

**Butler County Board of Elections  
Board Meeting Minutes  
August 17, 2015**

The Butler County Board of Elections met on Monday, August 17, 2015, at 9:05 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Judy Shelton, Member Bruce Carter, Member Todd Hall, Director Diane Noonan, Deputy Director Jocelyn Bucaro, Executive Assistant Donna DeFazio, Executive Assistant JacRisya McKinnon and Attorney Bob Selak.

Chairman Cloud submitted the minutes for July 20<sup>th</sup> for approval. Member Carter moved to approve the minutes; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	abstain
Member Hall	yea

Majority in favor; motion carried.

Director Noonan acknowledged the Receipt of the following Directives, Advisories, and Memoranda from Secretary of State:

**Directive**

<b>07/31/2015</b>	<b>2015-11</b>	<b>Instructions Regarding the Review, Examination, and Verification of the Supplemental Petition Proposing an Amendment to the Ohio Constitution (ResponsibleOhio</b>
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**Advisory**

<b>07/29/2015</b>	<b>2015-05</b>	<b>Investigation of ResponsibleOhio's Petition Circulation Efforts and Petition</b>
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**Memorandum**

**None**

Under Election Business, Chairman Cloud submitted the list of candidates to certify to the November 3, 2015 ballot. Deputy Director Bucaro stated there are 65 candidates on the list. Member Carter moved to certify the 65 candidates for the November 3, 2015 Election; Member Hall seconded. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea

Member Hall            yea

All in favor; motion carried.

Butler County Board of Elections  
Candidate Certification List  
November 3, 2015

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Certified  
Admin. Sign & Date

Adam B. Jones	For Member of Council 1st Ward of Fairfield City
Delbert Price	For Member of Council of Hamilton City
Talbott C. Moon	For Member of Council at Large of Middletown City
Suzi Rubin	For Member of Council of Monroe City
Keith M. Funk	For Member of Council of Monroe City
Jason Frentzel	For Member of Council of Monroe City
Walter Glenn Ellerbe Jr.	For Member of Council of Oxford City
Kate Rousmaniere	For Member of Council of Oxford City
George M.E. Trapp	Member of Council of Trenton City
Ryan D. Perry	Member of Council of Trenton City
Melissa A. Hobbs	Member of Council of Trenton City
Daniel C. Schmidt	For Village Council of Millville Village
Robert L. Henley	For Mayor of New Miami Village
Patricia Lipscomb	Village Board of Public Affairs of New Miami Village
Vivian M. Gorsuch	For Mayor of Seven Mile Village
Laura L. Oliver	For Fiscal Officer of Seven Mile Village
Lara S. Askill	For Village Council of Seven Mile Village
Joseph M. McAbee	For Township Trustee of Fairfield Township
Courtney Dennis Combs	For Township Trustee of Fairfield Township
Greg Sullivan	For Fiscal Officer of Hanover Township
Rita Tannreuther	For Fiscal Officer of Lemon Township
Kevin R. Majors	For Township Trustee of Lemon Township

Robert C. Coogan	For Township Trustee of Liberty Township
Steve Schramm	For Township Trustee of Liberty Township
Amy Schenck	For Fiscal Officer of Madison Township
Alan Daniel	For Township Trustee of Madison Township
Thomas Hall	For Township Trustee Unexpired Term of Madison Township
Deana R. Fackey	For Fiscal Officer of Morgan Township
Jerry Schaffer	For Township Trustee of Morgan Township
Keith Ballauer	For Township Trustee of Ross Township
Douglas M. Wheelright	For Fiscal Officer of St. Clair Township
John R. Snyder	For Township Trustee of St. Clair Township
Laura M. Daley	For Fiscal Officer of Wayne Township
Steve Countryman	For Township Trustee of Wayne Township
Michael J.F. Truster	For Township Trustee of Wayne Township
George F. Lang	For Township Trustee of West Chester Township
Chuck Cramer	For Township Trustee of West Chester Township
Andrew Schechter	For Member of Governing Board of Butler County Educational Services Center
Angie Hensley	For Member of Board of Education of Edgewood City Schools
Richard L. Hurchanik	For Member of Board of Education of Edgewood City Schools
Amy R. Ashcraft	For Member of Board of Education of Edgewood City Schools
Jerome Kearns	For Member of Board of Education of Fairfield City Schools
Balena Shorter	For Member of Board of Education of Fairfield City Schools
Scott Kruger	For Member of Board of Education of Hamilton City Schools
Tom Tran	For Member of Board of Education of Lakota Local Schools
Ernest D. Gause	For Member of Board of Education of Lakota Local Schools
David French	For Member of Board of Education of Madison Local Schools
Peter Scott Robinson	For Member of Board of Education of Madison Local Schools
Michelle Novak	For Member of Board of Education of Middletown City Schools
Chris Urso	For Member of Board of Education of Middletown City Schools
DeAnna Shores	For Member of Board of Education of Middletown City Schools

