



TOWNSHIP OF MANTUA

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DEPUTY MAYOR

EILEEN LUKENS
TOWNSHIP COMMITTEE

JOHN LEGGE
TOWNSHIP COMMITTEE

SHAWN LAYTON
TOWNSHIP COMMITTEE

Zoom Meeting Instructions for Township Committee Meetings

We are using Zoom to conduct our public meeting to comply with the Governor's Order and continue to practice social distancing. Please see the instructions below to access the Township Committee meeting via phone.

- Please use your phone and dial into -929-205-6099
- Zoom will then prompt you for your meeting number, enter 815 8821 1342
- This will place you in the meeting

To make a comment during Public Participation:

- If you are using the webcast you are able to see and hear us. If you have a question or comment during the public participation, you will be using "raise your hand" option
- If you are dialed in and only hearing, dial *9 on your phone and you will hear a notification that you have raised your hand.
- The Business Administrator will say your name and the last 4 digits of your number to let you know that it is your turn to comment.
- Please make sure to state your full name and address for the record.

Please bear with us as we navigate through this new way on conducting our meeting.

I wanted to explain how the agenda will be handled more specifically with the public portion. Public participation will be open right after our Chief of Police provides his department update.

For those of you who are in attendance as members of the public using the webcast you are able to see and hear us. If you have a question or comment during the public participation, you will be using "raise your hand" option and if you are dialed in and only hearing, using the *9 function, when we call on you we will state the last 4 digits of your number since we cannot see your name as we can with the others who are logged into zoom on the webcast.

Participants will be put in a queue. The administrator will notify callers using the last two digits of their phone numbers which will be displayed in the system. For example, a caller with the phone number 937-555-5555 will hear the administrator say "number 5-5" it is your turn to speak. The caller will then hear the word "UNMUTE" and will be offered the opportunity to make his or her comment.