

REGULAR MEETING

January 20, 2022

MINUTES

The meeting was called to order by Chairman Dennis Pavella at 9:04 a.m. Present were Mrs. Janet Carson, Mrs. Joan Windnagel, Director Michelle Lane, Deputy Director Nora McGinnis, Staff member Scott Daisher, County Auditor, Charles Walder, IT Chief Deputy Administrator, Frank Antenucci, and Sharon Madger. Attending via WebEx was Ed Ryder, Corey Colombo, and Shelly Lewis.

Mrs. Windnagel made a motion to approve the December 13, 2021, and January 6, 2022, Meeting Minutes as presented. Mrs. Carson seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Mrs. Windnagel made a motion to move the approval of bill payments down on the agenda. Mrs. Carson seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Mr. Walder and Mr. Antenucci were in attendance to discuss the move to the new administration building. Departments from the 470 Center St. complex will be moving late spring to early summer. Board of Elections will remain at 470 Center St. through the end of 2022. Some of the technology items to focus on between the IT Department and Board of Elections are: email, servers and switches, telephones, security system and cameras, and website updates. Other matters of importance are: emergency power, generator location, snow removal, and general building maintenance.

Mr. Walder emphasized the issues the Auditor's Department and the Board of Elections are having with the lack of communication from the Commissioners and Mr. Morgan. Mr. Walder had not been made aware of the agreement that was made between the Board of Elections and the Commissioners to remain at 470 Center Street through the end of 2022. This also added challenges to the IT Department to find solutions to technology issues for the Board of Elections to remain at 470 Center Street. Mr. Walder related examples of his issues with the new building construction, including no space for IT department, size of generator, alternative fire suppression system for critical IT equipment and several other problems. Mr. Walder indicated he was able to resolve some of the issues but not all of his concerns were resolved. He spoke of the extra time the lack of communication caused and how difficult the process has been.

Mrs. Windnagel made a motion to go into Executive Session per the ORC Section 121.22 (G) (3) and ORC Section 121.22 (G) (6) at 10:20 a.m., and to include Director Lane, Deputy Director McGinnis, Mr. Daisher, Mr. Ryder, and counsel Mr. Colombo. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mrs. Carson, Yes; Mr. Pavella, Yes.

Mrs. Windnagel made a motion to leave Executive Session at 11:31 a.m. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mrs. Carson, Yes; Mr. Pavella, Yes.

The list of campaign finance reports was reviewed. Mrs. Carson requested the reports be emailed to the Board members prior to the meeting. Mrs. Windnagel made a motion to accept the campaign finance reports as reviewed by the staff. Mr. Pavella seconded. AYES, Mr. Pavella, Mrs. Windnagel. NO, Mrs. Carson.

Mr. Pavella made a motion to add \$700.59 to the list of bills for travel expenses for Mrs. Carson. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Mrs. Windnagel made a motion to pay the following bills as presented. Mrs. Carson seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

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| Quill | \$25.92 |
| Quill | \$186.41 |
| Quill | \$240.92 |
| Blue Technologies | \$200.24 |
| Blue Technologies | \$200.24 |
| Uline | \$86.30 |
| Sunrise Springs Water | \$24.30 |
| Gillmore Security | \$165.00 |
| Knowink | \$11,875.00 |
| Chardon Oil | \$153.55 |
| MNJ Technologies Direct | \$140.95 |
| Southern Computer Warehouse | \$63.08 |
| Blue Spark Data | \$4,500.00 |
| John Lucas | \$10.76 |
| Nora McGinnis | \$50.50 |
| Michelle Lane | \$154.13 |
| KMI Printing | \$387.54 |
| Quadient | \$329.22 |
| Blue Technologies | \$84.78 |
| Quill | \$422.37 |
| Quill | \$304.50 |
| UPS | \$35.18 |
| Triad | \$19,675.00 |
| Joan Windnagel | \$821.83 |
| Scott Daisher | \$711.00 |
| Michelle Lane | \$605.43 |
| Catherine Hall-Gillette | \$433.63 |

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| Nora McGinnis | \$849.85 |
| Kim Schwartz | \$20.43 |
| Ramona Saikaly | \$213.59 |
| Janet Carson | \$700.59 |

The purchase of Absentee envelopes was discussed. Mrs. Lane stated that due to the possible shortage of paper, it is recommended to purchase Absentee envelopes for the 2022 Primary and General Elections. Mrs. Carson made a motion to approve up to \$20,000 for the purchase of Absentee envelopes. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Director Lane stated that there is a large amount of 14" ballot stock on hand. Due to the unknown factor of the ballot layouts for the May Primary, it would be reasonable to order 17" Express Vote stock to have on hand as well. Mrs. Carson made a motion to order 1000, 17" Express Vote stock. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Director Lane distributed a standard Federal Grant Award Inventory Policy for the Board members to review. The discussion of the policy will be placed on next month's agenda.

Mrs. Lane, Mrs. McGinnis, and Mr. Daisher will be attending a meeting at the Lake County Board of Elections on Thursday, January 27, at 9:30 a.m. Representatives from BallotSync will be demonstrating their product which is a software application that helps streamline communications in overlapping districts. Mrs. Carson made a motion to reimburse expenses for the travel to and from Lake County for the three attendees. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

The 2022 OAEO Winter Conference was discussed. Overall, the breakout sessions were good. There was disappointment in the reception regarding the large group of people in a small area and the lack of masks being worn.