Todd Moore	For Member of Board of Education of Middletown City Schools Unexpired Term Ending 12/31/2017
Katie McNeil	For Member of Board of Education of Middletown City Schools Unexpired Term Ending 12/31/2017
Dave Grant	For Member of Board of Education of Monroe Local Schools
Bonnie Kelly	For Member of Board of Education of Monroe Local Schools
Christine M. Ruder	For Member of Board of Education of New Miami Local Schools
Susan J. Price	For Member of Board of Education of New Miami Local Schools
Roy Chapman	For Member of Board of Education of New Miami Local Schools
Penny Gray	For Member of Board of Education of New Miami Local Schools
Michael L. Kroeger	For Member of Board of Education of Ross Local Schools
Steven M. Stitsinger	For Member of Board of Education of Ross Local Schools
Michael W. Crowder	For Member of Board of Education of Talawanda City Schools
Johnny Cole	For Member of Board of Education of Talawanda City Schools
Lori Parks	For Member of Board of Education of Talawanda City Schools
Chris Otto	For Member of Board of Education of Talawanda City Schools

Deputy Director Bucaro stated that Eric Corbin and Melissa Trotta from Candidate and Ballot Services, will join the meeting to answer any questions regarding the lists of candidates that did not meet the statutory signature requirements. The candidates have been notified and the petitions are available for the Board's review. The first list is candidates who have enough valid signatures unless the Board disqualifies them for omissions on the petition forms. The petition forms did not have the nominating petition portion completed. It is the same information that is on the declaration of candidacy so the Prosecutor's opinion is that it does not disqualify the candidate's petition because it is duplicate information and they are not misleading those who signed the petition. Deputy Director Bucaro stated if the Board approves something now, we view it as the Board Policy for that mistake for the future.

Deputy Director Bucaro stated Fairfield City Council candidate did not list Ward 2 on his Statement of Candidacy. There is no space for that on the petition form.

There are only ward seats up for election this year and he does live in Ward 2. The Assistant Prosecutor advised the Board may determine whether not listing the ward misled the signers of the petition. The Fairfield Law Director confirmed that there is no requirement in the city charter regarding the petition and did not offer any advice. Member Carter moved to certify candidates Johnny Hamilton, Jessica Cooney, Dennis Rapier, Brent Nance, Angela Whiteman and Tom Leeds; seconded by Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

Butler County Board of Elections  
November 3, 2015 General Election  
**Petitions in Question:**

**Candidate Petitions That Did Meet The Statutory Signature Requirements**

**Certified   X   Not Certified \_\_\_\_\_**

**Johnny Hamilton – Fairfield City Council**

- Did not list the ward on the Statement of Candidacy
- The address provided on the petition is in ward 2
- Signatures
  - Number of valid signatures required – 50
  - Number of valid signatures submitted – 78

**Certified   X   Not Certified \_\_\_\_\_**

**Jessica L. Cooney – Trenton City Council**

- Nominating Petition not completed on two petitions
- Name is not filled in the Nominating Petition on the remaining page
- Signatures
  - Number of valid signatures required – 25
  - Number of valid signatures submitted – 31

**Certified   X   Not Certified \_\_\_\_\_**

**Dennis R. Rapier – New Miami Village Council**

- Nominating Petition not completed on any petitions
- Signatures
  - Number of valid signatures required – 50
  - Number of valid signatures submitted – 59

**Certified   X   Not Certified \_\_\_\_\_**

**Brent Nance – Madison Township Trustee**

- Nominating Petition not completed on two petitions
- Signatures
  - Number of valid signatures required – 25
  - Number of valid signatures submitted – 33

**Certified   X   Not Certified \_\_\_\_\_**

**Angela Whiteman – Madison Local School Member of Board of Education**

- Nominating Petition not completed on both petitions
- Signatures
  - Number of valid signatures required – 25
  - Number of valid signatures submitted – 31

**Certified   X   Not Certified \_\_\_\_\_**

**Tom Leeds – Monroe Local School Member of Board of Education**

- Nominating Petition not completed on both petitions
- Signatures
  - Number of valid signatures required – 25
  - Number of valid signatures submitted – 38

Deputy Director Bucaro stated the next list of candidates did not meet the statutory signature requirements and have disqualifying problems. Steven Black did not sign the statement of candidacy on three part-petitions, making them invalid. Robert Settles had one part-petition invalidated because multiple signatures were signed by the same person.

Sue Hensley, Ted Hensley and Diane Williams dated the Statement of Candidacy after the signatures were collected, invalidating their petitions. Eric Corbin explained Richard Wheeler filed one Statement of Candidacy with two circulator statements but each part-petition must have a Statement of Candidacy. Deputy Director Bucaro stated that Graham Pritchard did not sign one part-petition so he did not have enough valid signatures. Leila Kubesch had one part-petition invalidated because multiple signatures were signed by the same person. Merrell Wood did not have enough signatures due to one part-petition being invalidated because the circulator statement had a discrepancy in the number of signatures witnessed. Member Hall moved to not certify the candidate petitions that did not meet the statutory signature requirements; seconded by Member

Carter. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

## **Candidate Petitions That Did Not Meet The Statutory Signature Requirements**

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Steven P. Black – Monroe City Council**

- Did not sign three part petitions
- Signatures
  - Number of valid signatures required – 50
  - Number of valid signatures submitted – 31

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Robert P. Settles Sr. – Millville Village Mayor**

- 1 part-petition invalidated because multiple signatures were signed by the same person
- Signatures
  - Number of valid signatures required – 10
  - Number of valid signatures submitted – 2

