

**TOWNSHIP OF CONESTOGA**

Lancaster County, Pennsylvania

**RESOLUTION NO. 2024-16**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF CONESTOGA TOWNSHIP TO APPOINT AN OPEN RECORDS OFFICER AND AN ALTERNATE OPEN RECORDS OFFICER FOR CONESTOGA TOWNSHIP

WHEREAS, the Board of Supervisors desires to appoint an Open Records Officer for the purpose of responding to request records under Pennsylvania’s Open Records Law and appoint an alternate to act in the absence of the Open Records Officer.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the Township of Conestoga, Lancaster County, Pennsylvania, as follows:

**Section 1. Appointment of Conestoga Township Open Records Officer**

The Board of Supervisors hereby appoints the Township Assistant Secretary, Michele Lovett as the Open Records Officer for the Conestoga Township.

**Section 2. Appointment of Conestoga Township Alternate Open Records Officer**

The Board of Supervisors hereby appoints the Board of Supervisor Chairman, Matthew Connelly as the Alternate Open Records Officer for the Conestoga Township.

DULY ADOPTED this 6<sup>th</sup> day of November 2024, by the Board of Supervisors of the Township of Conestoga, Lancaster County, Pennsylvania, in lawful session duly assembled.

TOWNSHIP OF CONESTOGA  
Lancaster County, Pennsylvania

Attest: Justin J. Eberhart  
Township Secretary

By: Matthew Connelly  
Chairman  
Board of Supervisors

[TOWNSHIP SEAL]