## Title 204—JUDICIAL SYSTEM GENERAL PROVISIONS

PART II. GENERAL ADMINISTRATION [ 204 PA. CODE CH. 29 ]

Prohibited Political Activity by Court-Appointed Employees; No. 500 Judicial Administration Doc.

#### Order

Per Curiam

And Now, this 8th day of August, 2018, the Court hereby vacates the Order dated November 24, 1998, No. 201 Judicial Administration Docket No. 1, regarding the prohibition against political activity by court-appointed employees. The Administrative Office of Pennsylvania Courts is directed to include revised guidelines as approved by the Court in the Code of Conduct for Employees of the Unified Judicial System.

It is Ordered pursuant to Article V, Section 10 of the Constitution of Pennsylvania that:

This Order shall be processed in accordance with Pa.R.J.A. No. 103(b), and shall be effective September 17, 2018.

#### Annex A

TITLE 204. JUDICIAL SYSTEM GENERAL PROVISIONS

PART II. GENERAL ADMINISTRATION CHAPTER 29. MISCELLANEOUS PROVISIONS

Subchapter M. [Vacated]

§§ 29.471—29.474. (Vacated).

[Pa.B. Doc. No. 18-1307. Filed for public inspection August 24, 2018, 9:00 a.m.]

# Title 231—RULES OF CIVIL PROCEDURE

PART I. GENERAL [ 231 PA. CODE CH. 1915 ]

Order Amending Rule 1915.11-1 and Adopting Rules 1915.22 and 1915.23 of the Rules of Civil Procedure; No. 684 Civil Procedural Rules Doc.

#### Order

Per Curiam

And Now, this 9th day of August, 2018, upon the recommendation of the Domestic Relations Procedural Rules Committee; the proposal having been published for public comment in the *Pennsylvania Bulletin*, 46 Pa.B. 6107 (October 1, 2016) and republished in the *Pennsylvania Bulletin*, 47 Pa.B. 2181 (April 15, 2017):

It is Ordered pursuant to Article V, Section 10 of the Constitution of Pennsylvania that Rule 1915.11-1 of the Pennsylvania Rules of Civil Procedure is amended and

Rules 1915.22 and 1915.23 of the Pennsylvania Rules of Civil Procedure are adopted in the following form.

This Order shall be processed in accordance with Pa.R.J.A. No. 103(b), and shall be effective on March 1, 2019

#### Annex A

## TITLE 231. RULES OF CIVIL PROCEDURE PART I. GENERAL

### CHAPTER 1915. ACTIONS FOR CUSTODY OF MINOR CHILDREN

Rule 1915.11-1. [ Elimination of Parenting Coordination. ] Parenting Coordination.

[Only judges may make decisions in child custody cases. Masters and hearing officers may make recommendations to the court. Courts shall not appoint any other individual to make decisions or recommendations or alter a custody order in child custody cases. Any order appointing a parenting coordinator shall be deemed vacated on the date this rule becomes effective. Local rules and administrative orders authorizing the appointment of parenting coordinators also shall be deemed vacated on the date this rule becomes effective.]

If a judicial district implements a parenting coordination program, the court shall maintain a roster of qualified individuals to serve as parenting coordinators and establish the hourly rate at which parenting coordinators shall be compensated. The parenting coordinator shall attempt to resolve issues arising out of the custody order by facilitating an agreement between the parties and, if unable to reach an agreement, recommend a resolution to the court.

- (a) Appointment of a Parenting Coordinator.
- (1) After a final custody order has been entered, a judge may appoint a parenting coordinator to resolve parenting issues in cases involving repeated or intractable conflict between the parties affecting implementation of the final custody order. A parenting coordinator should not be appointed in every case. The appointment may be made on the motion of a party or the court's motion.
- (2) Unless the parties consent and appropriate safety measures are in place to protect the participants, including the parenting coordinator and other third parties, a parenting coordinator shall not be appointed if:
- (i) the parties to the custody action have a protection from abuse order in effect;
- (ii) the court makes a finding that a party has been the victim of domestic violence perpetrated by a party to the custody action, either during the pendency of the custody action or within 36 months preceding the filing of the custody action; or
- (iii) the court makes a finding that a party to the custody action has been the victim of a personal injury crime, as defined in 23 Pa.C.S. § 3103, which was perpetrated by a party to the custody action.
- (iv) If a party objects to the appointment of a parenting coordinator based on an allegation that

- the party has been the victim of domestic violence perpetrated by a party to the custody action, the court shall have a hearing on the issue and may consider abuse occurring beyond the 36 months provided in subdivision (a)(2)(ii).
- (3) The appointment of a parenting coordinator shall be for a specified period, which shall not exceed 12 months. A party may petition the court for an extension of the appointment or the court in its discretion may extend the appointment for an additional period.
- (4) If the parenting coordinator seeks to withdraw from service in a case, the parenting coordinator shall petition the court and provide a copy of the petition to the parties or the parties' attorneys.
- (5) The parenting coordinator shall set forth in a separate written agreement with the parties:
  - (i) the amount of any retainer;
  - (ii) the hourly rate to be charged;
- (iii) the process for invoices and payment for services;
- (iv) information on the parenting coordination process; and
- (v) provide a signed copy of the agreement to the parties before initiating any services.
- Official Note: The parenting coordinator shall include in the parties' written agreement the hourly rate established by the judicial district.
  - (b) Qualifications of the Parenting Coordinator.
- (1) A parenting coordinator shall be licensed to practice in the Commonwealth of Pennsylvania as either an attorney or a mental health professional with a master's degree or higher. At a minimum, the parenting coordinator shall have:
- (i) practiced family law for five years or have five years of professional post-degree experience in psychiatry, psychology, counseling, family therapy, or other comparable behavioral or social science field; and
- (ii) specialized training by a provider approved or certified by the American Psychological Association, Pennsylvania Psychological Association, American Bar Association, Pennsylvania Bar Association, Pennsylvania Bar Institute, or American Academy of Matrimonial Lawyers. The training shall include:
- (A) five hours in the parenting coordination process;
  - (B) ten hours of family mediation;
- (C) five hours of training in domestic violence; and
- (D) in each two-year period after the initial appointment, ten continuing education credits on any topic related to parenting coordination with a minimum of two hours on domestic violence.
- (2) An attorney or a mental health professional seeking an appointment as a parenting coordinator:
- (i) shall sign an affidavit attesting that he or she has met the qualifications outlined in (b)(1);

