

## SPECIAL MEETING

August 2, 2022

## MINUTES

The meeting was called to order by Chairman Dennis Pavella at 6:35 a.m. Present were Joan Windnagel, Janet Carson, Director Michelle Lane, and Deputy Director Nora McGinnis. Ed Ryder attended as guest via phone. Other guests attending via Teams were Shelly Lewis, Sharon Gingerich, and Hannah Diemer-Sekas. Frank Antenucci arrived at 8:00 a.m.

Mrs. Windnagel made a motion to open the polls at 6:30 a.m. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Scott Daisher joined the meeting to review and explain Ballot Batches A1 and A2 for possible remakes, over votes, and to determine voter intent.

Batch A1 Republican (2 ballots) –

After reviewing the 2 ballots, Mrs. Windnagel made a motion to accept the ballots as such:

Not count the race on 1 ballot where there was a true over vote;

Remake 1 ballot due to crease.

Mrs. Carson seconded the motion. All voted: AYE.

Batch A2 Democratic (1 ballot) –

After reviewing the 1 ballot, Mrs. Windnagel made a motion to accept the ballot as such:

Accept 1 ballot as voted where voter intent was determined and pen rest was disregarded.

Mrs. Carson seconded the motion. All voted: AYE.

There were no insufficient absentee ballot envelopes to review. The voters can be called to remind them to come in to the office and sign their 11-S form.

Provisional ballot processing by the employees was discussed. Mrs. Windnagel made a motion to allow employees to start processing provisional ballots. Mrs. Carson seconded the motion. All voted: AYE.

The date of the Official Canvass was set for August 22, 2022, at 9:00 a.m. The public test is tentatively set for August 17, 2022. The post-election audit date will be discussed later.

The Parkman petition that was filed for a second time was reviewed. It was determined by the Board to still be insufficient. Mrs. Windnagel made a motion to reject the Parkman petition based on a legal determination made on August 1, 2022, by Kristen Rine, the Assistant Prosecuting Attorney, due to the

zoning resolution and amendment not being attached. Mr. Pavella seconded the motion. All voted: AYE.

The Board also discussed a letter that was received at the Board of Elections from a concerned citizen stating Albert Miller did not circulate the petition even though he had signed as the circulator. Director Lane was asked to call the letter-writer in Parkman and ask if they would submit a notarized letter stating when and where the incident occurred and the name of the person who was the circulator.

Mrs. Windnagel made a motion at 7:12 a.m. to go into Executive Session per the ORC Section 121.22 (G) (3) to conference with the Board's legal counsel concerning pending litigation and to include Director Lane, Deputy Director McGinnis, Ed Ryder, and Scott Daisher. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Pavella, Yes.

Mrs. Windnagel made a motion to leave Executive Session at 8:00 a.m. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Pavella, Yes.

A discussion was held regarding the future location of the Board of Elections office. More information is needed on getting estimates for the purchase of Newbury Auditorium or the leasing of the old Berkshire High School.

Frank Antenucci gave an update on the County Administration Building. The installation of the cell phone boosters is in process and could take 60-90 days. It was discovered that the Maintenance Department has master keys to all doors in the new building. This is unacceptable and IT is looking into how this situation can be handled and resolved.

The Board Members decided to begin their visits to the polling locations and reconvene at 7:00 p.m. to complete the remainder of the Agenda and certify the Unofficial Canvass.

Director Lane gave her report once the Board reconvened. The grant report was completed and sent to the Secretary of State. Director Lane's main focus has been working on election related activities and preparing poll worker materials. In addition to the election, Mrs. Lane continues to work on and respond to public records requests.

Deputy Director McGinnis reported that the majority of her time has also been spent on election preparations as well as managing absentee voting procedures. She has been training the new Absentee Supervisor, Laura Amick.

Mrs. Windnagel made a motion to close the polls at 7:30 p.m. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to certify the unofficial results of the August 2, 2022, Primary Election. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to allow the staff to come in at 9:30 a.m. the following morning and get paid for the full eight hours. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to cancel the next regular meeting scheduled for August 18, 2022, due to the official certification being held on August 22, 2022. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to adjourn the meeting at 9:47 p.m. Mrs. Carson seconded the motion. All voted: AYE.

Next meeting: Special, August 22, 2022 – Official Certification