

Geauga County Board of Elections

REGULAR MEETING

JUNE 18, 2020

MINUTES

The meeting was called to order by Chairman Ed Ryder at 9:06 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 to approve the special meeting minutes of May 15, 2020 as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella made a motion to approve the special meeting minutes of June 2, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

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

Election Systems & Software, LLC	\$9,970.00
Auburn Township Trustees	\$ 175.00
Blue Technologies	\$ 73.18
Geauga County ADP Board	\$ 68.48
Ohio Association of Election Officials	\$1,478.00
Blue Technologies	\$ 50.44
Blue Technologies	\$ 7.50
LBL Lithographers dba Shetler Office Solutions	\$ 24.04

Finance Reports – The Board reviewed the following Campaign Finance Reports, and the Campaign Committee Failure to File and Failure to Respond Lists. Mr. Pavella made a motion to accept the Campaign Finance Reports as audited and approved by staff and the list of Campaign Committees that failed to file or failed to respond. Mrs. Windnagel seconded the motion. All voted: AYE.

AUDITED CANDIDATE COMMITTEE REPORTS

Committee to Elect Jim Flaiz – 2019 Annual, 2019 Amended Annual, 2020 Post-Primary
Galicki for Commissioner – 2020 Post-Primary
Keep Judge Grendell – 2020 Amended Pre-Primary
Hildenbrand for Sheriff – 2020 Post-Primary
Friends of Tim Lennon – 2020 Post-Primary
Quay for Recorder – 2020 Pre-Primary, 2020 Amended Pre-Primary, 2020 Post-Primary
Rambo for Judge – 2020 Post-Primary
Committee to Elect Ralph Spidalieri – 2020 Post-Primary
Friends of John Urbancic – 2020 Post-Primary

AUDITED PAC COMMITTEE REPORTS

Balanced Political Solutions – 2020 Post-Primary
Geauga County Children’s Services Levy Committee – 2020 Post-Primary

AUDITED COMMITTEES TERMINATING

Citizens for Russell Township Parks – 2019 Annual, 2020 Pre-Primary, 2020 Amended Pre-Primary,
2020 Post-Primary
Committee to Re-Elect Ben Garlich
Thompson’s Levy Supporters

FAILURE TO FILE 2020 POST-PRIMARY REPORT

Senior Services Levy Committee: they also have failed to respond to audit letter dated 4/8/2020 regarding amended 2019 Semi-Annual and 2019 Annual reports.

FAILURE TO RESPOND TO AUDIT LETTER WITHIN 21 DAYS

Christopher Berger – Treasurer Kimberly Martin Berger
Geauga County Republican Women’s Club – Treasurer Suzanne M. Stevenson

RESPONDED – HAVEN’T YET COMPLIED

Citizens for Michael Carroll – Treasurer Jill Carroll
Friends of the Chester Twp Fire Dept. – Treasurer Kathleen Lindsey
Rogish for Chester – Treasurer Amy Rogish
Geauga County Republican Party – Treasurer Kevin O’Reilly

FAILURE TO FILE OR RESPOND LIST FROM MAY 15 BOARD MEETING

Failure to File

The following campaign committees failed to file reports. We sent certified letters to them with no response they are all over 21 days (some much longer)

Committee to Elect Karen N. M. Austin – no reply to 3 certified letters to them re: Gen or Annual
 Adam McKinney Committee – no reply re: Post Gen
 Richers Restoration – np reply re: Post- Gen – filed waiver

Failure to Respond

The following campaign committees have not responded to audit letters. They are all over the 21 day limit, some after multiple letters have been sent.

Committee to Elect Candice Loyd
 Citizens to Preserve Chardon Traditions
 Geauga County Democratic Women’s Caucus (will submit amended report soon)
 Make Thompson Wet Again
 Senior Services Levy Committee
 Mary Ruth Shumway

Finance reports policy proposal for handling referrals - Director Pete Zeigler presented several policy proposals for Failure to File and Late Filing of Campaign Finance Reports as well as proposing a 10-day grace period. Pete Zeigler stated that he wanted to treat everyone equally, encouraging Committees to stay in touch, and wanting people to comply. The Board discussed phone calls, letters, email addresses, and the more information the better on filing forms especially for Designation of Treasurer. Director Zeigler will finalize a policy proposal for late filings for the Board to adopt in the near future.

