

## REGULAR MEETING

November 18, 2021

## MINUTES

The meeting was called to order by Chairman Dennis Pavella at 9:08 a.m. Present were Mrs. Janet Carson, Mrs. Joan Windnagel, Mr. Ed Ryder, Director Michelle Lane, Deputy Director Nora McGinnis, Mr. Todd Albright, Eli Albright, and Mr. Joseph Loyd. Attending by phone was Shelly Lewis.

Mr. Ryder made a motion to approve the November 2, 2021, Meeting Minutes as presented. Mrs. Carson seconded the motion. All voted: AYE.

Deputy Director McGinnis reviewed the current bills to be paid.

Mrs. Carson made a motion to pay the following bills as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Quill	\$237.93
Quill	\$8.99
Quill	\$17.49
Quill	\$179.99
Quill	\$26.38
Quill	\$37.99
Quill	\$18.58
Quill	\$144.96
Quill	\$16.69
Quill	\$262.26
Quill	\$34.99
Quill	\$35.96
Auburn Township Trustees	\$175.00
Kiwanis Lake Community	\$375.00
Munson Township	\$125.00
Youngstown Letter Shop (YLS)	\$18,728.82
Uline	\$141.13
Geauga County ADP Board	\$63.08
Sunrise Springs Water	\$47.90
KMI Printing	\$109.60
Graphic Village	\$396.00
Edward Ryder	\$5.84
MNJ Technologies Direct	\$1,375.00
ES&S	\$7,814.67
Knowink	\$45,500.00
Geauga County ADP Board	\$475.00

Geauga County ADP Board	\$850.00
Geauga County ADP Board	\$2,400.00
OAEO - REO classes	\$2,200.00
Chardon Oil	\$82.01
Dawn Greene	\$43.90
Don Mohney	\$60.48
Kenneth Chuha	\$81.82
Thomas McGinnis	\$72.24
Robert Amick	\$63.28
Lori O'Neill	\$48.38
Terrance Zion	\$47.43
Harold Strahan	\$23.91
Mark Halford	\$30.00
John Lucas	\$217.11
Maureen Depenbrok	\$51.52
William Clark	\$25.70
Triad Governmental Systems	\$1,236.36
OAEO Conference (up to 10 registrations)	\$1,500.00
HAVA Funds	\$1,087.17

Mrs. Windnagel made a motion to pay the Geauga Maple Leaf bill as presented. Mrs. Carson seconded the motion. AYES, Mr. Pavella, Mrs. Carson, Mrs. Windnagel. Abstain, Mr. Ryder.

Geauga County Maple Leaf	\$190.00
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The payment of the OAEO Conference and the return of the HAVA funds were discussed. Mrs. Windnagel made a motion to approve the payment of up to 10 people to attend the conference and to approve the return of \$1087.17 in HAVA funds. Mr. Ryder seconded the motion. All voted: AYE.

Transfer of Funds – Director Lane requested an appropriation transfer of funds for \$6,000.00 from Contract Services (1001-050-00-601) to Training (1001-050-00-910). The transfer of funds would cover the cost of the Poll worker training videos, REO classes, and Conference registration.

Mrs. Windnagel made a motion to approve the transfer of \$6,000.00 from Contract Services (1001-050-00-601) to Training (1001-050-00-910). Mrs. Carson seconded the motion. All voted: AYE.

The Poll worker payroll totaled \$58,252.34. Mrs. Carson made a motion to pay the Poll worker payroll. Mrs. Windnagel seconded the motion. All voted: AYE.

There was one unreadable postmark in the group of 10-Day Absentee ballots. The ballot was from Auburn Township. Mr. Ryder made a motion to reject the ballot Mrs. Windnagel seconded the motion. All voted: AYE.

There were 87 10-Day Absentee ballots with a good postmark. Mrs. Carson made a motion to accept all 87 as recommended by staff. Mr. Ryder seconded the motion. All voted: AYE.

There were nine 10-Day Absentee ballots with a late postmark. Mrs. Carson made a motion to reject the nine ballots postmarked after the 11/1/21 deadline. Mr. Ryder seconded the motion. All voted: AYE.

Three 10-Day Absentee ballots were received after the 10 day deadline. Mrs. Windnagel made a motion to reject the three ballots received after the 11/12/21 deadline. Mrs. Carson seconded the motion. All voted: AYE.

Six 11-S absentee ballot supplements were outstanding. Mrs. Carson made a motion to reject five of the absentee ballots with unreturned 11-S forms. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Carson made a motion to accept one absentee ballot with an outstanding 11-S supplement form from Troy Township that was returned timely and had other identification matching the voter. Mrs. Windnagel seconded the motion. All voted: AYE.

One 10-Day Absentee ballot was reviewed for the signature match. Mrs. Carson made a motion to accept the absentee ballot since the Board is not qualified to review signatures by handwriting. Mrs. Windnagel seconded the motion. All voted: AYE. Mr. Ryder noted that the ballot was from Newbury Township.

Provisional ballots were reviewed. There were 35 address changes within county. Mrs. Windnagel made a motion to accept the 35 in-county address changes as recommended by staff. Mrs. Carson seconded the motion. All voted: AYE.

There were 30 Provisional ballots from registered voters in Ohio that moved to Geauga County. Mr. Ryder made a motion to accept the 30 Provisional ballots including one to be remade which was voted in a hospital. Mrs. Windnagel seconded the motion. All voted: AYE.

