

**HOLLY TOWNSHIP**

**NOTICE OF ELECTRONIC MEETING**

**May 4, 2021**

**HOLLY TOWNSHIP PLANNING COMMISSION VIRTUAL MEETING AT 6:30 PM**

**THIS MEETING WILL BE HELD ELECTRONICALLY AS AUTHORIZED BY SENATE BILL 1108 PASSED OCTOBER 14, 2020. MEMBERS OF THE TOWNSHIP PLANNING COMMISSION AND MEMBERS OF THE PUBLIC MAY PARTICIPATE BY ELECTRONIC MEANS, AS DESCRIBED BELOW.**

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

*“To mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable Citizens, it is crucial that all Citizens take critical measures 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 Senate Bill 1108, 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.

Members of the public participating in the electronic meeting who wish to speak at the public meeting during public comment or at a public hearing must alert the meeting coordinator of their desire to speak by using the “raise hand” feature in the webinar or, if participating telephonically, by pressing \*9 on their telephone keypad. Pressing \*9 will activate the “raise hand” feature signaling to the meeting coordinator that a participant wishes to comment. Participants will then be placed a queue until called upon during public comment or at a public hearing of the meeting. Participants will be called upon one at a time, as would happen during an in-person meeting. A meeting coordinator will determine the order of participants. Once the participant is unmuted by the meeting coordinator he/she will have three (3) minutes to share comments with the public body. At the conclusion of the comments, or the allotted three (3) minutes, the participant 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.

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 use the link below to join the meeting:

<https://zoom.us/j/99791040574>

Meeting ID: 997 9104 0574

One tap mobile

+16468769923, 99791040574# US (New York)

+13017158592, 99791040574# US (Washington DC)

Find your local number: <https://zoom.us/u/abrbtSsZZz>

**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.*