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Sue Hensley – Millville Village Council**

- Nominating Petition not completed
- Statement of Candidacy dated after signatures were collected
- Signatures
  - Number of valid signatures required – 10
  - Number of valid signatures submitted – 0

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Ted G. Hensley – Millville Village Council**

- Nominating Petition not completed
- Statement of Candidacy dated after signatures were collected
- Signatures
  - Number of valid signatures required – 10
  - Number of valid signatures submitted – 0

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Diana L. Williams – Seven Mile Village Council**

- Statement of Candidacy dated after signatures were collected
- Signatures
  - Number of valid signatures required – 10
  - Number of valid signatures submitted – 0

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Richard Wheeler – Fairfield Township Trustee**

- Filed one Statement of Candidacy with two circulator statements
- Each part-petition must have a Statement of Candidacy
- Signatures
  - Number of valid signatures required – 25
  - Number of valid signatures submitted – 0

**Certified** \_\_\_\_\_ **Not Certified** **X**

**Graham Pritchard – Member of Governing Board of The Butler County  
Educational Services Center**

- Did not sign one part petition
- Signatures
  - Number of valid signatures required – 50
  - Number of valid signatures submitted – 47

Certified \_\_\_\_\_ Not Certified  X

**Leila Kubesch – Fairfield City Schools Board of Education**

- 1 part-petition invalidated because multiple signatures were signed by the same person
- Signatures
  - Number of valid signatures required – 150
  - Number of valid signatures submitted – 118

Certified \_\_\_\_\_ Not Certified  X

**Merrell Wood – Middletown City Schools Member of Board of Education**

- One part invalidated because circulator statement discrepancy
- Signatures
  - Number of valid signatures required – 75
  - Number of valid signatures submitted – 56

Deputy Director Bucaro stated there are two Local Option Petitions that did not meet the statutory signature requirements. The two filings are both from Riverview Food Mart. On the first filing, they did not have enough valid signatures. On the second filing, seven of the nine part-petitions were invalid because multiple signatures were signed by the same person. Member Carter moved to not certify the first and second filings for Riverview Food Mart; seconded by Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

**Local Option Petitions That Did Not Meet The Statutory Signature Requirements**

Certified \_\_\_\_\_ Not Certified  X

**Riverview Food Mart – First Filing**

- Ham5wd1
- Signatures
  - Number of valid signatures required – 69
  - Number of valid signatures submitted – 42

Certified \_\_\_\_\_ Not Certified  X

**Riverview Food Mart – Second Filing**

- Ham5wd1
- Seven of nine parts invalidated because multiple signatures were signed by the same person
- Signatures
  - Number of valid signatures required – 69
  - Number of valid signatures submitted – 16



Deputy Director Bucaro stated that due to so many issue filings we are expecting a two-page ballot. The ballot language has been approved by the Prosecutor and the Secretary of State. She stated that City of Hamilton submitted a letter addressing one of the Hamilton City Charter Amendments. There was no certification attesting to the resolutions being true and accurate on any of the seven Charter Amendments filed. The Hamilton law director sent a letter to verify it is not required. The letter also noted that there was an error in Section 10.05 in which the word “application” was typed in error instead of the word “applicant”. She requested the Board to correct the wording to “applicant”.

Assistant Prosecutor Mary Ann Nardiello advised to follow the Hamilton City Law Director’s request. Member Hall moved to approve the wording for Section 10.05 of the Hamilton City Charter Amendment to be “applicant” instead of “application” per the letter from the City of Hamilton law director; seconded by Chairman

Cloud. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

Member Carter moved to certify the remaining 19 issues and local options for the November 3, 2015 Election; seconded by Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

## Butler County Board of Elections

Board Certification  
August 17, 2015

Issues  
November 3rd, 2015 General Election

### **ISSUES:**

**Butler County Senior Citizen Services (Renewal)**

- (1.3) mills for 5 years
- 283 precincts  
See attached ballot language

**Fairfield Township Electric Aggregation**

- 19 precincts  
See attached ballot language

**Fairfield Township Gas Aggregation**

- 19 precincts  
See attached ballot language

**Fairfield Township Safety Services (Additional)**

- (3.9) mills for a continuing period of time
- 19 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 5.03(A)
- 42 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 5.10
- 42 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 8.02
- 42 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 10.03 (P)
- 42 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 10.05
- 42 precincts  
See attached ballot language

- Certified with the word, “applicant”
- Certified with the word, “application”

**Hamilton City Charter Amendment**

- Section 10.06
- 42 precincts  
See attached ballot language

**Hamilton City Charter Amendment**

- Section 10.07
- 42 precincts

See attached ballot language

**Lemon Township Public Safety (Additional)**

- (3) mills for 5 years
- 2 precincts  
See attached ballot language

**Morgan Township Fire (Replacement)**

- (2.75) mills for 5 years
- 5 precincts  
See attached ballot language

**St. Clair Township Public Safety (Additional)**

- (1) mill for 5 years
- 5 precincts  
See attached ballot language

**LOCAL OPTIONS:**

**O’Pub –10 West Park Pl., Oxford, Ohio 45056**

- Oxford2
- Wine and mixed beverages and spirituous liquor
- Sunday sales from ten a.m. to midnight  
See attached ballot language

