

**BERKS COUNTY BOARD OF ELECTIONS  
MEETING MINUTES  
July 13, 2023 – 12:15 P.M.**

Lucine Sihelnik, Chair – not present  
Honorable James E. Gavin, Vice Chair  
Honorable Jill Gehman Koestel  
Anne Norton, Chief Clerk  
Christine M. Sadler, County Solicitor – not present  
Cody L. Kauffman, First Assistant County Solicitor

**CALL TO ORDER:** 12:15 P.M.

**APPROVAL OF THE MINUTES**

On the motion of Judge Koestel, seconded by Judge Gavin the Board approved the minutes for the June 5, 2023 meeting as presented.

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**Agenda Items**

**1. Authorize execution of the Survey of Polling place Accessibility for the Elderly and Persons with a Disability to the Department of State.**

Ms. Norton explained that there is an annual requirement that the County provide the Department of State with a listing of how many polling locations were classified as accessible, modified to be accessible and inaccessible. All of Berk County's polling locations were accessible or modified to be accessible for the 2023 Municipal Primary.

On the motion of Judge Koestel, seconded by Judge Gavin, the Board authorized the executive of the survey of polling place accessibility for the elderly and persons with a disability to the Department of State.

**2. Review and approve the placement of a referendum for the City of Reading:**

On the motion of Judge Koestel, seconded by Judge Gavin, the Board approved that the referendum question, as noted in Bill No. 64-2023, be placed on the 2023 Municipal Election ballot for City of Reading voters.

**Bill No. 64-2023** – An ordinance directing the Berks County Board of Elections to place a referendum question before the City voters on the 2023 Municipal Election Ballot which would amend the City of Reading Home Rule Charter by eliminating the requirement for the City's Public Works Director to be an Engineer.

**Election Director's Report**

Ms. Norton noted that inactive notices were sent out to affected voters to clean up Election Services' records and keep voter rolls current. The Elections staff has also

been holding weekly training sessions to review the Election Code and office policies and procedures.

She said that Election Systems and Software completed the upgrade for the voting machines. The update includes the ability to program the ballot marking machines so that the candidate boxes no longer have the small box in the upper left corner that was causing voter confusion during the 2022 General Election.

**Public Comment**

Jeffrey Wolfe, of Brecknock Township, remarked on the recount petitions that were filed during the 2022 General Election and said he was glad to hear the small box would be removed from the voting machines. He also gave recommendations to the Board about ways to conduct and archive Election Board meetings.

**Adjournment:** On the motion of Judge Koestel, seconded by Judge Gavin the meeting was adjourned at 12:25 p.m.