(ii) shall submit the affidavit to the president judge or administrative judge of the judicial district where the parenting coordinator is seeking appointment; and

- (iii) after submission of the initial affidavit, a parenting coordinator shall submit a new affidavit every two years attesting that he or she continues to meet the qualifications for a parenting coordinator outlined in (b)(1).
- (c) Appointment Order. The parenting coordinator's authority as delineated in subdivision (d) shall be included in the order appointing the parenting coordinator, which shall be substantially in the form set forth in Pa.R.C.P. No. 1915.22.
- (d) Scope of Authority of the Parenting Coordinator. The parenting coordinator shall have the authority to recommend resolutions to the court on issues related to the custody order if the parties are unable to reach an agreement.
- (1) To implement the custody order and resolve related parenting issues about which the parties cannot agree, the parenting coordinator is authorized to recommend resolutions to the court about issues that include, but are not limited to:
- (i) places and conditions for custodial transitions between households;
- (ii) temporary variation from the custodial schedule for a special event or particular circumstance;
  - (iii) school issues, apart from school selection;
- (iv) the child(ren)'s participation in recreation, enrichment, and extracurricular activities, including travel;
  - (v) child-care arrangements;
- (vi) clothing, equipment, toys, and personal possessions of the child(ren);
- (vii) information exchanges (e.g., school, health, social) between the parties and communication with or about the child(ren);
- (viii) coordination of existing or court-ordered services for the child(ren) (e.g., psychological testing, alcohol or drug monitoring/testing, psychotherapy, anger management);
  - (ix) behavioral management of the child(ren); and
- (x) other related custody issues that the parties mutually have agreed in writing to submit to the parenting coordinator, which are not excluded in subdivision (d)(2).
- (2) The following issues are excluded from the parenting coordinator's scope of authority:
- (i) a change in legal custody as set forth in the custody order;
- (ii) a change in primary physical custody as set forth in the custody order;
- (iii) except as set forth in subdivision (d)(1)(ii), a change in the court-ordered custody schedule that reduces or expands the child(ren)'s time with a party;
- (iv) a change in the residence (relocation) of the child(ren);
- (v) determination of financial issues, other than allocation of the parenting coordinator's fees as set forth in subdivision (g)(1);

- (vi) major decisions affecting the health, education, or religion of the child(ren); and
  - (vii) other issues limited by the appointing judge.
- (3) Unless the parties consent, the parenting coordinator shall not contact collateral sources or speak with the child(ren) and to effectuate this provision, the parties shall execute releases, as necessary, authorizing the parenting coordinator to communicate with the appropriate individuals. Any communication with the collateral sources or child-(ren) shall be limited to the issue(s) currently before the parenting coordinator.
  - (e) Communications. No Testimony.
- (1) Communication between the parties or the parties' attorneys and the parenting coordinator is not confidential.
- (2) A party or a party's attorney may communicate in writing with the parenting coordinator, but shall contemporaneously send a copy of the written communication to the other party or the other party's attorney. Documents, recordings, or other material that one party gives to the parenting coordinator shall be promptly made available to the other party or the other party's attorney for inspection and copying.
- (3) The parties and their attorneys may receive, but not initiate, oral ex parte communication with the parenting coordinator. A parenting coordinator may initiate oral communication with a party or party's attorney, but shall promptly advise the other party or the other party's attorney of the communication.
- (4) Communication between the parenting coordinator and the court shall be in writing and copies of the written communication shall be sent contemporaneously to the parties or the parties' attorneys.
- (5) A party cannot compel the testimony of a parenting coordinator without an order of court.
- (f) Recommendations. Objecting to the Recommendation. Judicial Review. Record Hearing.
- (1) The parenting coordinator shall provide to the parties notice and an opportunity to be heard on the issues.
- (2) The parenting coordinator's recommendation shall be in writing on the Summary and Recommendation of the Parenting Coordinator form set forth in Pa.R.C.P. No. 1915.23 and sent to the court for review within two days after hearing from the parties on the issues. The parenting coordinator shall serve a copy of the Summary and Recommendation on the parties or the parties' attorneys.
- (3) A party objecting to the recommendation shall file a petition for a record hearing before the court within five days of service of the Summary and Recommendation of the Parenting Coordinator form. The petition must specifically state the issues to be reviewed and include a demand for a record hearing. A copy of the recommendation shall be attached to the petition. In accordance with Pa.R.C.P. No. 440, the objecting party shall serve the petition on the other party or the other party's attorney and the parenting coordinator.
- (4) If the parties do not file an objection within five days of service of the parenting coordinator's recommendation, the court shall:

- (i) approve the recommendation;
- (ii) approve the recommendation in part and conduct a record hearing on issues not approved;
- (iii) remand the recommendation to the parenting coordinator for more specific information; or
- (iv) not approve the recommendation and conduct a record hearing on the issues.
- (5) As soon as practical, the court shall conduct a record hearing on the issues specifically set forth in the petition. The court shall render a decision within the time set forth in Pa.R.C.P. No. 1915.4(d).
- (6) If a party makes a timely objection, the recommendation shall become an interim order of court pending further disposition by the court.
  - (g) Fees.
- (1) The appointing judge shall allocate between the parties the fees of the parenting coordinator. The parenting coordinator may reallocate the fees, subject to the approval of the court, if one party has caused a disproportionate need for the services of the parenting coordinator.
- (2) To limit the financial burden on the parties, a parenting coordinator should meet with the parties only upon a request of a party to resolve an issue about which the parties disagree.
- (3) Waiver of fees or reduced fees. Judicial districts implementing a parenting coordination program shall effectuate a policy or program by local rule so that indigent or low-income parties may participate in the parenting coordination program at a reduced fee or no fee.

(*Editor's Note*: The following rules are added and printed in regular type to enhance readability.)

## Rule 1915.22. Form of Order Appointing Parenting Coordinator.

The order appointing a parenting coordinator pursuant to Pa.R.C.P. No. 1915.11-1 shall be in substantially the following form:

#### (Caption)

#### ORDER OF COURT

AND NOW, this	day of,
20, it is hereby ordere	d as follows:

#### 1. APPOINTMENT AND TERM:

Pursuant to	Pa.R.C.P.	No. 19	15.11-1,		is
appointed as th	e parties' p	arenting	coordinator	for a	term
of month	s (not excee	eding 12	months).		