**Left Field Tavern –12 West Park Pl., Oxford, Ohio 45056**

- Oxford2
- Wine and mixed beverages and spirituous liquor
- Sunday sales from ten a.m. to midnight  
See attached ballot language

**The Woods – 15-17 North Poplar St., Oxford, Ohio 45056**

- Oxford7
- Wine and mixed beverages and spirituous liquor
- Sunday sales from ten a.m. to midnight  
See attached ballot language

**El Caporal Mexican Bar & Grill –7206 Towne Center Dr., West Chester, Ohio 45069**

- Liberty20
- Wine and mixed beverages and spirituous liquor
- Sunday sales from eleven a.m. to midnight  
See attached ballot language

**Cozy’s –6440 Cincinnati-Dayton Rd., Middletown, Ohio 45044**

- Liberty23
- Wine and mixed beverages and spirituous liquor
- Sunday sales from ten a.m. to midnight  
See attached ballot language

**Cozy’s Cottage–6456 Cincinnati-Dayton Rd., Middletown, Ohio 45044**

- Liberty23
- Wine and mixed beverages and spirituous liquor

- Sunday sales from ten a.m. to midnight  
See attached ballot language

**Approval by Prosecutor: 08/11/2015**

**Approved by SOS: 08/11/2015**

**PROPOSED TAX LEVY (RENEWAL)**

**BUTLER COUNTY**

**A majority affirmative vote is necessary for passage.**

A renewal of a tax for the benefit of Butler County, Ohio, for the purpose of **providing and maintaining senior citizens services** at a rate not exceeding one and three-tenths (1.3) mills for each one dollar of valuation, which amounts to thirteen cents (\$0.13) for each one hundred dollars of valuation, for a period of five (5) years, commencing in 2015, first due in calendar year 2016.

**For the Tax Levy**

**Against the Tax Levy**

**Approval by Prosecutor: 08/03/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED RESOLUTION**

**ELECTRIC AGGREGATION**

**FAIRFIELD TOWNSHIP**

**A majority affirmative of vote is necessary for passage.**

Shall Fairfield Township have the authority to aggregate the retail electric loads located in Fairfield Township, and for that purpose, enter into service agreements to facilitate for those loads the sale and purchase of electricity, such aggregation to occur automatically except where any person elects to opt out?

**Yes**

**No**

**Approval by Prosecutor: 08/03/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED RESOLUTION**

**GAS AGGREGATION**

**FAIRFIELD TOWNSHIP**

**A majority affirmative of vote is necessary for passage.**

Shall Fairfield Township have the authority to aggregate the retail natural gas loads located in Fairfield Township, and for that purpose, enter into service agreements to facilitate for those loads the sale and purchase of natural gas, such aggregation to occur automatically except where any person elects to opt out?

Yes

No

**Approved by Prosecutor: 08/03/2015**

**Approved by SOS: 7/29/2015**

**PROPOSED TAX LEVY (ADDITIONAL)**

**FAIRFIELD TOWNSHIP**

**A majority affirmative vote is necessary for passage.**

An additional tax for the benefit of Fairfield Township for the purpose of **providing and maintaining motor vehicles, communications, other equipment, buildings, and sites for such buildings used directly in the operation of a police department, or the payment of salaries of permanent or part-time police, communications, or administrative personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.33 of the Revised Code, or the payment of the costs incurred by the township as a result of contracts made with other political subdivisions in order to obtain police protection, or the provision of ambulance or emergency medical services operated by a police department and for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company** at a rate not exceeding three and nine-tenths (3.9) mills for each one dollar of valuation, which amounts to thirty-nine cents (\$0.39) for each one hundred dollars of valuation, for a continuing period of time, commencing in 2015, first due in calendar year 2016.

**For the Tax Levy**

**Against the Tax Levy**

**Approved by Prosecutor: 08/13/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**

**City of Hamilton**

**A majority affirmative vote is necessary for passage.**

Shall Charter Section 5.03(A) be amended to read as follows:

“Appointments, layoffs, suspensions and removals from employment shall be made, and appeals and hearings from layoffs, suspensions and removals shall be allowed, conducted, and determined as provided in this Charter. The provisions of this Charter shall prevail over State laws in conflict or at variance therewith in every case within the competence of municipal corporations to control pursuant to this Charter.”

**Yes**

**No**

**Approved by Prosecutor: 08/13/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**

**City of Hamilton**

**A majority affirmative vote is necessary for passage.**

Shall Charter Section 5.10 be amended to read as follows:

“The Manager may appoint a board of citizens qualified to act in an advisory capacity to the head of any department or office. The members of any such board shall serve without compensation and it shall be their duty to consult and advise with the director or other officer, as the case may be, but not to direct the conduct of the department or office. Recommendations of any such board shall be in writing and shall become a part of the records of the department or office to which they relate. The head of the department or office for which an advisory board is appointed, or his/her designee, shall be chairman of all meetings thereof.”

