

**ELECTION BOARD**  
**March 6, 2023**

**Present at the meeting were:** Larry Reisinger  
Shannon Hines  
David Lanza  
Bill Bunt

**Present from the Public via Phone/In Person:** Dana Cotton, Sarah Geesaman, Dr. Pat Gutheil, Dave Pundock, Faith Pundock

The Election Board met on Monday, March 6, 2023 at 11:00 a.m. The meeting was conducted virtually via WebEx video/telephone conference and in person in the Commissioners' Conference Room. The meeting was recorded by the County.

David Lanza made a motion to nominate Larry Reisinger as Chairman of the Election Board. Shannon Hines seconded the motion. All agreed. Motion carried.

Shannon Hines made a motion to nominate David Lanza as Vice Chairman of the Election Board. David Lanza seconded the motion. All agreed. Motion carried.

David Lanza made a motion to nominate Shannon Hines as Secretary of the Election Board. Larry Reisinger seconded the motion. All agreed. Motion carried.

**Public Comments:** Dana Cotton asked why a Right to Know request needed to be filed to view petitions. She also questioned if anyone from the public can obtain copies of the records and she asked if the charge of \$0.25 per page was a nominal fee. Ms. Cotton further asked if a person can bring their own copier or scanner instead of getting copies. Lastly, she questioned how challenges are being handled.

**Approval of the Minutes:** Shannon Hines made a motion to approve the minutes from the November 7, 2022 meeting. David Lanza seconded the motion. All agreed. Motion carried.

**Meeting Business:** Sarah Geesaman, Director of Election/Voter Registration provided the following updates:

- There were no polling location changes for 2023
- Training for the Judge of Elections in each precinct was scheduled for April 4 at 9:00 a.m. and April 5 at 6:30 p.m. in the Freedom Building.
- Equipment pick-up will occur on May 15 beginning at 8:30 a.m. until 7:00 p.m.
- Ballot drop boxes will be placed in the Commissioners waiting area and in the waiting area of the Freedom Building.
- All notices have been sent to the local newspapers and on the County website as needed.
- Petitions can be viewed in the Freedom Building under the supervision of an Election staff member.
- As of Friday, March 3<sup>rd</sup>, 1,378 mail-in applications had been received and 59 absentee applications.

Solicitor Bunt said that a letter had been received from the House of Representatives asking for information. He said the statute states that Act 88 information must be provided to the Department of State. He commented that he recommends that the County respond in the way the statute requires. Discussion occurred regarding the request from the House of Representatives.

David Lanza made a motion that the Election Office not respond to the House of Representative request for the time being. Shannon Hines seconded the motion. All agreed. Motion carried.

Solicitor Bunt said that the most recent decision states that a date must be on mail-in/absentee ballot envelopes. He commented that no date range had been provided like last year, but recommended that the County accept dates from the date ballots were mailed out up until the date they can be returned. He said further guidance may come out closer to election day.

Shannon Hines said that future meeting dates need to be determined so that they can be advertised accordingly. She recommended the following scheduled of meetings:

- 5/22/2023 at 11:00 a.m.
- 5/19/2023 – Final Count beginning at 9:00 a.m.
- 5/16/2023 – Election Day beginning at 7:00 a.m.
- 5/15/2023 at 11:00 a.m.
- 5/8/2023 at 11:00 a.m.
- 5/1/2023 at 11:00 a.m.
- 4/17/2023 at 11:00 a.m.
- 4/3/2023 at 11:00 a.m.
- 3/27/2023 at 11:00 a.m.

David Lanza made a motion to hold Election Board meetings on Monday at 11:00 a.m. as proposed, in the Commissioners Meeting Room. He amended his motion to include the meetings on 5/16/2023 and 5/19/2023. Shannon Hines seconded the amended motion. All agreed. Motion carried.

Shannon Hines said the Election Office had received a request from the PA Liquor Control Board asking if questions pertaining to their department would be included on the primary ballots. The Board discussed responding to the State agency and the fact that currently there were no questions pertaining to the request on any municipal ballots.

Shannon Hines made a motion to respond to the PA Liquor Control Board's request after determining the deadline in which questions are added to the ballots. David Lanza seconded the motion. All agreed. Motion carried.

The Board discussed the request to use a scanner instead of paying for copies of records. David Lanza said he is concerned that scanning will be time consuming and he is concerned about security. Dana Cotton showed the Board the small scanner she uses to scan records and said PA Department of Environmental Protection allows this. She also said it takes approximately 5 seconds to scan a page. Solicitor Bunt stated that Right to Know requests are provided electronically. Shannon Hines stated that technology has changed since the statute was created and said it is no different than providing a copy and it is scanned by the person who received it outside the Election Office.

Shannon Hines made a motion to allow scanning under the supervision of Election/Voter Registration staff. The motion died for lack of a second.

Commissioner Reisinger said that copies will be the only way to obtain Election documents.

David Lanza said that he thinks objections are filed by the court to be decided by a judge. Solicitor Bunt said he would research this and get back to the Board.

**Public Comments:** Dana Cotton asked if sample ballots will be available for public viewing. She also questioned if the issue with mail-in ballots being sent to a voting address instead of a mailing address had been addressed. She suggested that the date line on the mail-in/absentee ballot envelopes say “today’s date.” Ms. Cotton asked if the Election Board meetings will continue to be virtual. Lastly, she questioned if party representatives will be needed on election night.

David Lanza made a motion to adjourn the meeting at 11:50 a.m. Shannon Hines seconded the motion. All agreed. Motion carried.