Legal counsel for \_\_\_\_\_\_\_, or either party, if unrepresented, shall provide copies of all orders, pleadings and custody evaluations in this case to the parenting coordinator within ten (10) days of the date of this order.

- 2. ROLE OF THE PARENTING COORDINATOR:
- (a) The parenting coordinator shall attempt to resolve issues arising out of the custody order by facilitating an agreement between the parties and, if unable to reach an agreement, recommend a resolution to the court.
- (b) The parenting coordinator shall not function as the attorney, advocate, counselor, or psychotherapist for the parties, the parties' child(ren), or family. However, the parenting coordinator is permitted and encouraged to facilitate communication and agreement between the

parties when conflicts arise and shall always act in a manner conducive to the best interests of the child(ren).

### 3. PARENTING COORDINATOR'S SCOPE OF AUTHORITY:

To implement the custodial arrangement set forth in the custody order and resolve related parenting issues about which the parties cannot agree, the parenting coordinator is authorized to recommend resolutions to the court about issues that include, but are not limited to:

- (a) places and conditions for transitions between households;
- (b) temporary variation from the schedule for a special event or particular circumstance;
  - (c) school issues, apart from school selection;
- (d) the child(ren)'s participation in recreation, enrichment, and extracurricular activities, including travel;
  - (e) child-care arrangements;
- (f) clothing, equipment, toys, and personal possessions of the child(ren);
- (g) information exchanges (e.g., school, health, social) and communication with or about the child(ren);
- (h) coordination of existing or court-ordered services for the child(ren) (e.g., psychological testing, alcohol or drug monitoring/testing, psychotherapy, anger management);
  - (i) behavioral management of the child(ren); and
- (j) other related custody issues that the parties mutually have agreed in writing to submit to the parenting coordinator, which are not excluded in Paragraph 4.
- 4. EXCLUSIONS FROM PARENTING COORDINATOR'S AUTHORITY:
- (a) The following specific issues are excluded from the parenting coordinator's scope of authority:
- (1) a change in legal custody as set forth in the custody order;
- (2) a change in primary physical custody set forth in the custody order;
- (3) other than as set forth in Paragraph 3(b), a change in the court-ordered custody schedule that reduces or expands the child(ren)'s time with a party;
- (4) a change in the residence (relocation) of the child(ren);
- (5) determination of financial issues, other than allocation of the parenting coordinator's fees as set forth in Pa.R.C.P. 1915.11-1(g)(1);
- (6) major decisions affecting the health, education, or religion of the child(ren); and

(7)	Other: _	

(b) Unless the parties consent, the parenting coordinator shall not contact collateral sources or speak with the child(ren). The parties shall execute releases, as necessary, authorizing the parenting coordinator to communicate with the appropriate individuals. Any communication with the collateral sources or child(ren) shall be limited to the issue(s) currently before the parenting coordinator.

#### 5. COMMUNICATIONS:

(a) The parenting coordinator shall determine the protocol of all communications, interviews, and sessions, including who shall attend the sessions (including the children), and whether the sessions will be conducted in

person or by other means. The protocols should include measures addressing the safety of all participants.

- (b) Communication between the parties or their attorneys and the parenting coordinator is not confidential.
- (c) The parties and their attorneys shall have the right to receive, but not initiate, oral *ex parte* communication with the parenting coordinator. The parenting coordinator shall promptly advise the other party or the other party's attorney of the communication. A party or a party's attorney may communicate in writing with the parenting coordinator, but shall contemporaneously send a copy of the written communication to the other party or the other party's attorney. Documents, recordings, or other material that one party gives to the parenting coordinator must be promptly made available to the other party or the other party's attorney for inspection and copying.
- (d) Communication between the parenting coordinator and the court shall be in writing and copies of the written communication shall be sent contemporaneously to the parties or the parties' attorneys.
- (e) A party cannot compel the testimony of a parenting coordinator without an order of court.

#### 6. PARENTING COORDINATION PROCESS:

- (a) The parenting coordinator shall provide to the parties notice and an opportunity to be heard on the issues.
- (b) The parenting coordinator's recommendation shall be in writing on the Summary and Recommendation of the Parenting Coordinator form set forth in Pa.R.C.P. No. 1915.23 and sent to the court for review within two days after hearing from the parties on the issues. The parenting coordinator shall serve a copy of the Summary and Recommendation on the parties or the parties' attorneys.
- (c) A party objecting to the recommendation shall file a petition for a record hearing before the court within five days of service of the Summary and Recommendation of the Parenting Coordinator form. The petition must specifically state the issues to be reviewed and include a demand for a record hearing. A copy of the recommendation shall be attached to the petition. In accordance with Pa.R.C.P. No. 440, the objecting party shall serve the petition upon the other party or the party's attorney and the parenting coordinator.

#### 7. RECORD HEARING:

- (a) If the parties do not file an objection within five days of service of the parenting coordinator's recommendation, the court shall:
  - (1) approve the recommendation;
- (2) approve the recommendation in part and conduct a record hearing on issues not approved;
- (3) remand the recommendation to the parenting coordinator for more specific information; or
- (4) not approve the recommendation and conduct a record hearing on the issues.
- (b) As soon as practical, the court shall conduct a record hearing on the issues specifically set forth in the petition. The court shall render a decision within the time set forth in Pa.R.C.P. No. 1915.4(d).
- (c) If a party makes a timely objection, the recommendation shall become an interim order of court pending further disposition by the court.

#### 8. ALLOCATION OF FEES:

- (a) The parties will share the obligation to pay the fees of the parenting coordinator as follows: \_\_\_% Mother, \_\_\_% Father, \_\_\_% Third party. Fees may be reallocated by the court or the parenting coordinator if a party has disproportionately caused the need for the services of the parenting coordinator.
- (b) The judicial district's established hourly rate for parenting coordinators shall be set forth in a separate written agreement entered into between the parties and the parenting coordinator.
- (c) The parties will pay a joint retainer to the parenting coordinator in the percentages set forth above in an amount to be set forth in a separate agreement between the parties and the parenting coordinator. After each session, or at least once monthly, the parenting coordinator shall provide the parties with an invoice of charges incurred. The retainer may be replenished as services are rendered. Funds remaining at the conclusion of the parenting coordinator's appointment shall be returned to the parties.

