

## **COUNTY COMMISSIONERS' WORK SESSION AGENDA**

**TUESDAY, MAY 14, 2019**

**10:00 a.m. – Conference Room #701, 7<sup>th</sup> Floor**

10:00 a.m.

### **EXECUTIVE SESSION ANNOUNCEMENT**

#### **PUBLIC SESSION:**

Approval of the April 2, 2019 Work Session Minutes. Postpone approval of the April 23, 2019 Work Session Minutes and May 7, 2019 Work Session Minutes.

#### **Re-announcements:**

- (1) There is no Work Session scheduled for Tuesday, May 21, 2019, and there is no Commissioners' Meeting scheduled for Wednesday, May 22, 2019.
- (2) The County of Lancaster will conduct public hearings to discuss the County's proposed Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020 on the following dates:
  - Thursday, May 23, 2019 at 3:00 p.m., Room 701, 150 North Queen Street, Lancaster;
  - Tuesday, May 28, 2019 at 6:00 p.m., Public Safety Training Center, 101 Champ Boulevard, Manheim;
  - Monday, June 3, 2019 at 3:00 p.m., Room 701, 150 North Queen Street, Lancaster;
  - Wednesday, June 5, 2019 at 9:15 a.m. during the County Commissioners' Meeting, Room 701, 150 North Queen Street, Lancaster, at which time the Board of Commissioners will consider the adoption of the Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020.

The block grant encompasses mental health and intellectual disabilities base funds, Act 152 drug and alcohol funds, behavioral health services initiative funds, Human Services Development Fund, and homeless assistance funding. Public participation is invited.

#### **Announcements:**

- (1) The Board of Commissioners will hold a public hearing on June 4, 2019 at 7:00 p.m. at the Mount Joy Township Office, 8853 Elizabethtown Road, Elizabethtown, Pennsylvania. The purpose of the hearing is the proposed closure and elimination of the Little Chiques #1 Bridge on Cloverleaf Road in Mount Joy and Rapho Townships. Public participation is invited.
- (2) An evening Commissioners' Meeting is scheduled on Wednesday, June 12, 2019 at 7:00 p.m. at East Drumore Township Municipal Building, 925 Robert Fulton Highway, Quarryville, Pennsylvania. There will be no Commissioners' Meeting held on Wednesday morning, June 12, 2019 at 9:15 a.m.

"continued"

- 10:00 a.m.** Erin Saylor, Director of Business, Lancaster County Solid Waste Management Authority – Grant Agreement (please refer to motion on tomorrow’s agenda)
- 10:10 a.m.** Chris Johnston, Business Manager, Penn Manor School District, and Becky Gianopoulos, Office Manager, Property Assessment Office – Penn Manor School District’s Exoneration Request (please refer to Resolution No. 32 of 2019 on tomorrow’s agenda)
- 10:15 a.m.** Mark Dalton, District Court Administrator, and Annie Flaud, Assistant Court Administrator, Court Administration – Divorce Master Agreement (please refer to motion on tomorrow’s agenda)
- 10:20 a.m.** Judith Erb, Executive Director, or John Stygler, Director of Administration, Behavioral Health/Developmental Services – Agreements (please refer to motion on tomorrow’s agenda)
- 10:25 a.m.** Charles Douts, Director, Facilities Management – Lease/Purchase Agreement (please refer to motion on tomorrow’s agenda)

**Other Discussion Items:**

1. Appointments/Reappointments
2. May 15, 2019 Commissioners’ Meeting Agenda
3. May 17, 2019 Election Board Meeting

**Adjourn**

**Note:** *The Work Session is being audio recorded. We ask that attendees speak into the microphone for audio recording purpose.*

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Lancaster County Solid Waste Management Authority (LCSWMA), to approve the following:

**Grant Agreement With:**

Commonwealth of Pennsylvania  
Department of Environmental Protection  
Bureau of Waste Management  
Division of Waste Minimization and Planning  
Harrisburg, Pennsylvania

