

RESOLUTION R-2022-1
LUZERNE COUNTY BOARD OF ELECTIONS AND REGISTRATION

*A Resolution of the Luzerne County Board of Elections Securing the Drop Boxes For The
November 8, 2022 General Election*

WHEREAS, the Luzerne County Home Rule Charter, Section 8.04 (A) Home Rule Charter, created a reconstituted Board of Elections and Registration; and

WHEREAS, the Board of Elections and Registration voted to allow the use of drop boxes in the November 8, 2022 General Election; and

WHEREAS the Board of Elections and Registration is committed to securing the drop boxes for the voters of Luzerne County; and

WHEREAS, the Commonwealth of Pennsylvania Department of State issued the following Guidance (August 19, 2020) regarding the security of drop boxes:

2.5 SECURITY

County boards of election must ensure the following when establishing ballot return sites:

- Only personnel authorized by the county board of elections should have access to the ballots inside of a drop-box.
- Drop-boxes should be secured in a manner to prevent their unauthorized removal.
- All drop-boxes should be secured by a lock and sealed with a tamper-evident seal. Only authorized election officials designated by the county board of elections may access the keys and/or combination of the lock.
- Drop-boxes should be securely fastened in a manner as to prevent moving or tampering, such as fastening the drop-box to concrete or an immovable object.
- During the hours when the staffed return site is closed or staff is unavailable, the drop-box should be placed in a secure area that is inaccessible to the public and/or otherwise safeguarded.
- The county boards of election should ensure adequate lighting is provided at all ballot return sites when the site is in use.
- When feasible, ballot return sites should be monitored by a video security surveillance system, or an internal camera that can capture digital images and/or video. A video security surveillance system can include existing systems on county, city, municipal, or private buildings. Video surveillance should be retained by the county election office through 60 days following the deadline to certify the election.
- To prevent physical damage and unauthorized entry, the drop-box at a ballot return site located outdoors should be constructed of durable material able to withstand vandalism, removal, and inclement weather; and

WHEREAS, the Luzerne County Bureau of Elections will ensure that the security of the drop boxes in accordance with the DOS Guidance and this Resolution of the Board of Elections and Registration; and

WHEREAS, the drop box locations will provide the Luzerne County Bureau of Elections all footage on a USB-based backup device, provided by the Luzerne County Bureau of Elections, for the entire period in which the drop box is being utilized in the location. This will be done by exporting the footage contemporaneously with the removal of the drop boxes. The footage shall be exported in mp4 format and provided to the Sheriff who picks up the drop box. Footage that is given to the Luzerne County Bureau of Elections by the drop box locations will be reflective of the 24/7 surveillance that covers the drop box on the premises.

WHEREAS, the security surveillance will be in place at the drop box locations and confirmed to be in working order prior to placement of Drop Boxes; and

NOW, THEREFORE, BE IT RESOLVED, the security of Luzerne County elections is of primary importance to the Luzerne County Election Board and Registration; and

This Resolution shall become effective upon adoption.

ADOPTED at a meeting of Luzerne County Election Board and Registration held on September 21, 2022.

ROLL CALL VOTE (3-2)

YES: Schramm, Serniak, Williams

NO: Fusaro, Mangan

LUZERNE COUNTY BOARD OF
ELECTIONS AND REGISTRATION

By: Denise Williams
Denise Williams, Chair

James F. Mangan, Jr. (Voted 150)
James F. Mangan, Jr. Vice-Chair

ATTEST: Beth McBride
Beth McBride, Clerk of Elections
Board and Registration

Brian A. Suel
Acting County Manager