

**BERKS COUNTY BOARD OF ELECTIONS
MEETING MINUTES
March 6, 2025 – 11:00 A.M.**

Michael S. Rivera, Chair
Christian Y. Leinbach, Vice Chair
Dante Santoni, Jr., Commissioner
Anne Norton, Chief Clerk
Christine M. Sadler, County Solicitor – not present
Cody L. Kauffman, First Assistant County Solicitor

CALL TO ORDER: 11:00 a.m.

APPROVAL OF THE MINUTES

The Board approved the minutes for the February 20, 2025, Election Board meeting as presented.

PUBLIC COMMENT ON AGENDA ITEMS

Jeffrey Wolfe, Brecknock Township, shared his recommendations and opinions regarding the training of the poll workers who check in voters on Election Day. He said he was concerned the poll workers were allowing voters to see how their signatures appeared in the poll book. He also claimed the poll workers failed to audibly announce the voters' names as they were checked in. He suggested having poll workers practice saying names out loud during trainings.

Agenda Items

1. Poll Worker Training and Poll Worker Pay

Ms. Norton said the training schedule and pay rates were the same as prior elections, with all poll workers receiving \$200, the maximum allowed per the election code, for working on Election Day. She said Judges of Election and interpreters receive \$55 for training and all other poll workers receive \$30.

On the motion of Commissioner Santoni, seconded by Commissioner Leinbach, the Board approved the poll worker training schedule and compensation rates for the May 20, 2025, Municipal Primary.

2. PA Liquor Control Board Questionnaire

Ms. Norton noted that there are no referendum questions set to appear on the 2025 Municipal Primary ballot in Berks County related to retail liquor licenses, retail dispenser licenses, wholesale distributor licenses, or PA liquor stores.

On the motion of Commissioner Leinbach, seconded by Commissioner Santoni, the Board authorized Election Services to fill out and return the PA Liquor Control Board Questionnaire.

3. Proposed Ballot Drop Box Schedule

Ms. Norton explained that the drop box schedule was similar to what was followed during past elections. She said a notice will be included with the mail-in ballot packets with the locations and hours due to the drop box that had been at the Agricultural Center moving to the Reading Regional Airport.

On the motion of Commissioner Santoni, seconded by Commissioner Leinbach, the Board approved the Ballot Drop Box Schedule for the 2025 Municipal Primary, as follows:

DROP BOX SCHEDULE	
Locations: Services Center, South Campus and Reading Regional Airport	
MAY 20, 2025 – MUNICIPAL PRIMARY	
DATE	HOURS
MONDAY - 5/5/25	8 AM - 5 PM
TUESDAY - 5/6/25	8 AM - 5 PM
WEDNESDAY - 5/7/25	8 AM - 5 PM
THURSDAY - 5/8/25	8 AM - 5 PM
FRIDAY - 5/9/25	8 AM - 5 PM
MONDAY - 5/12/25	8 AM - 5 PM
TUESDAY - 5/13/25	8 AM - 5 PM
WEDNESDAY - 5/14/25	8 AM - 5 PM
THURSDAY - 5/15/25	8 AM - 5 PM
FRIDAY - 5/16/25	8 AM - 5 PM
SATURDAY - 5/17/25	8 AM - 1 PM
SUNDAY - 5/18/25	12 PM - 4 PM
MONDAY - 5/19/25	8 AM - 6 PM
TUESDAY - 5/20/25	7 AM - 8 PM

Election Director’s Report

Ms. Norton shared that the Election Services office was in the middle of the nomination petition period for potential candidates and had received close to 200 petitions thus far. She noted that the nomination petitions period ends on Tuesday, March 11 at 5 p.m.

She said the elections staff was also working on processing permanent mail-in and absentee ballot applications. She said roughly 4,800 applications had been processed to date.

General Comments from the Board regarding current election-related issues

None.

Public Comment

None.

ADJOURNMENT 11:11 a.m.

Respectfully Submitted,


Anne Norton, Chief Clerk