**Purpose:**

To accept a grant award for funding under Section 901 of Act 101 Grant Program to conduct a Waste Characterization Study for Construction and Demolition delivered to the LCSWMA landfill. The purpose of the study is to characterize the components of the construction and demolition waste streams within LCSWMA's system which will aid in developing a business model to analyze and determine the best path forward to divert construction and demolition material from the landfill. The LCSWMA issued a Request For Proposal and awarded a contract to Gershman, Brickner & Bratton, Inc., McClean, Virginia, to conduct the Construction and Demolition Waste Characterization Study.

**Amount:**

Personnel Costs	\$10,124.00
Supplies/Printing	\$20,600.00
Travel	\$ 5,500.00
Consultants and Subcontracts	<u>\$55,540.00</u>
<b>Total</b>	<b>\$91,764.00</b>

Funding Sources:

80% State funding	\$73,411.00
20% LCSWMA funding	\$18,353.00

**Note:**

The County will serve as the recipient of this pass-through grant and disbursements from DEP will be forwarded to LCSWMA upon receipt of funds. There are no costs to be incurred by the County. LCSWMA will fund 100% of expenditures not covered by the grant.

**Term:**

The term shall commence on the date this Grant Agreement is fully executed by the Commonwealth, and shall terminate three years from the later to occur of (1) project completion date; or (2) date of final payment.

5/15/19

This completed document must be submitted to the Chief Clerk by **9:00 am** the **Wednesday** prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Lancaster County Solid Waste Management Authority (LCSWMA)  
 Department: Business  
 Date: 5/7/19

**Board Action Requested:** Execution of 901 Municipal Waste Planning Grant  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Lancaster County Solid Waste Management Authority  
 1299 Harrisburg Pike  
 PO Box 4425  
 Lancaster, PA 17604-4425

**Proposed Program Budget Information:**

Service	2019/2020 Amount to be Approved	2018/2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Personnel Cost		\$10,124.00			80% State, 20% LCSWMA
Supplies/Printing		\$20,600.00			80% State, 20% LCSWMA
Travel		\$ 5,500.00			80% State, 20% LCSWMA
Consultants & Subcontracts		\$55,540.00			80% State, 20% LCSWMA

**Term of Contract:** 2018 Grant, disbursements complete by end of 2019

**Budget Comments:** No costs to be incurred by County, LCSWMA will fund 100% of expenditures not covered by the grant.

**Program Information/Description of Service:**

in an effort to increase recycling and divert material from landfill, LCSWMA is undergoing a Waste-Characterization Study (WCS) for Construction & Demolition (C&D) material delivered to the LCSWMA landfill. The purpose of the WCS is to characterize the components of the C&D waste streams within LCSWMA's system. LCSWMA will utilize the results of this study to aid in development of a business model to analyze and determine the best path forward to divert C&D material from the landfill.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source
3	N	Contract awardee provided superior project plan vs. other bidders.	N	80% 901 DEP Grant 20% LCSWMA

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

**Date you would like the County Commissioners'**

Wednesday, May 15

**To take official action on this item?:**

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Erin Saylor, Director of Business

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

Erin Saylor, Director of Business

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.**

**RESOLUTION NO. 32 OF 2019**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_;

**WHEREAS**, on December 20, 2017, the Penn Manor School District purchased property located at 66 East Cottage Avenue, Millersville, Pennsylvania and ownership was transferred effective January 2, 2018; and

**WHEREAS**, Penn Manor School District had not applied for 2018 tax exemption because it was their understanding this would had been handled at the time of closing; and

**WHEREAS**, Penn Manor School District has requested exoneration approval from the County of Lancaster on this property for 2018 County taxes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA** to approve the exoneration request of Penn Manor School District for the forgiveness of the 2018 County real estate taxes in the penalty amount of \$506.25 for the 66 East Cottage Avenue property, Millersville, Pennsylvania, Tax Account No. 440-88804-0-0000.