### 9. TERMINATION/WITHDRAWAL OF PARENTING COORDINATOR:

- (a) The parties may not terminate the parenting coordinator's services without court approval.
- (b) A party seeking the termination of the parenting coordinator's services shall serve the other party or the party's attorney and parenting coordinator with a copy of the petition for termination.
- (c) If the parenting coordinator seeks to withdraw from service in a case, the parenting coordinator shall petition the court and provide a copy of the petition to the parties or the parties' attorneys.

#### 10. APPEAL:

If there is an appeal of the underlying custody order or this order, then this order shall be stayed during the pendency of the appeal.

#### BY THE COURT:

J.

## Rule 1915.23. Form of the Summary and Recommendation of the Parenting Coordinator.

The recommendation of the parenting coordinator shall be in writing and shall be in substantially the following form:

(Caption)

### SUMMARY AND RECOMMENDATION OF THE PARENTING COORDINATOR

The undersigned, the duly appointed parenting coordinator in the above-captioned matter, pursuant to the Order of Court dated \_\_\_\_\_\_, 20\_\_\_, after submission of the issue described below and after providing the parties with an opportunity to heard on the issue, the parenting coordinator sets forth the following:

#### SUMMARY OF THE ISSUE(S)

1. Description of the	he issue(s):	

	spective parties' position on the issue(s):
	DECOMPLEMENT AND A
	RECOMMENDATION
may object with the cou	ve days of the date set forth below, a party to this recommendation by filing a petition art and requesting a record hearing before the forth in Pa.R.C.P. No. 1915.11-1(f)(3).
this Summ Coordinator	ersigned parenting coordinator certifies that ary and Recommendation of the Parenting has been served on the court and the parties es' attorneys on the date set forth below
Date	Parenting Coordinator
	ORDER OF COURT
	JDICIAL REVIEW OF PARENTING ORDINATOR'S RECOMMENDATION
$\Box$ The Re	commendation is approved.
☐ The Resue(s) not a	ecommendation is approved in part. The is pproved by the court is/are:
and a recor 20 at	d hearing is scheduled fora.m./p.m. before the undersigned.
☐ The Recoordinator issue(s):	ecommendation is remanded to the parenting for additional information on the following
hearing on t	ecommendation is not approved and a record the issue(s) is scheduled for a.m./p.m. before the undersigned.
	By the Court:
Date	By the Court.

### Title 255—LOCAL COURT RULES

#### LANCASTER COUNTY

Adoption of New Rule 576.1 of Local Rules of Criminal Procedure; C.P.J. No. 7, Page 1357; No. 14 AD 2018

#### **Administrative Order**

And Now, this 8th day of August 2018, it is hereby Ordered, to be effective 30 days after publication in the PA Bulletin, the Lancaster County Court of Common

Pleas adopts the following local rule 576.1 governing Electronic Filing of Legal Papers for the 2nd Judicial District.

The Lancaster County District Court Administrator is Ordered to do the following:

- 1. File one (1) copy to the Administrative Office of Pennsylvania Courts via email to adminrules@pacourts. us.
- 2. File two (2) paper copies and one (1) electronic copy in a Microsoft Word format only to bulletin@palrb.us with the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*.
- 3. Publish these Rules on the Lancaster County Court website at www.court.co.lancaster.pa.us.
- 4. Incorporation of the local rule into the set of local rules on www.court.co.lancaster.pa.us within thirty (30) days after the publication of the local rule in the *Pennsylvania Bulletin*.
- 5. File one (1) copy of the local rule in the appropriate filing office for public inspection and copying.

By the Court

DENNIS E. REINAKER, President Judge

## L.C.R.Crim.P. No. 576.1. Electronic Filing of Legal Papers.

- A. The electronic filing of motions and other legal papers in the Lancaster County Court of Common Pleas—Criminal Division is authorized as specifically provided in this rule. Parties shall electronically file documents using the PacFile electronic filing system developed by the Administrative Office of the Pennsylvania Courts. The application of general rules of court and court policies that implement the rules, shall continue to apply to all filings regardless of the method of filing.
- B. Legal Papers Defined. The "legal papers" which shall be filed electronically shall encompass all written motions, written answers and any notices or documents for which filing is required or permitted, including orders, exhibits and attachments, except for the following:
- 1. Legal papers filed or authorized to be filed under seal;
  - 2. Applications for a search warrant;
  - 3. Applications for an arrest warrant;
  - 4. Grand jury materials;
  - 5. Subpoenas;
- 6. Petitions and/or motions presented during criminal business court;
- 7. Wiretap Act, cell phone, tracker and Internet petitions; and
- 8. Documents required to be filed upon disposition in DUI Central Court.
- C. All attorneys shall establish a PacFile account using the Unified Judicial System of Pennsylvania Web Portal. Parties who are proceeding without counsel are not required to establish a PacFile account and are not required to file legal papers using the electronic PacFile system.

- D. Applicable filing fees shall be paid electronically through procedures established by the clerk of courts and at the same time and in the same amount as required by statute, court rule or order, or established by a published fee schedule.
- E. Use of the PacFile system shall constitute as the filer's certification that the electronic notice and service of other documents through the Pacfile system will be accepted by the filer. The submission of an electronic filing shall satisfy the service requirements of Pa.R.Crim.P. 576 on any attorney or party who has established an account as provided in subsection C. Service of electronic filings on any party proceeding without counsel shall be made by the traditional methods required under Pa.R.Crim.P. 576.

[Pa.B. Doc. No. 18-1309. Filed for public inspection August 24, 2018, 9:00 a.m.]

#### Title 255—LOCAL COURT RULES

#### **SYNDER COUNTY**

Judicial Administration; No. MC-42-2018 Full Court; CP-55-AD-0000005-2018

#### **Administrative Order of Court**

And Now, August 7, 2018, the Court hereby Orders that pursuant to 42 Pa.C.S.A. § 1725.5 and 1725.6 a Booking Center fee of \$150.00 shall be imposed on defendants who are placed on Probation Without Verdict, receive Accelerated Rehabilitative Disposition for, plead guilty or nolo contendere to, or are convicted of a misdemeanor or felony offense in accordance with 42 Pa.C.S.A. § 1725.5.

The fee shall be assessed as a cost of prosecution and collected by the Snyder County Clerk of Courts. The fee shall be allocated to a Central Booking Center Fund for the operation and maintenance of the booking center.

The adoption of this fee increase shall be effective as of October 1, 2018.