**Yes**

**No**

**Approved by Prosecutor: 08/13/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**

**City of Hamilton**

**A majority affirmative vote is necessary for passage.**

Shall Charter Section 8.02 and its title be amended to read as follows:

“Section 8.02 Debt Retirement

Pursuant to the general laws of Ohio, when applicable, and under any regulations promulgated by ordinances or resolution, the Director of Finance shall provide for the payment of principal and interest on all debt obligations of the City and generally administer the provisions of bond and note legislation of the City to retire outstanding debt of the City. The Director of Finance shall report any and all actions taken and made pursuant to this section to the Council not less than two (2) times per year.”

**Yes**

**No**

**Approved by Prosecutor: 08/13/2015**  
**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**  
**City of Hamilton**  
**A majority affirmative vote is necessary for passage.**

Shall Charter Subsection 10.03(P) be amended to read as follows:

“For appeals and hearings before the Civil Service Commission, in accordance with general law, in cases of employees within the classified service entitled thereto under the provisions of this Charter.”

**YES**

**NO**

**Approved by Prosecutor: 08/13/2015**  
**Approved by SOS: 7/29/2015**

**PROPOSED CHARTER AMENDMENT**  
**City of Hamilton**  
**A majority affirmative vote is necessary for passage.**

Shall Charter Section 10.05 be amended to read as follows:

“Tests required by the Department of Civil Service shall be practical, shall relate to matters which fairly measure the relative fitness of applicants to discharge the duties of the position which they seek, and shall take account of character, training and experience. No question in any test shall relate to political or religious opinions, affiliations or service, and no appointment, transfer, lay off, promotion, reduction, suspension or removal shall be affected or influenced by such opinions, affiliations or service. Notice of the time, place and scope of each test shall be given by publication and posting as specified in Section 10.03 of this Charter, and by mail or electronic communication at least ten days in advance, to each applicant upon the appropriate lists of the applicant register.”

**Yes**

**No**

**Approved by Prosecutor: 08/15/2015**  
**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**  
**City of Hamilton**  
**A majority affirmative vote is necessary for passage.**

Shall Charter Section 10.06 be amended to read as follows:

“The lists of applicants eligible to appointment by reason of civil service tests, with their grades, shall be known as the register of eligibles and shall be open to the public inspection. The names of such eligibles shall be arranged in their respective lists in the order of their standing on test. The name of no person shall remain on the register of eligibles for more than one year without a new application and, if the civil service rules so require, a new test. Eligibles shall provide written notice to the Department of Civil Service of his/her continued interest in appointment and updated contact information not less than every six (6) months within that one year period.”

**Yes**

**No**

**Approved by Prosecutor: 08/13/2015**  
**Approved by SOS: 07/29/2015**

**PROPOSED CHARTER AMENDMENT**  
**City of Hamilton**  
**A majority affirmative vote is necessary for passage.**

Shall Charter Section 10.07 be amended to read as follows:

“When any position in the classified service is to be filled, the appointing authority shall notify the Director of Civil Service, who shall promptly certify to such appointing authority a list of eligibles for the class or grade to which such positions belongs. The appointing authority shall appoint to such positions one of the persons whose name is so certified.

When an entry-level position is to be filled from an eligible list which is established through the administration of an open, competitive civil service examination, the Director of Civil Service shall first identify, without rounding, the top ten names on the eligible list or the top twenty-five per cent of the eligible list, whichever is greater, and then certify to the appointing authority the names and addresses of those persons. In the event that fewer than ten names are on the eligible list, the appointing authority may select any of the listed candidates, but is not so obligated. In the event multiple entry-level positions are to be filled, the next top five names or five percent, whichever is greater, of the eligible list shall be added to each subsequent and concurrent selection.

When no eligible list for a position exists, or when the eligible list has become exhausted and until a new list can be created, a name may be certified from the eligible list most nearly appropriate to the position to be filled.

A person on an entry-level eligibility list, who has previously been certified three or more times to the same appointing authority for the same or similar position(s), may be omitted from future certifications to such appointing authority upon the request of such appointing authority and the concurrence of the Civil Service Commission. However, any certification of a person on an entry-level eligibility list for the purpose of making a temporary appointment shall not be counted as one of the three certifications.”

**Yes**

**No**



**Approved by Prosecutor: 08/13/2015**

**Approved by SOS: 08/13/2015**

**PROPOSED TAX LEVY (ADDITIONAL)**

**LEMON TOWNSHIP (UNINCORPORATED AREA)**

**A majority affirmative vote is necessary for passage.**

An additional tax for the benefit of the unincorporated area of Lemon Township for the purpose of **providing and maintaining motor vehicles, communications, other equipment, buildings, and sites for such buildings used directly in the operation of a police department, or the payment of salaries of permanent or part-time police, communications, or administrative personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.33 of the Revised Code, or the payment of the costs incurred as a result of contracts made with other political subdivisions in order to obtain police protection, or the provision of ambulance or emergency medical services operated by a police department** at a rate not exceeding three (3) mills for each one dollar of valuation, which amounts to thirty cents (\$0.30) for each one hundred dollars of valuation, for a period of five (5) years, commencing in 2015, first due in calendar year 2016.