Adopted this 15<sup>th</sup> day of May by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

\_\_\_\_\_  
Joshua G. Parsons, Chairman

\_\_\_\_\_  
Lawrence M. George, Chief Clerk  
County of Lancaster, PA  
Date: May 15, 2019

\_\_\_\_\_  
Dennis P. Stuckey, Vice Chairman

\_\_\_\_\_  
Craig E. Lehman

**Board of Commissioners of  
Lancaster County, Pennsylvania**

5/15/19

**BOROUGH OF MILLERSVILLE**

**DANIEL P. OSTROWSKI,**  
*Council President*  
**RICHARD M. MORIARTY,**  
*Mayor*  
**JOHN D. ROCHAT,**  
*Borough Manager*



**BOROUGH HALL:**  
100 MUNICIPAL DRIVE  
MILLERSVILLE, PA 17551  
(717) 872-4645  
FAX: (717) 872-1895  
MILLERSVILLEBOROUGH.ORG

April 24, 2019

Business Manager Chris Johnston  
Penn Manor School District  
Post Office Box 1001  
Millersville, Pennsylvania 17551-0301

Ref: Penn Manor School District  
440-88804-0-0000 2018 Tax

Dear Chris:

The Borough has reviewed the circumstances surrounding Penn Manor School District's purchase of 66 East Cottage Avenue. The School District purchased the property in December 2017. Ownership changed at the Lancaster County Recorder of Deeds January 2, 2018, and normally takes about thirty days until the Assessment Office gets the name changes updated. However, the 2018 tax bills were mailed out before the name changes took effect, and thus the 2018 tax bills went to the previous owner. It is our understanding that School District never applied for a 2018 exemption as it was their understanding this would have been handled at the closing.

Per your letter dated March 29<sup>th</sup>, Penn Manor School District petitioned Millersville Borough for forgiveness of the 2018 taxes due for the above listed property. I wanted to inform you that Millersville Borough Council voted last night, at their Regular monthly Council meeting, to exonerate Penn Manor School District from the 2018 taxes owed for 66 East Cottage Avenue, parcel number 440-88804-0-0000.

If you have any questions or if you need any additional information, please do not hesitate to contact me.

Sincerely,

John D. Rochat  
Police Chief and Acting Borough Manager

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Lancaster County Court of Common Pleas, to approve the following:

**Divorce Master Agreement With:**

Catherine Roland, Esquire  
Lancaster, Pennsylvania

**Purpose:**

To conduct conferences and hearings and make recommendations in contested divorce cases in accordance with State and Local Rules and statutes.

To provide divorce master services as referenced above by being assigned cases by the Court on a rotation basis, and in accordance with the agreed upon schedule with Court Administration, as Motions for Appointment of Divorce Master are received by the County.

**Amount:**

Compensation at a rate set forth by Administrative Order issued by the President Judge.

**Term:**

Effective May 15, 2019 and terminating upon order of the Court.

5/15/19



This completed document must be submitted to the Chief Clerk by **9:00 am** the **Wednesday** prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Mark Dalton, District Court Administrator  
 Department: Court Administration  
 Date: May 7, 2019

**Board Action Requested:**

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

Approval of Court Appointed Counsel agreement for the replacement of a vacated Divorce Master appointment.

**Provider Information: (Name, Address):**

Catherine Roland, Esquire  
Lancaster, PA

**Proposed Program Budget Information:**

Service	2019/2020 Amount to be Approved	2018/2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** Indefinite until vacated per court order.

