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County of LUZERNE
P E N N S Y L V A N I A
ESTABLISHED 1786


THOMAS A. PRIBULA
Interim County Manager

COLETTE CHECK
Interim Clerk to Council

JOAN PUSATERI
Chief of Budget and Finance

DATE: January 11, 2012

TO: William Lisman, Deputy Coroner
Joan Hoggarth, Deputy Recorder of Deeds
Thomas Pizano, Deputy Clerk of Courts

FROM: Thomas Pribula, Interim County Manager 

RE: **Acting Office Head**

As you know, the Home Rule Charter has eliminated the elected individuals holding the office of Coroner, Recorder of Deeds and Clerk of Courts.

As per our individual meeting on this subject, I hereby authorize you to serve as Acting Head of your respective office until further notice, but not to exceed six (6) months, effective January 3, 2012.

Until such time as Judicial Services/Records Division Director is appointed, you will report directly to me.

Please let me know immediately of any legal requirements necessary to affect your authority as Acting Office Head.

Thank you for your cooperation and assistance in providing services to the citizens of Luzerne County.

/m

cc: Luzerne County Council
Honorable Thomas F. Burke, President Judge
Michael Shucosky, Deputy Court Administrator
Andrew D. Check, Director of Human Resources
IT Department for Posting