**For the Tax Levy**

**Against the Tax Levy**

**Approval by Prosecutor: 08/12/2015**

**Approved by SOS: 08/11/2015**

**PROPOSED TAX LEVY (REPLACEMENT)**

**MORGAN TOWNSHIP**

**A majority affirmative of vote is necessary for passage.**

A replacement of a tax for the benefit of Morgan Township for the purpose of **providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer firefighters or firefighting companies to operate the same, including the payment of the firefighter employers' contribution required under section 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or**

**firefighting company** at a rate not exceeding two and seventy-five hundredths (2.75) mills for each one dollar of valuation, which amounts to twenty-seven and five-tenths cents (\$0.275) for each one hundred dollars of valuation, for a period of five (5) years, commencing in 2016, first due in calendar year 2017.

**For the Tax Levy**

**Against the Tax Levy**

**Approved by Prosecutor: 07/24/2015**

**Approved by SOS: 07/29/2015**

**PROPOSED TAX LEVY (ADDITIONAL)**

**ST. CLAIR TOWNSHIP (UNINCORPORATED AREA)**

**A majority affirmative vote is necessary for passage.**

An additional tax for the benefit of the unincorporated area of St. Clair Township for the purpose of **current expenses** at a rate not exceeding one (1) mill for each one dollar of valuation, which amounts to ten cents (\$0.10) for each one hundred dollars of valuation, for a period of five (5) years, commencing in 2015, first due in calendar year 2016.

**For the Tax Levy**

**Against the Tax Levy**

**Approval by Prosecutor: 07/23/15**

**Approved by SOS: 02/12/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of ten a.m. and midnight by One T Inc., dba O' Pub, an applicant for a D-6 liquor permit, who is engaged in the business of operating a traditional tavern at 10 West Park Place, Oxford, Ohio 45056 in this precinct?

**Yes**

**No**

**Approval by Prosecutor: 07/23/15**

**Approved by SOS: 02/12/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of ten a.m. and midnight by LFT Inc., dba Left Field Tavern, an applicant for a D-6 liquor permit, who is engaged in the business of operating a restaurant and tavern at 12 West Park Place, Oxford, Ohio 45056 in this precinct?

**Yes**

**No**

**Approval by Prosecutor: 07/23/15**

**Approved by SOS: 02/12/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of ten a.m. and midnight by Topshelf Shots Inc., dba The Woods, an applicant for a D-6 liquor permit, who is engaged in the business of operating a sports bar at 15-17 North Poplar Street, Oxford, Ohio 45056 in this precinct?

**Yes**

**No**

**Approval by Prosecutor: 07/24/2015**

**Approved by SOS: 07/29/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of eleven a.m. and midnight by Ramepe LLC, dba El Caporal Mexican Bar & Grill, an applicant for a D-6 liquor permit, who is engaged in the business

of operating a neighborhood restaurant at 7206 Towne Centre Dr., West Chester, Ohio 45069 in this precinct?

**Yes**

**No**

**Approval by Prosecutor: 7/23/15**

**Approved by SOS: 02/12/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of ten a.m. and midnight by Cozy Café and Pub LLC, dba Cozy's, an applicant for a D-6 liquor permit, who is engaged in the business of operating a café and pub at 6440 Cincinnati Dayton Road, Middletown, (Liberty Township) Ohio 45044 in this precinct?

**Yes**

**No**

**Approval by Prosecutor: 07/23/2015**

**Approved by SOS: 02/12/2015**

**SPECIAL ELECTION BY PETITION  
LOCAL OPTION PETITION FOR A PARTICULAR LOCATION**

**A majority affirmative vote is necessary for passage.**

Shall the sale of wine and mixed beverages and spirituous liquor be permitted for sale on Sunday between the hours of ten a.m. and midnight by Cozy's Cooking Cottage LLC, dba Cozy's Cottage, a holder of a D-6 liquor permit, who is engaged in the business of operating a restaurant at 6456 Cincinnati Dayton Road, Middletown, (Liberty Township) Ohio 45044 in this precinct?

**Yes**

**No**

The Board moved on to consider a change to polling locations and machine allocation. Director Noonan stated that we have made changes to two polling

places. Milford Community Center is not ADA compliant so we have moved MILFORD3 to Bogan Elementary School. Heartland of Woodridge was using two different rooms at the facility and it was confusing to voters so we have combined them into one room. Member Carter moved to approve the new machine allocation for the November 3, 2015 Election to reflect the polling location changes; seconded by Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

Under Old Business, Chairman Cloud referenced the Website Redesign proposal. Deputy Director Bucaro stated that two months ago there was discussion over improvements to our current website to make it more user friendly. We talked about seeking more response from our county Information Services Department or going to an outside vendor to redesign the website. In contacting Information Services, we discovered that the county had contracted with the company ReVize to redesign the county website and they are offering redesign services to any county office for a reduced fee. The proposal for the Board of Elections site is for \$8,500. We reviewed the funds available with Finance Director Belle Quisenberry and have enough funds to cover the proposal. Chairman Cloud questioned if it is a five-year plan. Deputy Director Bucaro stated that it is a five-year plan, however, the County will own the design of the website, which is not the normal process in a proposal. The company contracting usually owns the design of the website. With this proposal, the county would take over all aspects of the website after five years. Member Hall asked what we were agreeing to for five years. Deputy Director Bucaro stated they would maintain the website for five years. Member Hall stated that the proposal does not state all the terms of the agreement. Deputy Director Bucaro stated we are agreeing to the redesign of the website and the County will host the site. It also includes software to maintain the site. Member Hall clarified that it is a one-time fee of \$8,500. Member Hall asked what we are going to accomplish with the redesign of the website. Deputy Director Bucaro stated that

