

LM 7/28/2021  
RAM

**THE COUNTY OF DAUPHIN  
COMMONWEALTH OF PENNSYLVANIA**

**Resolution No. 18-2021**

**A RESOLUTION DESIGNATING THE OPEN-RECORDS OFFICER  
FOR THE RIGHT-TO-KNOW LAW.**

WHEREAS, the County of Dauphin ("County"), Commonwealth of Pennsylvania, is a county of the third class governed under the County Code ("County Code"), Act of August 9, 1955, P.L. 323, No. 130, as amended, 16 P.S. § 101 *et seq.*; and

WHEREAS, under County Code, the Board of Commissioners ("Board") of the County is vested with the County's corporate power, 16 P.S. § 203; and

WHEREAS, under the County Code, the Board "may adopt resolutions . . . prescribing the manner in which the powers of the county shall be carried out and generally regulating the affairs of the county," 16 P.S. § 509 (a); and

WHEREAS, the County is a "local agency" for purposes of the Pennsylvania Right-to-Know Law; and

WHEREAS, as a local agency, the County may promulgate regulations and policies necessary to implement the Right-to-Know Law; and

WHEREAS, as a local agency, the County is required to designate an open-records officer who, among other matters, shall receive Right-to-Know requests, direct such requests to other appropriate persons, track the County's progress in responding to requests, and issue interim and final responses under the Right-to-Know Law; and

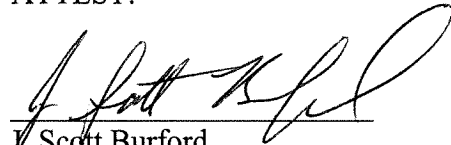
WHEREAS, the Board, as an exercise of the County's corporate power, wishes to adopt this Resolution so as to, (i) satisfy its duty to designate an open-records officer, and (ii) prescribe the manner in which such officer shall perform his functions.

NOW, THEREFORE, be it resolved by the Board as follows:

1. Stephen Libhart, the Deputy Chief Clerk/Chief of Staff, is hereby designated the County's open-records officer ("Officer").
2. All prior designations of open-records officer by the Commissioners are hereby rescinded.
3. The Officer shall have the authority to act on behalf of the County Commissioners with respect to the Right-to-Know Law.

4. The Officer shall, on a routine basis, report to the Board on his activities and findings under the Right-to-Know Law.
5. This Resolution was duly adopted by a motion of the Board.

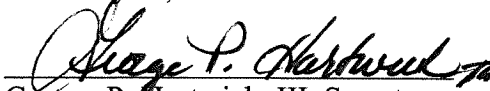
ATTEST:

  
\_\_\_\_\_  
J. Scott Burford  
Chief Clerk/Chief of Staff

COUNTY OF DAUPHIN  
BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Mike Pries, Chairman

  
\_\_\_\_\_  
Chad Saylor, Vice Chairman

  
\_\_\_\_\_  
George P. Hartwick, III, Secretary