

## SPECIAL MEETING

November 7, 2023, Election Day

## MINUTES

The meeting was called to order by Chairman Dennis Pavella at 6:20 a.m. Present were Board Members Joan Windnagel and Nancy McArthur, Director Michelle Lane, and Deputy Director Nora McGinnis.

Mrs. Windnagel made a motion to open the polls at 6:30 a.m. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mrs. McArthur made a motion to approve the October 19, 2023, Board Meeting Minutes as presented. Mrs. Windnagel seconded the motion. All voted: AYE. Motion carried.

Board Member, Janet Carson, joined the meeting.

Deputy Director McGinnis reviewed the list of bills to approve:

Sunrise Springs	\$45.50
Uline	\$68.88
Youngstown Letter Shop	\$19,172.16
Quadient	\$326.65
Morse, Gantverg & Hodge	\$342.50
Auburn Twp	\$175.00
Kiwanis Lake	\$375.00
Connie Dustman	\$13.49
Cathy Hall Gillette	\$38.65
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$254.80
Geauga County Maple Leaf	\$259.35
Geauga County Maple Leaf	\$259.35
Geauga County Maple Leaf	\$245.70
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$254.80
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$259.35
Geauga County Maple Leaf	\$245.70
Geauga County Maple Leaf	\$172.90

Geauga County Maple Leaf	\$168.35
Geauga County Maple Leaf	\$268.45
Geauga County Maple Leaf	\$195.65
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$172.90
Geauga County Maple Leaf	\$227.50
Geauga County Maple Leaf	\$118.95
Geauga County Maple Leaf	\$225.00
John Lucas	\$207.50
Michelle Lane	\$84.92
Quill	\$167.97
Quill	\$68.99
Quill	\$99.98
Quill	\$25.96
Quill	\$105.96
DEX Imaging	\$23,206.00
Quadient	\$5,385.00

Mrs. McArthur made a motion to pay the bills as presented by Mrs. McGinnis. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

The Board next needed to determine which ballots were to be remade and review overvotes, blank ballots, and determine voter intent if necessary. Scott Daisher joined the meeting to present ballots needing review. No ballots needed to be remade and there were no over votes or blank ballots.

In Batch A1, the Board addressed voter intent on four ballots. Mrs. Windnagel made a motion to accept the four ballots that were addressed for voter intent. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

In Batch A2, the Board addressed voter intent on three ballots. Mrs. McArthur made a motion to accept the three ballots that were addressed for voter intent. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

In Batch A3, the Board addressed voter intent on four ballots. Mrs. Carson made a motion to accept the four ballots that were addressed for voter intent. Mrs. Windnagel seconded the motion. All voted: AYE. Motion carried.

In Batch A4, the Board addressed voter intent on 12 ballots. Mrs. Windnagel made a motion to accept the 12 ballots that were addressed for voter intent. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

Director Lane discussed the Chardon City B ballots with the misprint on the Local Option Issue. There were 21 ballots with misprints that went through the DS200 during Early Voting. With the

recommendation of our Legal Counsel, the Board was to review and make a determination as to how to count any votes cast on this issue. The Board determined that a vote "For the Tax Levy" is a "Yes" vote on the issue and a vote "Against the Tax Levy" is a "No" vote on the issue.

Mrs. McArthur made a motion to accept the 21 ballots as marked and keep the 21 ballots segregated for Chardon City B, Issue 24, Liquor Option. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

There were no insufficient absentee ballot envelopes needing review per Laura Amick, Absentee Supervisor. The Board did look at two ID envelopes that were returned by mail. They will make their determination at the Official Canvass.

Processing provisional ballot envelopes by staff was discussed. Mrs. Windnagel made a motion to allow staff to review the validity of provisional ballot envelopes. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

Dates for the Official Canvass, public test, and post-election audit were considered. The Board members decided on Monday, November 20, 2023, for the Official Canvass and Certification. A date for the post-election audit will be decided at the Official Canvass meeting.

Mrs. McArthur made a motion to hold a special meeting on November 20, 2023, at 1:00 p.m. for the Official Canvass and Certification, and to hold the public test on November 13, 2023. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

Mr. Pavella spoke with Mr. Antenucci, Chief Deputy Administrator of ADP, and there was nothing new to report from ADP.

There were two appropriations transfers to discuss and approve. The first was a transfer from Hospitalization to Salaries and to OPERS to cover the remainder of 2023 for the Board members. The second was a transfer from Contract Services to Materials and Supplies to cover supplies for the remainder of 2023.

Mrs. Carson made a motion to transfer \$1390.00 from 050-32-503 Hospitalization. Of that total, \$1370.00 will be transferred to 050-32-501 Salaries and \$70.00 will be transferred to 050-32-504 OPERS. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mrs. McArthur made a motion to transfer \$60,000.00 from 1001-050-00-601 Contract Services to 1001-050-00-701 Materials and Supplies. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

An addendum was made to the original Knowink contract for the new poll pads that were purchased. Mrs. Lane stated that the Board must sign the addendum so that it can be forwarded to Kristen Rine, Assistant Prosecuting Attorney, for approval.

Mrs. McArthur made a motion to approve the addendum to the Knowink contract. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

The August election funding was reviewed. Most expenses were paid out of the original \$99,248.00 grant check received from the Secretary of State. Another grant check in the amount of \$27,979.95 was received to cover those election expenses not covered by the original check. The Board was asked to acknowledge the transfer of appropriations.

Mrs. McArthur made a motion to acknowledge the transfer of appropriations for the additional funding from the Secretary of State. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

Polling locations for the 2024 elections were discussed. Director Lane stated that West Woods Nature Center will not be available for the 2024 November General Election due to the bridge being replaced. A possible alternative location is the EOUV Center on Pekin Rd., but parking is not close to the entrance and handicapped accessibility would need to be evaluated. The West Geauga Library was mentioned but it is in Chesterland, not Russell Township. ASM on Kinsman Rd. and Fairmount Center for the Arts on Fairmount Rd., are two other possibilities to explore. Another polling location change will be needed for Building 8 at 470 Center St. A couple options would be St. Mary's Church and Chardon Lakes Golf Course.

The Board will return at 7:00 p.m. to complete any other necessary business and to certify the Unofficial Canvass.

The Board returned at 7:00 p.m. At 7:30 p.m., Mrs. Windnagel made a motion to close the polls. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mr. Daisher stated that four more ballots needed to be reviewed.

In Batch A7, the Board addressed voter intent on four ballots. Mrs. Windnagel made a motion to accept the four ballots that were addressed for voter intent. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

The Board discussed allowing Staff to come in later the following morning. Mrs. McArthur made a motion to allow the Staff to come in at 9:00 a.m. the next morning and get paid for the full day. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

There was no other business necessary to legally certify the Unofficial Canvass.

Mrs. Windnagel made a motion to certify the Unofficial Canvass. Mr. Pavella seconded the motion. All voted: AYE. Motion carried.

The Director and Deputy Director reported that they have been putting all their efforts into preparing for Election Day.

Mrs. McArthur made a motion to adjourn the meeting at 10:46 p.m. Mrs. Windnagel seconded the motion. All voted: AYE. Motion carried.

*Next meeting: November 20, 2023, 1:00 p.m., Official Canvass*