we do not know the details. She stated that we had an online meeting with them and they showed us some of the capability of their websites. We addressed some of the things we want to do with the website such as a poll worker portal where they could login to the website and change their training class, view their placement and access information even when the office is closed. A candidate portal would be another feature that we would request so they could obtain walk lists and other information. Deputy Director Bucaro stated there could be additional fees which would be brought back to the Board for review. Member Hall stated that we do not know exactly what we are getting for \$8,500. Director Noonan stated that it will be a vastly improved site and we will be able do more with managing the site. Chairman Cloud asked that someone come in and talk to the Board. Deputy Director Bucaro stated we can get more information and have Eric Fletcher and Tony Costello from Information Services attend a future Board Meeting. She stated the company only works with government entities. Deputy Director Bucaro stated that our main goal is to get changes done more quickly to the website. Member Carter asked how long it would take to get the website up and running. Deputy Director Bucaro stated that she would want the redesign up and running well before the November 2016 Election.

Deputy Director Bucaro stated that the additional parking lot spaces will not be done until next year but we need to bring it up at the budget hearings.

Under New Business, Director Noonan presented the RC3 Record Retention List for the Board's approval. Member Carter moved to approve the RC 3 Record Retention List for disposal; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.



**CERTIFICATION OF RECORDS DISPOSAL**

Butler County Board of Elections Diane Noonan 513-887-3700 Board of Elections & Records Center  
 (local government entity) (unit) (contact person) (telephone number) (location of records)  
 1802 Princeton Road Suite 600 Hamilton 45011 Butler **NO RC-3 Required per HB 153**  
 (address) (city) (zip code) (county) ~~To be filed w/ Butler County Record Commission~~  
 Record Commission Secretary: Rhonda L. Freeze 513-887-5607 or freezer@butlercountyohio.org

I hereby certify that the records listed on this Certification of Disposal are being disposed of according to the time periods stated on the **approved Records Retention Schedules (RC-2)**. No record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. In addition, microfilm created in place of any original record listed on this RC-3 will be stored according to ANSI Standards and all microfilm master negatives will only be used to create use copies. It is a responsibility of the local government to ensure the preservation and accessibility of any records retained in electronic format.

*Diane J. Noonan* Director 513-887-7914  
 (signature of responsible official) (title) (telephone number)

**Please Note:**  
 Records Commissions retain a permanent copy of this form.

**CERTIFICATION OF RECORDS DISPOSAL**

Butler County Board of Elections  
 (political subdivision name) (unit)

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type To be destroyed	Media Type To be retained (if any)	Inclusive Dates of Records		Proposed date of destruction
	Schedule Number	Date the RC-1 or RC-2 was approved by the Records Commission			From	To	
Ballots Used and Unused 60 days after non-federal & 22 months after federal	CBE-08 BOE-08	09/17/2014	Paper		May 5, 2015 Ballots	08/31/2015	
Receipt Books Until Audited/Report Released	CBE-25 BOE-25	09/17/2014	Paper/Electronic		Audited & Audit Report Released	08/31/2015	
Vouchers Until Audited/Released	CBE-27 BOE-27	09/17/2014	Paper/Electronic		Audited/Audit Report Released	08/31/2015	
Transfer of Registrations 4 years	CBE-34 BOE-34	09/17/2014	Paper/Electronic		2010 and prior	08/31/2015	
Absentee Identification Envelopes 60 days after non-federal & 22 months after federal	CBE-38 BOE-38	09/17/2014	Paper		May 5, 2015 Envelopes	08/31/2015	

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type	Media Type To be retained	Inclusive Dates of Records		Proposed date of destruction
	Schedule Number	Date the RC-1 or RC-2 was approved by the Records Commission			From	To	
Viewer Verified Paper Audit- VVPAT 60 days after non-federal & 22 months after federal	CBE-48 BOE-48	09/17/2014	Paper/Electronic		May 5, 2015	08/31/2015	
Voting Machine Reports 60 days after non-federal & 22 months after federal	CBE-49 BOE-49	09/17/2014	Paper/Electronic		May 5, 2015	08/31/2015	
Election Calendars Until no longer of administrative value	CBE-58 BOE-58	09/17/2014	Paper/Electronic		No longer of administrative value	Ongoing	
Mailing Envelope/Absent Ballot 60 days	CBE-59 BOE-59	09/17/2014	Paper/Electronic		May 5, 2015	08/31/2015	
Proof of Ballots 60 days	CBE-60 BOE-60	09/17/2014	Paper		May 5, 2015	08/31/2015	
Report Forms 60 days	CBE-61 BOE-61	09/17/2014	Paper		Elections with no pending legal actions held May 5, 2015 and prior	08/31/2015	
Certifications of Most Populous County of Overlapping Candidates 60 days	CBE-62 BOE-62	09/17/2014	Paper		Elections with no pending legal actions held May 5, 2015 and prior	08/31/2015	
Copies of State Issues and Statewide Candidate Petitions 60 days	CBE-64 BOE-64	09/17/2014	Paper		Elections with no pending legal actions held May 5, 2015 and prior	08/31/2015	