National Change of Address (NCOA) – Deputy Director Michelle Lane stated the NCOA list has been received from the Ohio Secretary of State, confirmation notices need to be sent, update the BOE computer system, and the in-county voter registration needs to be processed. The full-time staff and seasonal, part-time staff are assisting with this process. Cost estimate from Triad to produce and layout the notices, fold, stuff in window envelope, and mail 2,000 approx. \$3,009. The cost to layout and produce the notices without mailing \$363. There are 700 in county, 1,300 out of county, and some have already updated their addresses. The records are cross checked with the Secretary of State database, BOE database, and Post Office. The deadline is June 27 – June 30, 2020 to mail the NCOA notice.

The part-timers are learning computer data entry for voter registration. Mr. Pavella felt it was a fine way to handle, and they are learning new skills. There have been 300 – 400 on-line voter registrations. The Board was in agreement to have Triad produce the notice and the Geauga County BOE mail.

Equipment Purchase – Director Zeigler asked if the Board would prefer to see demos by various vendors for the purchase of new voting equipment. The Purchase Agreement must be signed in the Year 2020. The Board agreed to see demos by RBM and ES&S.

ES&S does not have the high speed ballot sorting machine available to rent for the 2020 General Election. The Board discussed renting additional M100's for the General Election as they did in previous elections and to have the current M100's and the rented M100's serviced .

Polling Locations for November – Director Zeigler discussed Notre Dame Elementary School, and the Geauga Y.M.C.A. as possible polling locations for Munson. Newbury Schools are closing, and it is uncertain at this time if the Newbury Gymnasium will be open for voting in November. The S. Franklin Senior Community Center should be looked at as a polling location. Gurney School needs to be verified.

Early voting – Director Pete Zeigler is predicting 35,000 ballot requests by mail. The Secretary of State is mailing the Absentee Ballot Application to all registered voters in the State of Ohio. The envelope stock and supplies will be ordered. The Secretary of State has indicated there will be new forms and envelopes. There are 2,000 Absentee Ballot requests at the present time. Additional masks and sanitizing wipes are needed prior to the Election and at the polls. Mrs. Carson has a contact for these items.

Personnel - Mrs. Carson made a motion to go into Executive Session per ORC 121.22 (G) (1) for discussion of employee compensation at 10:36 A.M. Mrs. Windnagel seconded the motion. The roll call vote was taken. Mrs. Carson, Yes; Mrs. Windnagel, Yes; Mr. Pavella, Yes; and Mr. Ryder, Yes.

The Director and Deputy Director were not part of the Executive Session. At 10:55 A.M., the Director Pete Zeigler was asked to join the Executive Session. Each employee and Director was asked to be a part of the Executive Session on a one-to-one basis with the Board.

Mr. Pavella made a motion to come out of Executive Session at 11:25 A.M. Mrs. Windnagel seconded the motion. Ed Ryder, Yes; Janet Carson, Yes; Denis Pavella, Yes; and Joan Windnagel, Yes.

Mr. Pavella made a motion to increase the Director Pete Zeigler's current pay to \$69,000 per year effective June 19, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella made a motion to increase Nora McGinnis' current pay to \$45,000 per year effective June 19, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella made a motion to increase Nancy McArthur's current pay to \$44,000 per year effective June 19, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella made a motion to increase the seasonal, part-time, temporary employees by .50 cents an hour to \$15.00 effective June 21, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Pavella made a motion to increase Scott Daisher's current pay to \$55,000 per year effective June 19, 2020. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Report – Director Pete Zeigler informed the board of the prep and planning for the November Election. He also asked for a motion to approve expenses for the Director and Deputy Director to attend the Academy of Legal Education. Denis Pavella so moved and Mrs. Windnagel seconded the motion. All voted: AYE.

Deputy Director Report – Mrs. Lane thanked the Board for their appointment of her to Deputy Director. She stated that she is still handling registration, NCOA and other duties. Mrs. Lane expressed concern regarding the space being allotted to the Board of Elections in the new County Administration Building as the square footage is the same as our present building. Chairman Ryder suggested that the Director and Deputy Director compose a letter to the Geauga County Commissioners regarding our concerns.

Mr. Pavella made a motion to adjourn the meeting at 11:50 A.M. Mrs. Windnagel seconded the motion. All voted: AYE.

The next meetings are scheduled for: June 30, 2020, special meeting at 2:00 P.M. for interviews; and July 16, 2020, regular meeting