- It is further Ordered and Directed that the District Court Administrator distribute this Order as follows:
- 1. File one (1) copy of this Order with the Administrative Office of Pennsylvania Court via email of adminrules@pacourts.us.
- 2. File two (2) paper copies and one (1) electronic copy in Microsoft Word format to bulletin@palrb.us with the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*.
- 3. Provide an electronic copy via email to the Snyder and Union Bar Association.
- 4. Copies of this Order shall be kept continuously available for public inspection in the office of the Snyder County Clerk of Court.

By the Court

MICHAEL T. HUDOCK, Judge

[Pa.B. Doc. No. 18-1310. Filed for public inspection August 24, 2018, 9:00 a.m.]

### DISCIPLINARY BOARD OF THE SUPREME COURT

#### **List of Financial Institutions**

Notice is hereby given that pursuant to Rule 221(b), Pa.R.D.E., the following List of Financial Institutions have been approved by the Supreme Court of Pennsylvania for the maintenance of fiduciary accounts of attorneys. Each financial institution has agreed to comply with the requirements of Rule 221, Pa.R.D.E, which provides for trust account overdraft notification.

> SUZANNE E. PRICE, Attorney Registrar

#### **Financial Institutions Approved as Depositories** of Trust Accounts of Attorneys

#### Bank Code A.

595	Abacus Federal Savings Bank
<b>2</b>	ACNB BANK
613	Allegent Community Federal Credit Union
375	Altoona First Savings Bank
376	Ambler Savings Bank
<b>532</b>	AMERICAN BANK (PA)
615	Americhoice Federal Credit Union
116	AMERISERV FINANCIAL
648	Andover Bank (The)
377	Apollo Trust Company
Bank C	ode B.

558	Bancorp Bank (The)
485	Bank of America, NA
415	Bank of Landisburg (The)
642	BB & T Company
519	Beaver Valley Federal Credit Union
501	BELCO Community Credit Union
397	Beneficial Bank
652	Berkshire Bank
5	BNY Mellon, NA
<b>392</b>	BRENTWOOD BANK
495	Brown Brothers Harriman Trust Co., NA
161	Bryn Mawr Trust Company (The)

#### Bonk Codo C

380

Bank C	ode C.
654	CACL Federal Credit Union
618	Capital Bank, NA
622	Carrollton Bank
16	CBT Bank, a division of Riverview Bank
136	CENTRIC BANK
394	CFS BANK
623	Chemung Canal Trust Company
599	Citibank, NA
238	Citizens & Northern Bank
561	Citizens Bank (PA)
206	Citizens Savings Bank
602	City National Bank of New Jersey
576	Clarion County Community Bank
591	Clearview Federal Credit Union
23	CNB Bank
354	Coatesville Savings Bank
223	Commercial Bank & Trust of PA
21	Community Bank (PA)
371	Community Bank, NA (NY)
533	Community First Bank
132	Community State Bank of Orbisonia
647	CONGRESSIONAL BANK

County Savings Bank

617	Covenant Bank
536	Customers Bank

#### Bank Code D.

339	Dime Bank (The)
239	DNB First, NA
27	Dollar Bank, FSB

#### Bank Code E.

500	Elderton State Bank
500	Eluciton State Dank
567	Embassy Bank for the Lehigh Valley
<b>541</b>	ENTERPRISE BANK
28	Ephrata National Bank
601	Esquire Bank, NA
340	ESŜA Bank & Trust

#### Bank Code F.

629	1st Colonial Community Bank
158	1st Summit Bank
31	F & M Trust Company—Chambersburg
658	Farmers National Bank of Canfield
205	Farmers National Bank of Emlenton (The)
34	Fidelity Deposit & Discount Bank (The)
343	FIDELITY SAVINGS & LOAN ASSOCIATON
	OF BUCKS COUNTY
583	Fifth Third Bank
643	First Bank
174	First Citizens Community Bank
191	First Columbia Bank & Trust Company
539	First Commonwealth Bank
46	First Community Bank of Mercersburg
504	First Federal S & L Association of Greene
	County
525	First Heritage Federal Credit Union
42	First Keystone Community Bank

42	First Keystone Community Bank
51	First National Bank & Trust Company of
	Newtown (The)
48	First National Bank of Pennsylvania
426	First Northern Bank & Trust Company
604	First Priority Bank, a division of Mid Penn
	Bank

#### FIRST RESOURCE BANK **592** First United Bank & Trust 657 First United National Bank 408 151 Firstrust Savings Bank Fleetwood Bank 416 FNB BANK, NA 493 175 FNCB Bank

291 Fox Chase Bank 241 Franklin Mint Federal Credit Union Freedom Credit Union 639

**58 FULTON BANK, NA** 

#### Bank Code G.

Gratz Bank (The) 498 Greenville Savings Bank

#### Bank Code H.

Dank C	oue II.
402	Halifax Branch, of Riverview Bank
244	Hamlin Bank & Trust Company
362	Harleysville Savings Bank
363	Hatboro Federal Savings
463	Haverford Trust Company (The)
655	Home Savings Bank
606	Hometown Bank of Pennsylvania
68	Honesdale National Bank (The)
350	HSBC Bank USA, NA