**Budget Comments:** Funding Source: Court General Fund B1113 Legal Services  
Affordability: Sufficiently within the Court's 2019 budget

**Program Information/Description of Service:**

Attorney provides services to the Court by conducting conferences and/or hearings and making recommendations in accordance with State and Local Rules and statutes

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**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

**Date you would like the County Commissioners'**

**To take official action on this item?:**

May 15, 2019

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Mark Dalton, District Court Administrator  
Annie Flaud, Assistant Court Administrator

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

Annie Flaud, Assistant Court Administrator

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of Behavioral Health/Developmental Services (BH/DS), to approve the following:

1. **Agreement With:** Arch Street Center, Inc.  
Lancaster, Pennsylvania

**Purpose:** To provide social rehabilitation services in a drop-in center atmosphere for adults being served by Lancaster County Mental Health.

**Amount/Term:** Not to exceed \$182,553.00 for Fiscal Year 2019-2020.
2. **Agreement With:** Bentley, Gibson, Kopecki, Smith, P.C.  
Wyomissing, Pennsylvania

**Purpose:** To provide emergency mental health hearings for individuals being served by Lancaster County Mental Health.

**Amount/Term:** Not to exceed \$32,300.00, plus mileage reimbursement at the prevailing U.S. General Service Administration rate currently at \$0.58 for Fiscal Year 2019-2020.
3. **Agreement With:** Goodwill Keystone Area  
Harrisburg, Pennsylvania

**Purpose:** To provide supported employment to adults with serious mental illness being served by Lancaster County Mental Health.

**Amount/Term:** Not to exceed \$209,760.00 for Fiscal Year 2019-2020.
4. **Agreement With:** Recovery InSight, Inc.  
Lancaster, Pennsylvania

**Purpose:** To provide peer support services to individuals being served by Lancaster County Mental Health.

**Amount/Term:** Not to exceed \$109,670.00 for Fiscal Year 2019-2020.
5. **Agreement With:** Behavioral Healthcare Corporation  
Lancaster, Pennsylvania

**Purpose:** To provide evaluation, treatment planning and implementation of goal-oriented treatment, including mobile therapy, nursing, social rehabilitation and psychiatric medical care services in the consumer's place of residence for individuals being served by Lancaster County Mental Health.

**Amount/Term:** Not to exceed \$330,077.00 for Fiscal Year 2019-2020.

# REQUEST SUMMARY

## ITEMS FOR COMMISSIONERS' AGENDA ON MAY 15, 2019

from

### LANCASTER COUNTY BEHAVIORAL HEALTH/DEVELOPMENTAL SERVICES

Item #	Unit	Name of Contract Provider	Term	Budget Amount Being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1	MH	Arch Street Center, Inc.	07/01/19 – 06/30/20	\$182,553.00	-0-	Provides social rehabilitation services in a drop-in center atmosphere for adults who are being served by Lancaster County Mental Health.	N/A
2	MH	Bentley, Gibson, Kopecki, Smith, PC.	07/01/19 – 06/30/20	\$ 32,300.00	-0-	Provides emergency mental health hearings for individuals being served by Lancaster County Mental Health.	Mileage will be reimbursed at the prevailing US General Services Administration (GSA) rate; currently \$0.58 effective 01/01/19.
3	MH	Goodwill Keystone Area	07/01/19 – 06/30/20	\$209,760.00	15.80% Decrease	Provides supported employment to adults with serious mental illness being served by Lancaster County Mental Health.	N/A
4	MH	Recovery InSight, Inc.	07/01/19 – 06/30/20	\$109,670.00	-0-	Provides peer support services to individuals being served by Lancaster County Mental Health.	N/A

5	MH	Behavioral Healthcare Corporation	07/01/19 – 06/30/20	\$330,077.00	-0-	<p>Provides evaluation, treatment planning and implementation of goal-oriented treatment. Services provided in the mental health consumer's place of residence unless otherwise clinically indicated. Psychiatric Nursing provides psychiatric medical care to consumers in their homes. This service helps prevent both local and state hospitalizations. This service is for individuals being served by Lancaster County Mental Health.</p>	
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On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of Facilities Management, to approve the following:

**Lease/Purchase Agreement With:**

Whitmoyer Ford  
Mount Joy, Pennsylvania

**Purpose:**

To lease the following vehicle for a period of five years which will replace an existing truck:

2019 Ford F250 Styleside Pickup with a snow plow and salt spreader

**Amount:**

\$42,458.53 under State Purchasing Contract.

