

Public meetings, with the exception of the Zoning Hearing Board, are being video recorded. This began with the COVID-19 pandemic in April 2020 and will continue moving forward. The meeting will be conducted virtually utilizing ZOOM, a cloud-based platform for remote video and audio conferencing. The ZOOM application is FREE to the public. The general public is therefore able to join the meeting by connection through the internet or by phoning into the meeting with the links provided on the Township website.

Agendas for public meetings are available on the Township's website and will be posted on the front of the Township building. The recorded meeting will be available for viewing via the Township website and in the future through the Township YouTube channel.

While every effort will be made to ensure the recording and live streaming and website are working, East Lampeter Township takes no responsibility for, and cannot be held liable for the unavailability of live streaming in part or in full due to technical issues beyond its control. Live streams and recordings of all meetings remain the property of East Lampeter Township and are protected by copyright. Access to live streams and recordings of meetings is provided for personal and non-commercial use. Video, images and audio must not be altered, reproduced or republished without permission of East Lampeter Township.

In addition to accepting public comments during the meeting, the Township will be accepting public comment in the following ways:

#### Written Comments:

Participants may drop off comments in the drop box located between the entrance doors to the Township building. All written comments must include your name and address, just as would be required at an in-person public meeting. To ensure timely receipt for the meeting, written comments must be dropped off at least 4 hours prior to the start of the public meeting to be addressed during the meeting. These comments will be read into the record at the appropriate time during the meeting.

#### Email:

Public participants may submit comments and questions via email using the address [publiccomments@eltwp.org](mailto:publiccomments@eltwp.org). All such comments and questions must include your name and address, again as would be required at an in-person public meeting. At the appropriate times during the meeting there will be a pause in order to determine if there are public comments or questions to be read into the record.

Please note: Any public comments received which are deemed to be inappropriate will NOT be read.