**HUNTINGDON VALLEY BANK 364** Huntington National Bank (The) 605

608 Hyperion Bank

D 1.4		00	
Bank (		99 556	PeoplesBank, a Codorus Valley Company Philadelphia Federal Credit Union
$\begin{array}{c} 365 \\ 557 \end{array}$	InFirst Bank Investment Savings Bank	448	Phoenixville Federal Bank & Trust
526	Iron Workers Savings Bank	79	PNC Bank, NA
Bank (	Code J.	$\frac{449}{451}$	Port Richmond Savings Progressive-Home Federal Savings & Loan
70	Jersey Shore State Bank		Association
127	Jim Thorpe Neighborhood Bank	$637 \\ 456$	Provident Bank Prudential Savings Bank
$\begin{array}{c} 488 \\ 659 \end{array}$	Jonestown Bank & Trust Company JPMorgan Chase Bank, NA	491	PS Bank
<b>72</b>	JUNIATA VALLEY BANK (THE)	Bank	Code Q.
Bank (	Code K.	107	QNB Bank
651	KeyBank NA	560	Quaint Oak Bank
414	Kish Bank	Bank	Code R.
Bank (	Code L.	452	Reliance Savings Bank
74	LAFAYETTE AMBASSADOR BANK	$\frac{220}{628}$	Republic First Bank d/b/a Republic Bank Riverview Bank
$\frac{554}{78}$	Landmark Community Bank Luzerne Bank		Code S.
	Code M.	153	S & T Bank
361	M & T Bank	316	Santander Bank, NA
386	Malvern Federal Savings Bank	460	Second Federal S & L Association of
510	Marion Center Bank	CAC	Philadelphia Service 1st Federal Credit Union
387 81	Marquette Savings Bank	$\frac{646}{458}$	Sharon Bank
43	Mars Bank Marysville Branch, of Riverview Bank	462	Slovenian Savings & Loan Association of
367	Mauch Chunk Trust Company	486	Franklin-Conemaugh SOMERSET TRUST COMPANY
619	MB Financial Bank, NA	<b>633</b>	SSB Bank
$511 \\ 641$	MCS (Mifflin County Savings) Bank Members 1st Federal Credit Union	518	STANDARD BANK, PASB
555	Mercer County State Bank	542	Stonebridge Bank
192	Merchants Bank of Bangor	440 <b>122</b>	SunTrust Bank SUSQUEHANNA COMMUNITY BANK
$610 \\ 420$	Meridian Bank Meyersdale Branch, of Riverview Bank	236	SWINEFORD NATIONAL BANK
294	Mid Penn Bank	Bank	Code T.
<b>276</b> 457	MIFFLINBURG BANK & TRUST COMPANY Milton Savings Bank	143	TD Bank, NA
614	Monument Bank	656	TIOGA FRANKLIN SAVINGS BANK
<b>596</b>	MOREBANK, A DIVISION OF BANK OF	1 <b>82</b> 609	TOMPKINS VIST BANK Tristate Capital Bank
484	PRINCETON (THE) MUNCY BANK & TRUST COMPANY (THE)	640	TruMark Financial Credit Union
	Code N.	467	Turbotville National Bank (The)
433	National Bank of Malvern	Bank	Code U.
455 168	NBT Bank, NA	483	UNB Bank
347	Neffs National Bank (The)	$\frac{481}{133}$	Union Building and Loan Savings Bank Union Community Bank
434	NEW TRIPOLI BANK	634	United Bank, Inc.
$\begin{array}{c} 15 \\ 636 \end{array}$	NexTier Bank, NA Noah Bank	472	United Bank of Philadelphia
638	Norristown Bell Credit Union	$\begin{array}{c} 475 \\ 600 \end{array}$	United Savings Bank
439	Northumberland National Bank (The)	232	Unity Bank Univest Bank & Trust Co.
93 D 1 4	Northwest Bank		Code V.
	Code O.	611	Victory Bank (The)
653 $489$	OceanFirst Bank OMEGA Federal Credit Union		Code W.
94	Orrstown Bank	119	WASHINGTON FINANCIAL BANK
Bank (	Code P.	121	Wayne Bank
<b>598</b>	PARKE BANK	631	Wells Fargo Bank, NA
584	Parkview Community Federal Credit Union	$\begin{array}{c} 553 \\ 494 \end{array}$	WesBanco Bank, Inc. West View Savings Bank
40	Penn Community Bank	473	West view Savings Bank Westmoreland Federal S & L Association
540	PennCrest Bank		
$540 \\ 419$	PennCrest Bank Pennian Bank	476	William Penn Bank

573 WOORI AMERICA BANK

630 WSFS (Wilmington Savings Fund Society), FSB

Bank Code X. Bank Code Y.

577 York Traditions Bank

Bank Code Z.

#### **Platinum Leader Banks**

The **HIGHLIGHTED ELIGIBLE INSTITUTIONS** are Platinum Leader Banks—Institutions that go above and beyond eligibility requirements to foster the IOLTA Program. These Institutions pay a net yield at the higher of 1% or 75 percent of the Federal Funds Target Rate on all PA IOLTA accounts. They are committed to ensuring the success of the IOLTA Program and increased funding for legal aid.

FINANCIAL INSTITUTIONS WHO HAVE FILED AGREEMENTS TO BE APPROVED AS A DEPOSITORY OF TRUST ACCOUNTS AND TO PROVIDE DISHONORED CHECK REPORTS IN ACCORDANCE WITH RULE 221, Pa.R.D.E.

New

658 Farmers National Bank of Canfield

559 JPMorgan Chase Bank, N.A.

Name Change

418 Liverpool Community Bank—Change to 72 Juniata Valley Bank

458 Sharon Savings Bank—Change to 458 Sharon Bank

16 CBT Bank—Change to 16 CBT Bank, a division of Riverview Bank

517 Sun National Bank—Change to 653 OceanFirst Bank

122 West Milton State Bank—Change to 122 Susquehanna Community Bank

604 First Priority Bank—Change to 604 First Priority Bank, a division of Mid Penn Bank

Platinum Leader Change

604 First Priority Bank—Remove

122 Susquehanna Community Bank—Add

Correction

Removal

417 First Bank of Lilly

649 Chrome Federal Čredit Union

[Pa.B. Doc. No. 18-1311. Filed for public inspection August 24, 2018, 9:00 a.m.]

for a period of three years, effective September 8, 2018. In accordance with Rule 217(f), Pa.R.D.E., since this formerly admitted attorney resides outside the Commonwealth of Pennsylvania, this notice is published in the *Pennsylvania Bulletin*.

JULIA M. FRANKSTON-MORRIS, Esq., Secretary

 $[Pa.B.\ Doc.\ No.\ 18\text{-}1312.\ Filed\ for\ public\ inspection\ August\ 24,\ 2018,\ 9\text{:}00\ a.m.]$ 

## DISCIPLINARY BOARD OF THE SUPREME COURT

#### **Notice of Transfer to Disability Inactive Status**

Notice is hereby given that by Order of the Supreme Court of Pennsylvania dated August 9, 2018, William L. Boyd is transferred to Disability Inactive Status from the Bar of this Commonwealth for an indefinite period and until further Order of the Court. In accordance with Rule 217(f), Pa.R.D.E., since this formerly admitted attorney resides outside the Commonwealth of Pennsylvania, this notice is published in the *Pennsylvania Bulletin*.

JULIA M. FRANKSTON-MORRIS, Esq., Secretary

[Pa.B. Doc. No. 18-1313. Filed for public inspection August 24, 2018, 9:00 a.m.]