**Term:**

The County will own the vehicle following the five-year lease period depending on the usability of the vehicle going forward.

**This completed document must be submitted to the Chief Clerk by 9:00 am the  
Wednesday prior to the County Commissioners' Work Session and Commissioners'  
Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Charles Douts  
 Department: Facilities Management  
 Date: May 7, 2019

**Board Action Requested:** Vehicle lease agreement to replace one truck  
 (Specify Agreement, Amended Agreement, Grant App.,  
 Change Order, Bid Award etc.)

**Provider Information: (Name, Address):**  
 Whitmoyer Ford  
 1001 E. Main St.  
 Mount Joy, Pa

**Proposed Program Budget Information:**

Service	2019 Amount to be Approved	2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** \_\_\_\_\_  
**Budget Comments:** \_\_\_\_\_

**Program Information:**  
 Per the 2019 Budget, the Facilities Management Department will be trading in a 2003 GMC Sierra and leasing a 2019 Ford F250 with a snow plow and salt spreader. The lease purchase is based on State contract purchasing and lease financing by Santander Bank. The purchase price of the truck is \$44,958.53 less \$2,500 for the trade-in with lease balance of \$42,458.53.

**Complete sections pertaining to bid awards and Request for Proposals**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

May 15, 2019

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**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Charles Douts, Jr, Director, Facilities Management Department.

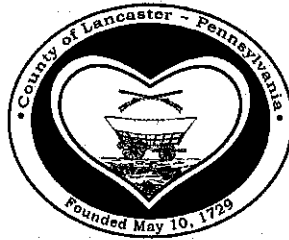




# LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, May 15, 2019

9:15 a.m. – Conference Room #701, 7<sup>th</sup> Floor



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Joshua G. Parsons.
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of the May 8, 2019 Commissioners' Meeting Minutes.
4. Old Business:

a. **Re-announcements:**

- (1) There is no Work Session scheduled for Tuesday, May 21, 2019, and there is no Commissioners' Meeting scheduled for Wednesday, May 22, 2019.
- (2) The County of Lancaster will conduct public hearings to discuss the County's proposed Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020 on the following dates:
  - Thursday, May 23, 2019 at 3:00 p.m., Room 701, 150 North Queen Street, Lancaster;
  - Tuesday, May 28, 2019 at 6:00 p.m., Public Safety Training Center, 101 Champ Boulevard, Manheim;
  - Monday, June 3, 2019 at 3:00 p.m., Room 701, 150 North Queen Street, Lancaster;
  - Wednesday, June 5, 2019 at 9:15 a.m. during the County Commissioners' Meeting, Room 701, 150 North Queen Street, Lancaster, at which time the Board of Commissioners will consider the adoption of the Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020.

The block grant encompasses mental health and intellectual disabilities base funds, Act 152 drug and alcohol funds, behavioral health services initiative funds, Human Services Development Fund, and homeless assistance funding. Public participation is invited.

"continued"

**County Commissioners' Meeting**

**Wednesday, May 15, 2019**

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5. New Business:

a. **Announcements:**

(1) The Board of Commissioners will hold a public hearing on June 4, 2019 at 7:00 p.m. at the Mount Joy Township Office, 8853 Elizabethtown Road, Elizabethtown, Pennsylvania. The purpose of the hearing is the propose closure and elimination of the Little Chiques #1 Bridge on Cloverleaf Road in Mount Joy and Rapho Townships. Public participation is invited.