There were 13 Provisional ballots from voters that had requested an absentee ballot but either did not receive them or did not vote them. Mr. Ryder made a motion to accept the 13 Provisional ballots. Mrs. Carson seconded the motion. All voted: AYE.

Eleven Provisional ballots were name changes. Mr. Ryder made a motion to accept the 11 name changes as recommended by staff. Mrs. Windnagel seconded the motion. All voted: AYE.

Ten Provisionals were unregistered voters. Mr. Ryder made a motion to reject the 10 unregistered voters. Mrs. Windnagel seconded the motion. All voted: AYE.

Ten Provisional ballots were due to possible poll worker errors. Mrs. Carson made a motion to accept the 10 Provisional ballots as recommended by staff. Mr. Ryder seconded the motion. All voted: AYE.

Six Provisional ballots were submitted for Board review as follows: One missing date of birth, one incorrect street name but correct house number, one stub removed but attached to envelope, two possible poll worker errors, one registered after deadline.

Mrs. Carson made a motion to reject the ballot with the missing date of birth based on the Ohio Revised Code. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. Carson, Mrs. Windnagel. NO, Mr. Ryder.

Mr. Ryder made a motion to accept the one Provisional with incorrect street name. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Ryder made a motion to accept the one Provisional with the stub removed but attached to the envelope. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Ryder made a motion to accept the two Provisional ballots that were possible poll worker errors. Mrs. Carson seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion that due to a clerical error, to accept the one Provisional that registered late but was actually registered in another county prior to the deadline. Mrs. Carson seconded the motion. All voted: AYE.

Three Provisionals had no ID on the affirmation. Mr. Ryder made a motion to reject the three Provisionals with no ID. Mrs. Carson seconded the motion. All voted: AYE.

Two Provisional ballots were because of the cancelation of voter registrations due to inactivity. Mr. Ryder made a motion to accept the two Provisional ballots due to the Federal court case allowing canceled voters to vote, also known as the APRI exception. Mrs. Carson seconded the motion. All voted: AYE.

After running the 10-Day Absentee ballots (Batch A1) through the scanner it was determined that two of the ballots were unreadable due to the fold in the ballot. Mr. Ryder made a motion to modify the fold to allow the ballots to be read through the scanner. Mrs. Carson seconded the motion. All voted: AYE.

Five write-ins were reviewed. Mr. Ryder made a motion to count the write-ins with valid write-in names. Mrs. Carson seconded the motion. All voted: AYE.

The Provisional ballots (Batch Provisional A1) were run through the scanner. There were three ballots with write-ins. Mrs. Carson made a motion to accept the three write-ins each with valid write-in names. Mr. Ryder seconded the motion. All voted: AYE.

At 1:37 p.m., Mrs. Windnagel made a motion to certify the Official Canvass. Mr. Ryder seconded the motion. All voted: AYE.

The Board considered the cost of a recount. Mrs. Carson made a motion to assess \$65 per precinct as the recount cost. Mrs. Windnagel seconded the motion. All voted: AYE.

Tentative dates for a recount and the post-election audit will be discussed at a later date.

Chargebacks were discussed. Mr. Bob Fink recommended the training videos go under the Training fund. Mrs. Carson made a motion to hire B Fink Consulting to process the November 2021 chargebacks. Mrs. Windnagel seconded the motion. All voted: AYE. When the annual contract from B Fink Consulting is received, a copy will be forwarded to Kristen Rine for review.

Continuing Legal Education is scheduled for January 19, 2022, in Richfield, OH. Mrs. Carson made a motion to reimburse the Board, Director, and Deputy Director for expenses incurred in Richfield at CLE. Mr. Ryder seconded the motion. All voted: AYE.

The OAEO Conference was discussed. The tax exempt form will be requested from Ron Leyde. A Geauga County basket will be put together for the raffle.

Mrs. Carson made a motion to go into Executive Session per the ORC Section 121.22 (G) (3) at 1:58 p.m. Mr. Ryder seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mrs. Carson, Yes; Mr. Ryder, Yes, and Mr. Pavella, Yes.

Mr. Ryder made a motion to leave Executive Session at 2:32 p.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 and Mr. Ryder, Yes.

Mr. Ryder made a motion to go into Executive Session per the ORC Section 121.22 (G) (1) at 2:33 p.m. Mrs. Carson seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mrs. Carson, Yes; Mr. Ryder, Yes, and Mr. Pavella, Yes.

Mr. Pavella made a motion to leave Executive Session at 3:15 p.m. Mr. Ryder seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mrs. Carson, Yes; Mr. Pavella, Yes and Mr. Ryder, Yes.

Director Report – Mrs. Lane gave an update on returning the HAVA funds to the Secretary of State and reported on the daily activities of the staff since Election Day. Mrs. Lane is researching what needs to be done for the HAVA inventory spreadsheets.

Deputy Director Report – Mrs. McGinnis reported that she has been assisting and training Kim on Provisionals and 10-Day Absentee ballots as well as paying bills and assisting Director Lane.

Mrs. Windnagel made a motion to adjourn the meeting at 3:20 p.m. Mrs. Carson seconded the motion. All voted: AYE.

Next meeting – December 16, 2021