents for a specific agenda item must be received by the Township no later than the  
Wednesday prior to the scheduled Public Meeting**

1. Call to Order and Pledge of Allegiance
2. Sunshine Announcements
3. Announcements
4. Public Comment on Non-Agenda Items - limited to 2 minutes in accordance with Resolution 2018-8 (attached)
5. Reorganization of the Board of Supervisors
6. Appointments: Employees, Representatives, Zoning Hearing Board, Planning Commission, Committees and Consultants
7. Township Meeting Schedule and Holidays
8. Supervisor Liaisons
9. Resolutions
  - a. Resolution 2023-1 - Boundaries for Emergency Services
  - b. Resolution 2023-2 - Establishing Depositories for Township Funds
  - c. Resolution 2023-3 - Omnibus Fee Schedule for 2023
10. Approval of December 19, 2022 Meeting Minutes
11. Adjournment



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POCOPSON TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2018-08  
ESTABLISHING PUBLIC PARTICIPATION POLICY FOR ALL  
POCOPSON TOWNSHIP PUBLIC MEETINGS

WHEREAS, Resolution 2018-07 enacted during the public meeting held January 29, 2018, sets forth the Board of Supervisors Operational Policy; and;

WHEREAS, in accordance with Section 710 of the Pennsylvania Sunshine Law, 65 Pa. C.S. § 710, townships may adopt rules and regulations and establish reasonable criteria to ensure that meetings are orderly and productive; and

WHEREAS, the Pennsylvania Sunshine Law, 65 Pa. C.S. §711, provides for the use of recording devices during public meetings; and

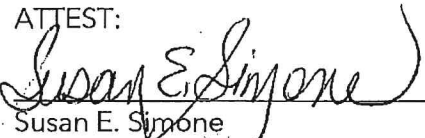
WHEREAS, the Board of Supervisors desires to establish reasonable rules and regulations regarding public comment and use of recording devices at its meetings;

NOW, THEREFORE BE IT RESOLVED public comment and the use of recording devices at all Pocopson Township Public Meetings shall be governed by the rules and regulations attached herewith as Exhibit "A", being titled *Pocopson Township Policy on Public Comment and Media Coverage at Public Meetings*.


If any sentence, clause, section or part of this Resolution is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared the intent of the Township Board of Supervisors that this Resolution would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein. All Resolutions, or parts of Resolutions conflicting with any provisions of this Resolution are hereby repealed and of no force or effect from this date


ENACTED AND RESOLVED this 26<sup>th</sup> day of February, 2018. This Resolution shall take effect immediately.

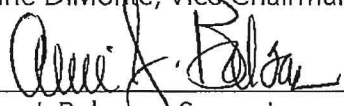
ATTEST:

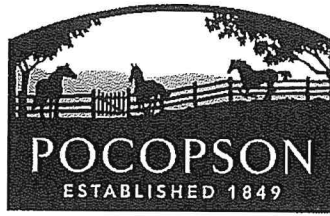
  
Susan E. Simone  
Administrative Secretary

POCOPSON TOWNSHIP BOARD OF SUPERVISORS

  
Ricki Stumpo, Chairman

  
Elaine DiMorre, Vice Chairman

  
Alice J. Balsara, Supervisor



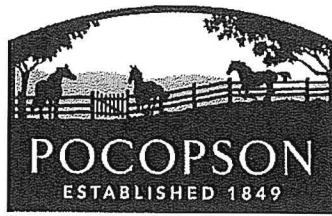
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## EXHIBIT "A"

### Pocopson Township Policy on Public Comment and Media Coverage at Public Meetings

RESOLVED, that public comment at public meetings of Pocopson Township shall be governed by the following rules and regulations:

1. A public comment period is provided at public meeting of the Board of Supervisors for Township residents and taxpayers to offer public comment. Non-agenda items are heard at the beginning of public meetings. For residents and taxpayers wishing to offer public comment for items listed on the agenda, public comment shall occur at the time the agenda item is discussed. Public comment period for work sessions is limited to agenda items and will be heard at the beginning of the work session.
2. For items listed on the meeting agenda, the Board will offer individuals an opportunity for public comment before official action is taken.
3. All individuals wishing to offer public comment on agenda and/or non-agenda items shall sign in at the beginning of the meeting and work session and shall include the name and street address identification of the participant and topic to be addressed.
4. All public comment shall be directed to the entire Board. No public comments should be personally directed at individual Board members.
5. The presiding officer shall preside over all public comment periods and may within his or her discretion:
  - a) Recognize individuals wishing to offer comment.
  - b) Require street address identification of such persons.
  - c) Allocate available time among individuals wishing to comment.
  - d) Recognize and permit, at his or her sole discretion, nonresidents and non-taxpayers of the Township to make public comment.
  - e) Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant.
  - f) Rule out of order scandalous, impertinent, and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting.
  - g) Request individuals to leave the meeting room and the Township Building, or direct their removal by Township enforcement officers, if individuals engage in unruly, disorderly, offensive or threatening speech or conduct; after an oral warning from the presiding officer to cease such speech or conduct.
  - h) End the public comment period at any time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
6. The time allocated for an individual to offer public comment at each meeting shall be two minutes; additional time may be allotted at the discretion of the Board.



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7. If there is not enough time for public comment at a meeting, the Board of Supervisors, at its sole discretion, may defer the remaining public comment period to a special meeting held in advance of the next public meeting or until the next regular or special meeting.

#### Video and Audio Recording at Public Meetings

FURTHER RESOLVED, that for residents, news media and other interested citizens, the Pennsylvania Sunshine Law, 65 Pa. C.S. §711, provides for video and audio recording at municipal public meetings. The following rules must be observed to accommodate reasonably the permitted activity:

1. An announcement will be made at the beginning of the meeting that, while the Township is not recording, there may be members of the audience that are video/audio recording the meeting.
2. The Township requests a 24 hour minimum advance courtesy notice of any individual wishing to video record a meeting. A written notice to the Township Secretary preferred, but oral notice will be accepted.
3. Video recording equipment requiring set-up must occur no less than 30 minutes prior to a scheduled start of meeting. Staging and equipment set-up is not permitted once the meeting has been called to order.
4. Video and related equipment and operators must conduct the recording from the designated location in the meeting room; roving video recording (walking around the meeting room) during the meeting is not permitted.
5. All power for operation of the video and audio recording equipment and accessories must be provided by the party recording the meeting (no "plug-ins" at municipal building permitted).
6. Supplementary lighting is permitted to video record a meeting provided it is not disruptive to the conduct of business by the elected officials. Lighting disruption shall be determined by the presiding officer of the meeting at his or her sole discretion.
7. Audio recording devices shall be located in either the same area designated for video recording or from the public seating area in the meeting room.

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