Director Report – Director Lane reported on the meeting with Bob Fink regarding chargebacks for 2021. She also reported on the need to find a new polling location in Newbury due to the Newbury Auditorium no longer being available. Possibilities include: Legacy Woods Lodge (previously Wicked Woods), Kinetico, the church on Auburn Rd., and the old Prots building on Kinsman Rd. Mrs. Lane has reached out for quotes for new voting booths and secrecy sleeves and is waiting for a response. She is also looking into the OPEX envelope opening product and reviewing the annual expense report to be submitted to the SOS.

Deputy Director Report – Mrs. McGinnis reported on the quotes and proofs from Graphic Village for the Absentee envelopes. Also, James Waite, the SOS security liaison, will be here on Monday, January 24, to replace the SOS workstation in the server room. Mrs. McGinnis asked Mr. Waite to also review the cybersecurity reports with the Director and Deputy Director. Mrs. McGinnis is assisting Kim Schwartz with creating the 100-day notice for the May 3 Primary Election and helping the Director as needed.

Mr. Pavella made a motion to adjourn the meeting at 12:24 p.m. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Windnagel, Mrs. Carson.

Next meeting – February 17, 2022

CAMPAIGN FINANCE REPORTS

1. Friends of Skip Claypool – Post General 12/9/21
2. Friends of Skip Claypool – Pre General 11/21/21
3. Mark Porter for Council – Post General 12/13/21
4. Mark Porter for Council – Pre General 10/18/21
5. Pamela Claypool – Pre General 10/14/21
6. Friends of Maggie Zock – Post General 12/3/21
7. Friends of Maggie Zock – Pre General 10/21/21
8. Friends of Lorrie Sass Benza – 2021 Annual 12/15/21
9. Joe Mazzurco for Chester Twp Trustee – Post General 12/10/21
10. Joe Mazzurco for Chester Twp Trustee – Pre General 10/19/21
11. Committee to Elect William Blue – Post General 12/9/21
12. Cindy Nairn Re-Election Campaign – Post General 12/7/21
13. Cindy Nairn Re-Election Campaign – Pre General 10/18/21
14. WGWatch – 2021 Semi Annual 7/30/21
15. Jim Mueller – Post General 12/10/21
16. Jim Mueller – Pre General 10/20/21
17. Rambo for Trustee – Pre General 10/20/21
18. Committee to Elect Jennifer Troutman – Post General 12/10/21
19. Friends of Todd Albright – Pre General 10/20/21
20. Citizens for Chardon Schools – 2021 Semi Annual 7/29/21
21. Ted Wojtasik Election Finance Report – 2021 Annual 10/19/21
22. John Norman Election Finance report – 2021 Annual 10/19/21
23. Susan Wojtasik Election Finances – 2021 Annual 10/19/21
24. Committee to Elect Majeski Trustee – Post General 11/9/21
25. Friends of Dan Meleski – Post General 11/29/21
26. Ben Kotowski for School Board - 2021 Semi Annual 8/2/21
27. Supporters of Cardinal Local School District – 2021 Semi Annual 7/30/21
28. Diemer Sekas for Council – 2021 Semi Annual 7/30/21
29. Paul A. Molan – Post General 12/17/21
30. McCaskey for Trustee – Post General 12/9/21
31. McCaskey for Trustee – Pre General 7/30/21
32. Payne & Taylor for Chardon Schools – Amended Pre General 10/20/21
33. Payne & Taylor for Chardon Schools – Pre General 10/19/21

34. Committee to Elect Christopher Grau – Post General 11/30/21
35. Committee to Elect Christopher Grau – Pre General 10/14/21
36. Mabel Kopp – Post General 12/9/21
37. Friends of Andrew Blackley – Post General 12/9/21
38. Friends of Mike Spencer – Post General 12/9/21
39. Issue 2 Committee Parkman Fire & Rescue – Post General 12/3/21
40. Friends of Ruth Cavanagh – Post General 12/9/21
41. Jody Miller for Berkshire Bd of Education – Post General 12/8/21
42. Candidate Wittine for Trustee – Post General 12/7/21
43. Klepper Committee – Post General 12/7/21
44. Kaitlyn Arganti – Post General 12/7/21
45. Greg J. Tropf – Post General 12/6/21
46. Committee to Elect Heather L. Moseman – Post General 12/6/21
47. Copper J. Sherman – Post General 12/3/21
48. Randal C. Peterson – Post General 12/3/21
49. Friends of Anthony Peto – Post General 12/3/21
50. Friends of Anthony Peto – Pre General 10/19/21
51. Lance Portman – Post General 12/2/21
52. Linda Smallwood – Post General 12/2/21
53. Jonathan E. Tiber – Post General 12/1/21
54. Bushman for Trustee – Post General 12/1/21
55. Committee to Re-Elect William Skomrock, Jr. – Post General 11/29/21
56. Scott Klein – Post General 11/29/21
57. Ron Eging – Termination 11/29/21
58. Richard L. Seyer – Post General 11/24/21
59. Nancy J. Saunder for Huntsburg Trustee – Post General 11/24/21
60. Friends of Phil Paradise, Jr. – Pre General 11/22/21
61. Jerry M. Rose, Jr. – Post General 11/18/21
62. Committee to Elect Beth Krause – Post General 11/12/21
63. Friends of Greg Heilman – Post General 11/15/21
64. Benjamin Timmons – Post General 12/14/21