

December 30, 2011

Ms. Colette Check
116 Doran Drive
Trucksville, PA 18708

Re: Letter of Intent - Interim Clerk to County Council

Dear Ms. Check:

As you know, the Luzerne County Home Rule Charter ("Charter") was approved by the voters of Luzerne County on November 2, 2010. The effective date for the new form of government in Luzerne County provided for in the Charter is Monday, January 2, 2012.

Consistent with Section 12.06 of the Charter, the County Council may appoint a Clerk of County Council on an interim basis which requires a resolution adopted by affirmative vote of a majority of County Council's current members.

Below are the basic terms by which the County Council will employ you as Interim Clerk. The terms are, however, negotiable and will be incorporated into a formal agreement to be negotiated by the parties. The basic terms are as follows:

1. Interim Clerk to County Council: Colette Check;
2. Salary : \$35,000.00;
- 3: Status: Current County Employee;
4. Benefits: Same or comparable to other County employees;
5. Future County Employment: Opportunity to apply for permanent Clerk to County Council position and opportunity to apply for other County employment opportunities if and as available.

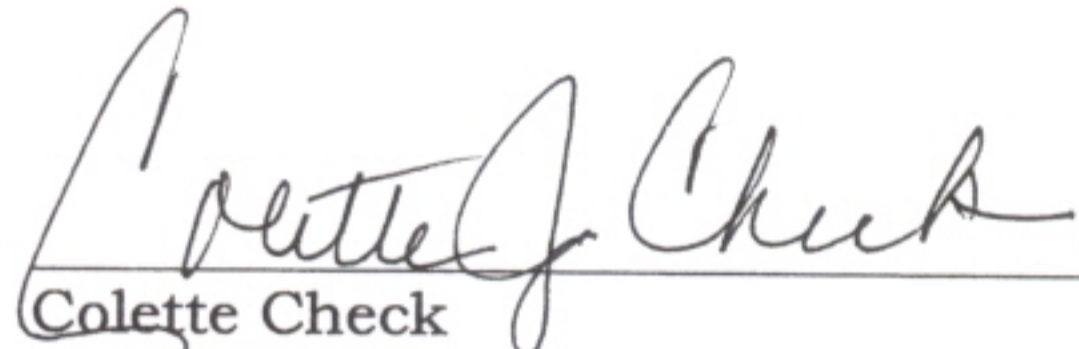
County Council adopting an appropriate resolution naming you as Interim Clerk, upon execution of a negotiated employment agreement between you and the County Council and is further conditioned upon all background checks and clearances having been completed to the satisfaction of the County Council.

LUZERNE COUNTY COUNCIL

BY: _____


Chairman

I agree to the basic terms outlined above in this letter of intent and agree to serve as Interim Clerk to County Council on that basis.


Colette Check

JJM/rk