

## SPECIAL MEETING

December 3, 2020

## MINUTES

The meeting was called to order by Chairman Ed Ryder at 9:00 a.m. Present were Mr. Dennis Pavella, Mrs. Janet Carson, Mrs. Joan Windnagel, Director Pete Zeigler and Deputy Director Michelle Lane.

Mr. Pavella made a motion authorizing staff designated by the Director to handle ballots during the Post Election Audit. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Zeigler then started the Post-Election Audit.

Mr. Pavella moved to approve the November 17, 2020 meeting minutes. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Zeigler reviewed the current bills. Mr. Pavella made a motion to approve payment of the following bills as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Clearview Tinting	\$6,500.00
Gilmore Security	\$13,565.00
Southern Computer Warehouse	\$39.95
Ted Gideon	\$68.95
Township of Munson	\$270.00

Mr. Pavella made a motion to approve payment of the following Maple Leaf bill. Mrs. Windnagel seconded the motion. Mrs. Carson, Mrs. Windnagel and Mr. Pavella voted: AYE. Mr. Ryder: Abstained.

Geauga County Maple Leaf	\$100.00
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Mr. Pavella made a motion to approve the following Poll Worker payroll. Mrs. Windnagel seconded the motion. All voted: AYE.

Poll Worker Payroll	\$92,095.70
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The Board spoke with Nancy McArthur regarding failures to respond to audit letters. Mr. Ryder suggested that failure to respond from candidates whom have not contacted the Board by the end of the year should be sent to the Ohio Elections Commission. The Board agreed. Director Zeigler recommended Richers Restoration and Candice Loyd be referred to the Ohio Elections Commission. Mr. Pavella made a motion to refer Rickers Restoration and Candice Loyd to State Elections Commission for failure to file reports. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella moved to accept Finance reports as audited by staff. Mrs. Windnagel seconded the motion. All voted: AYE.

The Board then reviewed purchasing new voting equipment. Director Zeigler likes one company better and the other company but it does not make the best High Speed Scanner. The Board agreed that 100 Optical Scan Tabulators would be needed for 78 precincts. Mrs. Carson asked about the Ballot and Director Zeigler responded that we could continue to use if we continued to use ES&S.

Mr. Daisher was asked for his opinion. He felt ES&S would fit our needs better. He liked Unison for a few products but felt ES&S has longevity. If the Board goes with RBM additional products would have to be purchased. He would not call RBM's scanner high speed and does not believe it would be as fast as the ES&S scanner. He likes the separation of ballots when using the ES&S 450 and felt he would not be able to do as much in house maintenance on RBM products.

Craig Siebert was then called to go over ES&S's bid. Election Ware would replace Unity and that includes the server and the printer. Mr. Daisher asked if it would be our responsibility to unload the Equipment at the office if purchased. Craig responded saying they would unload and place the equipment in building. Mrs. Windnagel had a question regarding the Ballotars. Craig responded that two new Ballotars were on the quote. Fifteen days of training will be provided. There were questions regarding the warranty and when the maintenance contract begins. The State will pay for the first year maintenance on the 450.

Director Zeigler stated he would like to implement the new equipment in the May Special as it will be a smaller election.

Mr. Ryder asked if ADP needs to approve the purchase. Director Zeigler said no because we are not on the County internet system. Mrs. Carson would like to know the cost of the license and support fees for future years. Mr. Ryder suggested putting in the contract that the licensing and support fees in years six through ten would not exceed ten percent of what we are now paying. Mrs. Carson said she was comfortable with that.

Mr. Seibert said the fees will increase year six to about sixty thousand a year for all fees. Mrs. Carson stated that is a twenty-five percent increase. Mrs. Windnagel asked about the old equipment, and Mr. Seibert responded saying they will help with removing it.

Chairman Ryder moved to purchase equipment from ES&S as detailed in their purchase proposal of 10/30/2020 for \$903,990.00, plus \$20,770.00 for annual incremental hardware preventative maintenance, with the understanding that the licensing and support fees for years six through ten shall not increase more than twenty-five percent of the charges for years two through five, and that the hardware preventative maintenance for years six through ten shall not increase over costs for years

two through five. The shipping and handling not to exceed five thousand dollars. Also, ES&S will credit the Geauga County Board of Elections with \$13,000.00 rental fees for 20 M100s rented by the Board of Elections for the November 2020 Election. Mr. Pavella seconded the motion. All voted: AYE.

Mrs. Carson would also like to purchase more poll pads. Director Zeigler will get a cost estimate.

Director Report - Director Zeigler stated that he has been wrapping up several election related reports and has submitted the Cares Act Grant Report. He reminded the Board that the office will be closed between Christmas and New Year's.

Deputy Director Report- Deputy Director Lane has been notifying elected candidates regarding their Certificates and Commissions. She has also been working on the 2016 Cancellation files requested by the Secretary of State.

Mr. Pavella moved to cancel the December 17, 2020 Board Meeting. Mrs. Windnagel seconded the motion. All voted: AYE. The next meeting will be in January 21, 2021.

Mr. Pavella moved to adjourn at 12:17 p.m. Mrs. Windnagel seconded the motion. All voted: AYE.