

**HOLLY TOWNSHIP**

**NOTICE OF ELECTRONIC MEETING**

**September 16, 2020**

**HOLLY TOWNSHIP BOARD OF TRUSTEES VIRTUAL MEETING AT 6:30 PM**

**THIS MEETING WILL BE HELD ELECTRONICALLY AS AUTHORIZED BY EXECUTIVE ORDER 2020-15 SIGNED BY GOVERNOR WHITMER ON MARCH 18, 2020. MEMBERS OF THE TOWNSHIP BOARD AND MEMBERS OF THE PUBLIC MAY PARTICIPATE BY ELECTRONIC MEANS, AS DESCRIBED BELOW.**

**MEMBERS OF THE TOWNSHIP BOARD MAY BE PRESENT AT TOWNSHIP HALL FOR THE MEETING. HOWEVER, IN LIGHT OF EXECUTIVE ORDER 2020-21 SIGNED BY GOVERNOR WHITMER ON MARCH 23, 2020, MEMBERS OF THE PUBLIC MAY NOT ATTEND IN-PERSON MEETINGS OF THE TOWNSHIP BOARD, AND MAY ONLY PARTICIPATE ELECTRONICALLY UNTIL EXECUTIVE ORDER 2020-21 EXPIRES OR IS RESCINDED.**

**Reason for allowing participation by electronic means:**

As set forth in Executive Order 2020-15, *“To mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable Michiganders, it is crucial that all Michiganders take steps to limit in-person contact. These critical mitigation measures include social distancing and limiting the number of people interacting at public gatherings.”* This includes public meetings.

**Procedure for public participation by electronic means:**

Under Executive Order 2020-15, in order for the Township to allow electronic participation in the meeting, there must be full opportunity for both the general public and the members of the Township Board to hear and be heard at appropriate times during the meeting: *“A meeting of a public body held electronically must be conducted in a manner that permits two-way communication so that members of the public body can hear and be heard by other members of the public body and so that general public participants can hear members of the public body and can be heard by members of the public body and other participants during a public comment period.”*

The Township will be utilizing the video/audio conferencing platform **ZOOM**. Members of the Township Board will be able to hear and speak to each other for the entire meeting. Except for any closed session portions of the meeting, members of the public will be able to hear (and possibly see) members of the Township Board during the entire meeting but will only be able to speak during a public comment period.

In order to connect to the meeting through ZOOM a member of the public needs to do the following:

- Install Zoom App on mobile device or phone. [Download Zoom Client and install on a PC or MAC](#)  
Click the link below and enter password:

Please click the link below to join the webinar:

**<https://zoom.us/j/95548890618>**

**Or iPhone one-tap:**

**US: +13017158592,95548890618# or +13126266799,95548890618#**

**Or Telephone:**

**Dial(for higher quality, dial a number based on your current location):**

**US: +1 301 715 8592 or +1 312 626 6799 or +1 646 876 9923 or +1 408 638 0968 or +1 669 900  
6833 or +1 253 215 8782 or +1 346 248 7799**

**Webinar ID: 955 4889 0618**

**International numbers available: <https://zoom.us/u/abP6MthySQ>**

Members of the public participating in the virtual public comment via ZOOM will wait in a queue until called during the public comment period. Because of limitations with muting and unmuting members of the public, there will be only one public comment period, which will be at the end of the meeting (unless there is a public hearing item, in which case the following procedures will apply to that portion of the meeting as well).

When public comment is permitted, members of the public will be called one at a time, as would happen during an in-person meeting. A meeting coordinator will determine the order of public speakers. If you want to speak, you must use the "Raise Hand" feature in order for our moderator to know they need to be unmuted. When you are unmuted, and you will have three (3) minutes to share your comments with the Township Board. At the conclusion of your comments or your three (3) minutes, you will be muted and then removed from the queue.

Participants may also choose to submit comments that can be read into the record. Comments can be submitted via email to [clerk@hollytownship.org](mailto:clerk@hollytownship.org). Comments shall be submitted prior to 7 p.m. on the day of the meeting.

**Procedures by which persons may contact members of the Township Board prior to a meeting.**

The Holly Township government e-mail addresses of the members of the Township Board utilizing this means of meeting are available on the Township's website at: <http://hollytownship.org/about-your-government/directory/>

**Procedures for participation by persons with disabilities.**

*The Township will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the Township Clerk (248) 634-9331 ext. 301 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*