

REGULAR MEETING

July 21, 2022

MINUTES

The meeting was called to order by Chair Dennis Pavella at 9:03 a.m. Present were Janet Carson, Joan Windnagel, Ed Ryder, Director Michelle Lane, and Deputy Director Nora McGinnis. Guests present were Heidi Berg and Legal Counsel, Kristen Rine. Guests attending the meeting via Teams were Frank Antenucci, Shelly Lewis, Allen Keener, and Nancy McArthur.

Mrs. Windnagel made a motion to go into Executive Session at 9:05 a.m. per the ORC Section 121.22 (G) (3) to conference with the Board's legal counsel, Kristen Rine, concerning pending litigation and to include Director Lane and Deputy Director McGinnis. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mrs. Windnagel made a motion to leave Executive Session at 9:26 a.m. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mr. Ryder made a motion to approve the May 26, 2022, June 8, 2022, June 16, 2022, and July 6, 2022, Board Meeting Minutes as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. McGinnis reviewed the list of bills to approve. Mr. Ryder made a motion to pay the following bills as presented. Mrs. Carson seconded the motion. All voted: AYE.

Blue Technologies	\$118.78
Blue Technologies	\$133.67
ES&S	\$20,770.00
ES&S	\$2,479.10
Geauga County Maple Leaf	\$170.00
Sunrise Springs	\$26.85
Triad	\$1,223.00
Auburn Twp. Trustees	\$175.00
KMI Printing	\$553.63
KMI Printing	\$305.61
Michelle Lane	\$272.19
Nora McGinnis	\$425.50
Joan Windnagel	\$471.04
Ed Ryder	\$326.38
Dennis Pavella	\$443.98
Quadient	\$329.20

Quill	\$304.98
Des Moines Stamp Mfg. Co.	\$147.50
UPS	\$14.16
Graphic Village	\$410.00
Janet Carson	\$503.03
Sunrise Springs	\$26.85

Chair Pavella acknowledged the following campaign finance reports as accepted by staff:

Friends of Carolyn Paschke – Pre- Primary, Post Primary
 Friends of Skip Claypool – Pre-Primary, Amended Pre-Primary, and Post Primary/Termination
 Grendell for Good Government – Post Primary
 Mary Ruth Shumway – Termination
 Kristina Port – Termination
 Committee To Elect Walder for Auditor – 2021 Annual, 2022 Pre-Primary, 2022 Post Primary, 2022 Amended Post Primary
 Committee to Elect Jim Dvorak – 2022 Pre-Primary, 2022 Post-Primary
 Friends of Walter – Termination
 Russell Police Department Levy Committee – Semiannual
 Concerned Citizens of Thompson – 2021 Annual
 Michael Nappi – Termination
 Quay for Recorder – 2021 Annual
 Committee to Elect Joe Cattell – 2021 Semiannual
 Geauga Citizens Preserving Libraries – 2021 Annual, 2022 Semiannual
 Geauga People for Parks – 2021 Annual
 Citizens for Mental Health – 2021 Annual
 Friends of Hare – Amended 2021 Pre-General
 Denise Villers Fiscal Officer – 2021 Post-General
 Friends of Petruziello – 2021 Pre and Post General.
 Geauga County Conservative Club – 2020 Amended Pre-General
 Supporters of Cardinal Local – 2021 Annual
 Metzenbaum Center Levy Committee – 2022 Semiannual
 Audit Letter Sent to the Geauga County Conservative Club – 2021 Semiannual Balance on Hand is incorrect and will affect all reports after

Mr. Antenucci gave an update on the County Administration Building. The technology was approved for cell phone boosters for the entire building. County Administrator Gerry Morgan said he has reached out to Independence Contracting and they are working on it. The County Commissioners are adding the cost to the building. The installation could take 60 days. The third floor of the building is occupied and the second floor is mostly occupied. The Bureau of Motor Vehicles is on the first floor and the Title Bureau has not moved in yet. Mrs. Carson asked when tech services will stop at the Board of Elections.

Mr. Antenucci stated it is indefinite right now and as long as the Board of Elections is at 470 Center Street, IT will help keep it going.

Director Lane stated the Election Administration Plan (EAP) was completed and sent to the Secretary of State as required. Mrs. Carson made a motion to accept the EAP as prepared by staff. Mrs. Windnagel seconded the motion. All voted: AYE.

There was discussion of Continuing Legal Education (CLE) being held in Richfield, Ohio, on August 25, 2022. Board members and the Director and Deputy Director are able to register and attend. Mrs. Carson made a motion to approve reimbursements for the Board and Director and Deputy Director to attend CLE on August 25, 2022. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Report – Director Lane reported that she has been working on the EAP, multiple public records requests, and preparing for the August 2, 2022, Election. Mrs. Lane, along with Mrs. McGinnis and Mr. Daisher met with IT at the new Administration Building. She stated that the voting lobby is too small for early voting and the Director and Deputy Directors’ windows to view the voting lobby and counter are at a bad angle and it will be difficult to observe the counter. Also there is no area suitable outside to place the drop boxes for absentee voting. The drop box needs to be placed so it is accessible from the driver’s side of a vehicle. Director Lane stated there will be cyber security training for the Board Members, Director, Deputy Director, and staff coming within the next couple months.

Deputy Director Report – Mrs. McGinnis has been assisting the Director with the EAP, public records requests, and preparing for the upcoming election. She has also been assisting with absentee processing. Mrs. McGinnis is also reviewing ballot samples and candidate lists and assisting with the mailing of poll worker letters as well as assisting Director Lane with on-going requests and daily activities.

The Board reviewed dates for official certification and the post-election audit. Mrs. Windnagel made a motion to allow the processing of absentee ballots, provisional ballots, and scanning per the SOS Directive. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion at 10:35 a.m. to go into Executive Session per the ORC Section 121.22 (G) (3) to conference with the Board’s legal counsel, Corey Colombo, concerning pending litigation, and ORC Section 121.22 (G) (1) to consider compensation of a public employee, and ORC 121.22 (G)(6) for the purpose of security and to include Director Lane, Deputy Director McGinnis, and Scott Daisher, IT staff member. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mrs. Windnagel made a motion to leave Executive Session at 12:51 p.m. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Following Executive Session, Mrs. Windnagel made a motion to request appropriations from the Board of County Commissioners of Geauga County for \$5000.00 for the legal fees to be paid to McTigue

Colombo & Clinger LLC for the initial invoices that were submitted to the Board of Elections for legal work that the County Commissioners and Prosecutor applied for and were approved by Judge Ondrey on October 1, 2021, in Case No. 21 Misc. 430. Mrs. Carson seconded the motion. Roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mr. Ryder made a motion to increase the annual salary of Ramona Saikaly to \$46,000.00 effective with the next pay period. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder made a motion to increase the annual salary of Catherine Hall-Gillette to \$44,000.00 effective with the next pay period. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder made a motion to increase the annual salary of Scott Daisher to \$61,000.00 effective with the next pay period and to designate Mr. Daisher as Office Administrator. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Ryder made a motion to increase the annual salary of Nora McGinnis to \$67,000.00 effective with the next pay period. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Ryder made a motion to increase the annual salary of Michelle Lane to \$72,000.00 effective with the next pay period. Mrs. Carson seconded the motion. All voted: AYE.

A discussion was held regarding the use of Berkshire High School. Mrs. Carson made a motion to pursue options at Berkshire High School for the Board of Elections for relocation and/or storage use. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder made a motion to adjourn the meeting at 1:07 p.m. Mrs. Carson seconded the motion. All voted: AYE.

Next meeting: Special, August 2, 2022 – Primary Election