## DISCIPLINARY BOARD OF THE SUPREME COURT

#### **Notice of Transfer to Disability Inactive Status**

Notice is hereby given that by Order of the Supreme Court of Pennsylvania dated August 9, 2018, Phillip F. Drinkwater, III, a/k/a Phillip Francis Drinkwater, III, is transferred to Disability Inactive Status from the Bar of this Commonwealth for an indefinite period and until further Order of the Court. In accordance with Rule 217(f), Pa.R.D.E., since this formerly admitted attorney resides outside the Commonwealth of Pennsylvania, this notice is published in the *Pennsylvania Bulletin*.

JULIA M. FRANKSTON-MORRIS, Esq., Secretary

[Pa.B. Doc. No. 18-1314. Filed for public inspection August 24, 2018, 9:00 a.m.]

# DISCIPLINARY BOARD OF THE SUPREME COURT

#### **Notice of Suspension**

Notice is hereby given that Michael B. Adelhock having been suspended from the practice of law in the State of New Jersey; the Supreme Court of Pennsylvania issued an Order dated August 9, 2018 suspending Michael B. Adelhock from the practice of law in this Commonwealth

## DISCIPLINARY BOARD OF THE SUPREME COURT

#### **Notice of Transfer to Disability Inactive Status**

Notice is hereby given that by Order of the Supreme Court of Pennsylvania dated August 9, 2018, Chernor M. Jalloh is transferred to Disability Inactive Status from the Bar of this Commonwealth for an indefinite period and until further Order of the Court. In accordance with

Rule 217(f), Pa.R.D.E., since this formerly admitted attorney resides outside the Commonwealth of Pennsylvania, this notice is published in the *Pennsylvania Bulletin*.

JULIA M. FRANKSTON-MORRIS, Esq., Secretary

 $[Pa.B.\ Doc.\ No.\ 18\text{-}1315.\ Filed\ for\ public\ inspection\ August\ 24,\ 2018,\ 9:00\ a.m.]$ 

### SUPREME COURT

Financial Institutions Approved as Depositories for Fiduciary Accounts; No. 167 Disciplinary Rules Doc.

#### **Order**

Per Curiam

And Now, this 8th day of August, 2018, it is hereby Ordered that the financial institutions named on the following list are approved as depositories for fiduciary accounts in accordance with Pa.R.D.E. 221.

## FINANCIAL INSTITUTIONS APPROVED AS DEPOSITORIES OF TRUST ACCOUNTS OF ATTORNEYS

#### Bank Code A.

595	Abacus Federal Savings Bank
<b>2</b>	ACNB BANK
613	Allegent Community Federal Credit Union
375	Altoona First Savings Bank
376	Ambler Savings Bank
532	AMERICAN BANK (PA)
615	Americhoice Federal Credit Union
116	AMERISERV FINANCIAL
648	Andover Bank (The)
377	Apollo Trust Company

#### Bank Code B.

576

591

558	Bancorp Bank (The)
485	Bank of America, NA
415	Bank of Landisburg (The)
642	BB & T Company
519	Beaver Valley Federal Credit Union
501	BELCO Community Credit Union
397	Beneficial Bank
652	Berkshire Bank
5	BNY Mellon, NA
392	BRENTWOOD BANK
495	Brown Brothers Harriman Trust Co., NA
161	Bryn Mawr Trust Company (The)
	- ·

yyy (y
Code C.
CACL Federal Credit Union
Capital Bank, NA
Carrollton Bank
CBT Bank, a division of Riverview Bank
CENTRIC BANK
CFS BANK
Chemung Canal Trust Company
Citibank, NA
Citizens & Northern Bank
Citizens Bank (PA)
Citizens Savings Bank
City National Bank of New Jersey

Clarion County Community Bank Clearview Federal Credit Union

סוחנ	
23	CNB Bank
354	Coatesville Savings Bank
223	Commercial Bank & Trust of PA
21	Community Bank (PA)
371	Community Bank, NA (NY)
533	Community First Bank
132	Community State Bank of Orbisonia
647	CONGRESSIONAL BANK
380	County Savings Bank
617	Covenant Bank
536	Customers Bank
Bank C	ode D.
339	Dime Bank (The)
239	DNB First, NA
27	Dollar Bank, FSB
Bank C	ode E.
500	Elderton State Bank
567	Embassy Bank for the Lehigh Valley
<b>541</b>	ENTERPRISE BANK
28	Ephrata National Bank
601	Esquire Bank, NA
0.40	DOOL DOOM

ESSA Bank & Trust

#### Bank Code F.

340

629	1st Colonial Community Bank
158	1st Summit Bank
31	F & M Trust Company—Chambersburg
658	Farmers National Bank of Canfield
205	Farmers National Bank of Emlenton (The)
34	Fidelity Deposit & Discount Bank (The)
343	FIDELITY SAVINGS & LOAN
	ASSOCIATION OF BUCKS COUNTY
583	Fifth Third Bank
643	First Bank
174	First Citizens Community Bank
191	First Columbia Bank & Trust Company
539	First Commonwealth Bank
46	First Community Bank of Mercersburg
504	First Federal S & L Association of Greene
	County
525	First Heritage Federal Credit Union
42	First Keystone Community Bank
51	First National Bank & Trust Company of
	Newtown (The)
48	First National Bank of Pennsylvania
426	First Northern Bank & Trust Company
604	First Priority Bank, a division of Mid Penn
	Bank
<b>592</b>	FIRST RESOURCE BANK
657	First United Bank & Trust
408	First United National Bank
151	Firstrust Savings Bank
416	Fleetwood Bank
493	FNB BANK, NA
175	FNCB Bank
291	Fox Chase Bank
241	Franklin Mint Federal Credit Union
639	Freedom Credit Union
<b>58</b>	FULTON BANK, NA
Bank C	ode G.
499	Gratz Bank (The)
400	

Greenville Savings Bank

Harleysville Savings Bank

Halifax Branch, of Riverview Bank Hamlin Bank & Trust Company

498

402

244

362

Bank Code H.