(2) An evening Commissioners' Meeting is scheduled on Wednesday, June 12, 2019 at 7:00 p.m. at East Drumore Township Municipal Building, 925 Robert Fulton Highway, Quarryville, Pennsylvania. There will be no Commissioners' Meeting held on Wednesday morning, June 12, 2019 at 9:15 a.m.

b. **Resolution No. 32 of 2019 – Penn Manor School District Exoneration Request**

Chris Johnston, Business Manager, Penn Manor School District

Becky Gianopoulos, Office Manager, Property Assessment

c. **Lancaster County Solid Waste Management Authority – Grant Agreement**

Erin Saylor, Director of Business, Lancaster County Solid Waste Management Authority

d. **Court Administration – Divorce Master Agreement**

Annie Flaud, Assistant Court Administrator, Court Administration

e. **Behavioral Health/Developmental Services - Agreements**

Judith Erb, Executive Director, Behavioral Health/Developmental Services, or

John Stygler, Director of Administration, Behavioral Health/Developmental Services

f. **Facilities Management – Lease/Purchase Agreement**

Charles Douts, Director, Facilities Management

6. Business from Guests

7. Adjourn

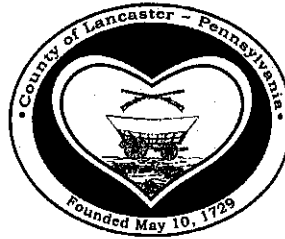
**Note:** *The Commissioners' Meeting is being video recorded for public viewing and is available on the County's website. We ask that attendees speak into the microphone at the podium for audio recording purposes.*

**LANCASTER COUNTY ELECTION BOARD**

**AGENDA**

**May 17, 2019**

**Conference Room #701, 7<sup>th</sup> Floor**



1. Meeting Called to Order:
2. Minutes as Distributed:                      Approval of the April 10, 2019 Election Board Minutes. Postpone approval of the April 17, 2019 Election Board Minutes.
3. Old Business:
4. New Business:
  - a. **Resolution No. 7 of 2019 – Election Board Appointments for May 21, 2019 Municipal Primary**  
Randall Wenger, Chief Clerk/Registrar, Board of Elections
5. Business from Guests
6. Adjourn

## **ELECTION BOARD RESOLUTION NO. 7 OF 2019**

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_;

**WHEREAS**, There are vacancies on various election boards in a number of election districts in Lancaster County which remain unfilled; and

**WHEREAS**, Section 405 of the Pennsylvania Election Code authorizes the County Board of Elections to appoint qualified electors who have been trained by the County to perform the duties of election officers to fill vacancies on election boards that occur within five days of the date of any election; and

**WHEREAS**, The Board of Elections has a pool of qualified electors who have been trained by the County to perform the duties of election officers and are willing to serve at the Municipal Primary to be held on May 21, 2019, and desires to make the authorized appointments; and

**WHEREAS**, Section 404 of the Election Code authorizes the County Board of Elections to appoint a qualified registered elector from the county to serve as a machine inspector in any election district in which more than one voting machine is utilized; and

**WHEREAS**, There are a number of election districts in Lancaster County in which multiple voting machines are used; and

**WHEREAS**, The Board of Elections desires to appoint qualified registered electors as machine inspectors in those districts in which multiple voting machines are used.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ELECTIONS OF LANCASTER COUNTY PENNSYLVANIA**, as follows:

1. Pursuant to Section 405 of the Election Code, the Board appoints the persons identified in Exhibit "A" attached to this Resolution to fill vacancies in the various election boards as more fully set forth in the Exhibit. The appointments shall be valid only for May 21, 2019, the day of the Municipal Primary. Any election board position filled by appointment herein shall be deemed vacant as of the day following the Municipal Primary.
2. Pursuant to Section 404 of the Election Code, the Board appoints the persons identified in Exhibit "B" attached to this Resolution as machine inspectors in those election districts where multiple voting machines are utilized, as more fully set forth in Exhibit "B". The appointments shall be valid only for May 21, 2019, the day of the Municipal Primary.