

**CITY OF UNIONTOWN
FAYETTE COUNTY, PENNSYLVANIA**

RESOLUTION 43

A RESOLUTION ESTABLISHING RULES AND REGULATIONS FOR THE
CONDUCT OF PUBLIC MEETINGS OF CITY COUNCIL

WHEREAS, pursuant to the provisions of the Third Class City Code Code of the Commonwealth of Pennsylvania and other applicable statutes, the Uniontown City Council has inherent power to establish rules and regulations for the conduct of meetings of City Council; and

WHEREAS, the Uniontown City Council encourages public participation at all public meetings of the City Council; and

WHEREAS, the Uniontown City Council wishes to afford all members of Council and members of the public an opportunity to comment upon all issues pending before the City Council; and

WHEREAS, the Uniontown City Council desires to conduct orderly public meetings ensuring that all City business is efficiently conducted and all public input is fairly considered.

NOW, THEREFORE, be it resolved by the Uniontown City Council that the following rules and regulations shall be applicable to the conduct of public meetings of the Uniontown City Council:

1. A printed agenda covering the items of business to be considered at the public meeting will be available to all who attend the meeting.
2. No public comment will be entertained during the course of the agenda items unless specifically requested by Council.
3. One or more periods for public comment will be provided during each meeting, including a period for agenda items and a period for non-agenda items. The public comment period for agenda items shall be limited to thirty (30) minutes unless extended by Council.
4. During the public comment, each speaker shall be allotted three (3) minutes for presentation of comments and questions. Speakers should be prepared with an outline of proposed comments and questions. Preferably, the outline or questions should be available to Council prior to the meeting so Council can respond appropriately. The Mayor, acting chairperson, City Clerk, or such other designee shall monitor the presentation time and limit the scope of comments and questions to the subject being considered.

5. Large groups of individuals wishing to address Council should designate a spokesperson to present comments and questions to Council.
6. All individuals attending public meetings of the Council shall conduct themselves with dignity and decorum at all times. No individual shall speak until recognized by the Mayor or acting chairperson nor shall anyone interrupt another individual who is speaking.
7. Anyone who becomes disruptive at a public meeting of the Council shall be asked to cease and desist the disruptive behavior. If the individual persists in the disruptive behavior, the individual will be asked to leave the meeting, and if the individual refuses to do so, will be forcibly removed from the meeting. Abusive or vulgar language will not be tolerated and may result in the offending individual being removed from the meeting.
8. Concerns or questions addressed to the Council during the period of public comment may be deferred to a later meeting of the Council and may be scheduled as an agenda item at a subsequent meeting of the Council. Council reserves the right to refrain from commenting or answering any concerns or questions presented to Council. The Council reserves the right to take any matter under advisement for the purpose of researching facts and for the purpose of resolving concerns and questions at a subsequent meeting of the Council.
9. Any individual who become disruptive at a public meeting may be subject to arrest and prosecution under applicable provisions of the Pennsylvania Crimes Code.
10. When a motion has been made and seconded by a member of Council, debate and discussion on such motion may be limited to a maximum of five (5) minutes upon the further motion of a member of Council and with the consent of the Mayor or acting chairperson.
11. Certain matters are considered confidential in nature and will not be discussed at a public meeting. Generally, those items that are not appropriate for discussion during public meetings are matters for which the Council may hold an executive session pursuant to the Sunshine Act.
12. Council shall reserve the right to designate seating at any public meeting for reserved purposes, including, without limitation, handicapped or disabled, City officials, employees, or representatives, special visitor, special request, or press or journalist seating.

13. Council shall vote on all official action in accordance with the requirements of the Third Class City Code and applicable laws.
14. In conducting the voting on such official action, the order of the vote shall be on a rotating alphabetical basis (e.g., a councilmember who votes first will vote second on the next vote, third on the next vote, fourth on the next vote, and first on the next vote, with the Mayor voting last on all votes.

All City officials, employees, representatives, or designees may be authorized to enforce the foregoing Rules and Regulations at the direction of the Mayor, the acting chairperson, or City Council.

THE aforesaid Rules and Regulations for Public Meetings of City Council are hereby adopted and enacted this 10th day of March, 2020, by the Uniontown City Council.

UNIONTOWN CITY COUNCIL

Attest:

Thomas W. Gerber
Kimberly J. Marshall
City Clerk

BY:

Mayor and Council President