363	Hatboro Federal Savings	Bank	Code P.
463	Haverford Trust Company (The)	<b>598</b>	PARKE BANK
655 $606$	Home Savings Bank Hometown Bank of Pennsylvania	584	Parkview Community Federal Credit Union
68	Honesdale National Bank (The)	40	Penn Community Bank
350	HSBC Bank USA, NA	540	PennCrest Bank
<b>364</b>	HUNTINGDON VALLEY BANK	419	Pennian Bank
605	Huntington National Bank (The)	447	Peoples Security Bank & Trust Company
608	Hyperion Bank	99 556	PeoplesBank, a Codorus Valley Company Philadelphia Federal Credit Union
Bank (	v 1	448	Phoenixville Federal Bank & Trust
		79	PNC Bank, NA
365	InFirst Bank	449	Port Richmond Savings
557 500	Investment Savings Bank	451	Progressive-Home Federal Savings & Loan
526	Iron Workers Savings Bank		Association
Bank (	Code J.	637	Provident Bank
70	Jersey Shore State Bank	456	Prudential Savings Bank
127	Jim Ťhorpe Neighborhood Bank	491	PS Bank
488	Jonestown Bank & Trust Company	Bank	Code Q.
659	JPMorgan Chase Bank, NA	107	QNB Bank
<b>72</b>	JUNIATA VALLEY BANK (THE)	560	Quaint Oak Bank
Bank (	Code K.		Code R.
651	KeyBank NA		
414	Kish Bank	452	Reliance Savings Bank
Domla (	Pada I	220	Republic First Bank d/b/a Republic Bank
	Code L.	628	Riverview Bank
74	LAFAYETTE AMBASSADOR BANK	Bank	Code S.
554	Landmark Community Bank	153	S & T Bank
78	Luzerne Bank	316	Santander Bank, NA
Bank (	Code M.	460	Second Federal S & L Association of
361	M & T Bank		Philadelphia
386	Malvern Federal Savings Bank	646	Service 1st Federal Credit Union
510	Marion Center Bank	458	Sharon Bank
387	Marquette Savings Bank	462	Slovenian Savings & Loan Association of
81	Mars Bank	400	Franklin-Conemaugh
43	Marysville Branch, of Riverview Bank	<b>486</b> 633	SOMERSET TRUST COMPANY SSB Bank
367	Mauch Chunk Trust Company	518	STANDARD BANK, PASB
619	MB Financial Bank, NA	542	Stonebridge Bank
511 641	MCS (Mifflin County Savings) Bank Members 1st Federal Credit Union	440	SunTrust Bank
555	Mercer County State Bank	122	SUSQUEHANNA COMMUNITY BANK
192	Merchants Bank of Bangor	236	SWINEFORD NATIONAL BANK
610	Meridian Bank	Bank	Code T.
420	Meyersdale Branch, of Riverview Bank		
294	Mid Penn Bank	143 <b>656</b>	TD Bank, NA TIOGA FRANKLIN SAVINGS BANK
<b>276</b>	MIFFLINBURG BANK & TRUST COMPANY	182	TOMPKINS VIST BANK
457	Milton Savings Bank	609	Tristate Capital Bank
614	Monument Bank	640	TruMark Financial Credit Union
<b>596</b>	MOREBANK, A DIVISION OF BANK OF PRINCETON (THE)	467	Turbotville National Bank (The)
484	MUNCY BANK & TRUST COMPANY (THE)	Bank	Code U.
	Code N.	$\frac{483}{481}$	UNB Bank Union Building and Loan Savings Bank
433	National Bank of Malvern	133	Union Community Bank
168	NBT Bank, NA	634	United Bank, Inc.
347	Neffs National Bank (The)	472	United Bank of Philadelphia
434	NEW TRIPOLI BANK	475	United Savings Bank
$\begin{array}{c} 15 \\ 636 \end{array}$	NexTier Bank, NA Noah Bank	600	Unity Bank
638	Norristown Bell Credit Union	232	Univest Bank & Trust Co.
439	Northumberland National Bank (The)	Bank	Code V.
93	Northwest Bank	611	
Bank (	Code O.		Victory Bank (The)
653	OceanFirst Bank		Code W.
655 489	OMEGA Federal Credit Union	119	WASHINGTON FINANCIAL BANK
94	Orrstown Bank	121	Wayne Bank
		631	Wells Fargo Bank, NA

WesBanco Bank, Inc.
West View Savings Bank
Westmoreland Federal S & L Association
William Penn Bank
Woodlands Bank
WOORI AMERICA BANK

630 WSFS (Wilmington Savings Fund Society), FSB

Bank Code X. Bank Code Y.

577 York Traditions Bank

Bank Code Z.

#### PLATINUM LEADER BANKS

The **HIGHLIGHTED ELIGIBLE INSTITUTIONS** are Platinum Leader Banks—Institutions that go above and beyond eligibility requirements to foster the IOLTA Program. These Institutions pay a net yield at the higher of 1% or 75 percent of the Federal Funds Target Rate on all PA IOLTA accounts. They are committed to ensuring the success of the IOLTA Program and increased funding for legal aid.

#### **IOLTA Exemption**

Exemptions are not automatic. If you believe you qualify, you must apply by sending a written request to the IOLTA Board's executive director: 601 Commonwealth Avenue, Suite 2400, P.O. Box 62445, Harrisburg, PA 17106-2445. If you have questions concerning IOLTA or exemptions from IOLTA, please visit their website at www.paiolta.org or call the IOLTA Board at (717) 238-2001 or (888) PAIOLTA.

FINANCIAL INSTITUTIONS WHO HAVE FILED AGREEMENTS TO BE APPROVED AS A DEPOSITORY OF TRUST ACCOUNTS AND TO PROVIDE DISHONORED CHECK REPORTS IN ACCORDANCE WITH RULE 221, Pa.R.D.E.

16

Farmers National Bank of CanfieldJPMorgan Chase Bank, N.A.

#### Name Change

418 Liverpool Community Bank—Change to 72
 Juniata Valley Bank

 458 Sharon Savings Bank—Change to 458 Sharon
 Bank

CBT Bank—Change to 16 CBT Bank, a division

of Riverview Bank 517 Sun National Bank—Change to 653 OceanFirst

Bank
122 West Milton State Bank—Change to 122

Susquehanna Community Bank
First Priority Bank—Change to 604 First

First Priority Bank—Change to 604 First Priority Bank, a division of Mid Penn Bank

#### Platinum Leader Change

604 First Priority Bank—Remove 122 Susquehanna Community Bank—Add

Correction

#### Removal

417 First Bank of Lilly

649 Chrome Federal Credit Union

[Pa.B. Doc. No. 18-1316. Filed for public inspection August 24, 2018, 9:00 a.m.]