

REGULAR MEETING

June 16, 2022

MINUTES

The meeting was called to order by Chair Dennis Pavella at 9:03 a.m. Present were Joan Windnagel, Ed Ryder, Director Michelle Lane, and Deputy Director Nora McGinnis. Board Member Janet Carson attended via Teams. Guests attending the meeting via Teams were Frank Antenucci, Sharon Gingerich, Shelly Lewis, Mary Zettelmeyer.

The post-election audit will commence at 10:00 a.m. as scheduled.

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

Sunrise Springs	\$35.75
Geauga County Maple Leaf	\$50.00
Geauga County Maple Leaf	\$100.30
Geauga County Maple Leaf	\$100.30
Geauga County Maple Leaf	\$115.00
Gillmore Security	\$165.00
Gillmore Security	\$97.00
Quill	\$59.92
Quill	\$109.35
Quill	\$56.28
Chardon Oil	\$161.19
Ohio SOS	\$780.00
Graphic Village	\$545.00
OAEO	\$660.00

Scott Daisher joined the meeting and said he is reviewing the Geauga County Republican Party Central and Executive Committee 2021 annual and 2021 semi-annual reports with the Republican Party Treasurer.

The Committee to Elect Jim Dvorak filed their 2022 post-primary report after the 4:00 p.m. deadline on June 10, 2022. Mr. Daisher stated that it was turned in 21 minutes late. Mrs. Windnagel made a motion to accept the Committee to Elect Jim Dvorak post-primary campaign finance report and not send a notice to the Elections Commission. Mrs. Carson seconded the motion. All voted: AYE.

Ballot quotes were presented by Deputy Director McGinnis. Quotes were received from Graphic Village, Midwest Direct, and Youngstown Letter Shop. Mr. Ryder made a motion to accept the quote submitted by Youngstown Letter Shop. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to accept the recommendations for the ballot order made by Mrs. McGinnis. Mrs. Carson seconded the motion. All voted: AYE.

Director Lane stated that she has done research on a mail opener and extractor. She discussed the benefits of the OPEX rapid extraction mail opener. She is impressed with how the machine works and hopes the Board might approve the funds to purchase it for the next Presidential Election or possibly sooner. The contract for the OPEX machine, service, and freight estimate was \$38,130. The company is also offering a one-time courtesy move if we purchase it before we move. Mr. Ryder inquired about a maintenance fee.

Mrs. Lane stated that Monday, June 20th, the county offices will be closed in observance of the Federal holiday, Juneteenth. Mrs. Windnagel made a motion to give the staff the day off with pay. Mrs. Carson seconded the motion. All voted: AYE.

The summer conference is approaching. Mrs. Lane will check with Ron Leyde to make sure we have the correct state tax exemption forms. The Eventbrite tickets for the conference were distributed to each of the Board members as well as the Director and Deputy Director. Mrs. McGinnis will check other hotels near the Hilton Easton for a closer location than the Hampton Inn.

Mr. Antenucci gave an update on the progress of the new building. ADP submitted a proposal for cellular coverage in the new building. The proposal was at a cost of \$168,000 for the entire building from roof to basement. It incorporates four main carriers: Verizon, AT&T, T-Mobile, and Sprint. It was turned over to Gerry Morgan the day before this meeting. Mr. Antenucci stated that the entire Ravenwood/Merritt Rd. area has poor cellular coverage and the cellular boosters are necessary. Mr. Antenucci reported that the new Administration Building is at substantial completion. Furnishings are being placed on the 3rd floor and working downward to the basement. Workers are still present for touchups, fixes, and more furniture installs. Move-in dates are planned for the end of June starting with part of the ADP Department.

Mrs. Windnagel made a motion to go into Executive Session per the ORC Section 121.22 (G) (3) to conference with the Board's legal counsel, Corey Colombo, concerning imminent litigation, and ORC Section 121.22 (G) (1) to consider compensation of a public employee at 10:07 a.m., 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 11:50 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.

Following Executive Session, Mrs. Windnagel made a motion to increase the hourly wage for the part-time seasonal staff including office workers and crew from \$15.50 to \$17 from the start of the next pay cycle. Mrs. Carson seconded the motion. All voted: AYE.

Director Report – Director Lane reported that the State is providing funding to all the county Boards of Elections for the August 2, 2022, Primary Election. The allocation for the Geauga County Board of Elections will be a little over \$215,000. Mrs. Lane is waiting for the contract from the Secretary of State's office. She continues to work on the EAP which is due to the Secretary of State in early July. Director Lane has been assisting Ramona with registrations that were on hold from the May Primary. She has also contacted Mr. Fink of B. Fink Consulting, regarding a chargeback contract for the 2022 elections.

Deputy Director Report – Mrs. McGinnis has been working on the ballot order quantities for the August Primary. She has been assisting Kim Schwartz with the military and overseas ballots which need to be sent out tomorrow, June 17. 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 League of Women Voters' Facebook page had comments on Mr. Morgan's press release in the Maple Leaf. Mrs. Carson made a motion to approve the Board's adoption of the Chair's press release and adopt as part of the meeting. Mr. Ryder seconded the motion. AYES, Mr. Pavella, Mr. Ryder, Mrs. Carson. NO, Mrs. Windnagel.

Mr. Ryder made a motion to adjourn the meeting at 12:33 p.m. Mrs. Windnagel seconded the motion. All voted: AYE.

Next meeting: July 21, 2022