

## NOTICE

to ALL PARTICIPANTS IN THE LUZERNE COUNTY EMPLOYEES' RETIREMENT SYSTEM:

**THE NEWLY RECONSTITUTED RETIREMENT BOARD REQUIRES A REPRESENTATIVE SELECTED BY THE PARTICIPANTS IN THE LUZERNE COUNTY EMPLOYEES' RETIREMENT SYSTEM. PLEASE READ THE PROCEDURE BELOW AND ACTIVELY PARTICIPATE IN NOMINATING AND SELECTING YOUR REPRESENTATIVE, WHO WILL BE APPOINTED FOR A 4 YEAR TERM.**

### **ELECTION PROCEDURE FOR RETIREMENT BOARD REPRESENTATIVE**

1. A notice shall be mailed to all participants in the Luzerne County Employees' Retirement System (LCERS) and placed in the newspapers with general circulation directing all participants in the Luzerne County Employees' Retirement System to **submit nominations for their representative on the newly reconstituted Retirement Board no later than 4 PM on January 31, 2012 by email or in writing, postmarked by January 31, 2012, to:**

***Richard R. Hummer, Pension Coordinator***

20 North Pennsylvania Blvd.

Suite 213

Wilkes-Barre, PA 18701

**Phone:** (570) 825-1628

**Fax:** (570) 825-5118

**Email:** [Rick.Hummer@luzernecounty.org](mailto:Rick.Hummer@luzernecounty.org)

Information on the nomination and election process shall also be available on the **Luzerne County website**. Notices of the nomination and election process shall also be posted in every County worksite - i.e., wherever OSHA or other government-required notices are required to be posted.

2. Nominations shall be accepted from all eligible participants in the LCERS. Individuals receiving 2 or more nominations shall be placed on the ballot for consideration as the elected representative.
3. The names of nominees shall be published on the County website from February 3, 2012 to February 15, 2012 and posted in county worksites during the same period of time.
4. Voting shall take place during the hours of 9:00 AM to 4:30 PM on Wednesday, February 15, 2012, in the Office of the Pension Coordinator, 20 North Pennsylvania Blvd., Suite 213, Wilkes-Barre, PA 18701. The Election Bureau shall provide 2 machines to facilitate the election. Eligible Retirement System participants may request absentee ballots from the Office of the Pension Coordinator which must be received in the Office of the Pension Coordinator no later than 4:30 PM on Wednesday, February 15, 2012. Absentee ballots shall be counted at the conclusion of the election in the presence of interested citizens.
5. Votes shall be tallied and the results reported to the Luzerne County Council Chair immediately. The nominee receiving the highest number of votes shall be confirmed as the Elected Representative at the next meeting of the Luzerne County Council.

**Please submit your nomination no later than 4 PM on January 31, 2012 by email or in writing, postmarked by January 31, 2012, to:**

***Richard R. Hummer, Pension Coordinator***

20 North Pennsylvania Blvd. Suite 213

Wilkes-Barre, PA 18701

**Phone:** (570) 825-1628 **Fax:** (570) 825-5118

**Email:** [Rick.Hummer@luzernecounty.org](mailto:Rick.Hummer@luzernecounty.org)