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type	Media Type To be retained	Inclusive Dates of Records	Proposed date of destruction	
Unofficial Election Results 60 days	CBE-65 BOE-65	09/17/2014	Paper		Elections with no pending legal actions held May 5, 2015 and prior	08/31/2015	
Duplicates Records from Statewide Voter Registration Database 60 days	CBE-70 BOE-70	09/17/2014	Paper/Electronic		Elections held May 5, 2015 and prior	08/31/2015	
Returned Undeliverable 60 day Notices Until elector votes or elector removed from voter registration list	CBE-72 BOE-72	09/17/2014	Paper/Electronic		Elector appears to vote or is removed from registration list	08/31/2015	
Copies of Identification from Electors with Absentee Ballot and Identification Envelope 90 days after receipt	CBE-75 BOE-75	09/17/2014	Paper		Received May 5, 2015 and prior	08/31/2015	
Authority to Vote Slips 60 days	CBE-86 BOE-86	09/17/2014	Paper/Electronic		Elections held May 5, 2015 and prior	08/31/2015	
Ethics Forms 1 year	CBE-88 BOE-88	09/17/2014	Paper/Electronic		2013 and prior	08/31/2015	
Declaration of Elector Unable to Mark Ballot 60 days	CBE-89 BOE-89	09/17/2014	Paper/Electronic		Elections held May 5, 2015 and prior	08/31/2015	
Division of Liquor Control Requests 6 months	CBE-92 BOE-92	09/17/2014	Paper/Electronic		2/28/2015 and prior	08/31/2015	

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type	Media Type To be retained	Inclusive Dates of Records	Proposed date of destruction	
Authorization for Elector to Update Signature Until updated	CBE-95 BOE-95	09/17/2014	Paper/Electronic		Until Updated	Ongoing	
Certification of District Candidates 6 months	CBE-96 Boe-96	09/17/2014	Paper/Electronic		12/31/2014 and prior	08/31/2015	
Election Hardware Inventory No longer administrative value	CBE-97 BOE-97	09/17/2014	Paper/Electronic		Until no longer of administrative value	Ongoing	
Election Day Precinct Incident Log 60 days after election or 22 months after Federal election	CBE-98 BOE-98	09/17/2014	Paper/Electronic		May 5, 2015	08/31/2015	
Absent Voter Challenge 60 days after election or 22 months after Federal election	CBE-100 BOE-100	09/17/2014	Paper/Electronic		May 5, 2015	08/31/2015	
Audio Recordings of Meetings After Summarized/Written into Minutes	BOE.ADM. 902	08/27/2012	Audio		Summarized and Written into Minutes	Ongoing	
Federal Grant Files Maintained per grant mandates	BOE.ADM. 908	08/27/2012	Paper/Electronic		Grants released and audited	08/31/2015	
Leave Requests/Work Schedule Until no longer of administrative value	BOE.ADM. 910	08/27/2012	Paper/Electronic		No longer of administrative value	08/31/2015	

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type	Media Type To be retained	Inclusive Dates of Records	Proposed date of destruction	
Logs Incoming Calls 6 months * no longer of administrative value	BOE.ADM. 913	08/27/2012	Paper/Electronic		Logs created 12/31/2014 and prior * No longer administrative value	08/31/2015	

Under the Director's Report, Director Noonan shared the direct mailing flyer for poll worker recruitment that has our employees, Katie Robinson and Eric Corbin, featured on the cover. There are 27,000 pieces being mailed out today.



Director Noonan stated that the HAVA money is no longer available so the online Secretary of State poll worker training of \$10.00 per person would need to be paid by the Board, totaling approximately \$13,000 if all poll workers participated. Member Carter asked if we could incorporate the SOS poll worker training with ours. Director Noonan stated that our online training is more specific to our county and is more thorough in many ways. Member Shelton stated she thought it would be confusing to the poll worker to have two online trainings available.

Member Hall asked the cost of the poll worker recruitment mailing. Deputy Director Bucaro stated the mailing costs were about \$5,000 and the print and mail processing was around \$8,000 for a total of \$13,000. The criteria used for the mailing targeted voters who voted three out of the last four November elections and under the age of 75. Member Hall asked how many workers we hoped to recruit from the mailing. Director Noonan responded between 600 and 800. Member Hall stated that is \$16.00 per person. Director Noonan stated the department has been visiting many businesses and churches this summer to recruit poll workers. She also stated that the seven employees from United Way are taking off the day to work at the polls. Deputy Director Bucaro added that we sent a letter to the largest employers in the county to recruit poll workers. She stated this will also help us in the March 2016 Primary Election as many of our regular poll workers are out of town during the winter.

Under the Deputy Director's report, Deputy Director Bucaro stated that the new online Elections Officials' Manual from the Secretary of State is available for public comment.

Deputy Director Bucaro stated ES&S contacted us about whether we would be interested in trading in our current electronic poll books for the newer version. They are putting together a proposal.

She noted also that the next regular Board Meeting listed on the agenda is Monday, September 14<sup>th</sup>, which will include the 2016 Budget. However, Tuesday, August 25<sup>th</sup> is our next Special Board Meeting at which we will certify candidates, charter and write-in candidates for the November 3, 2015 General Election. In discussion, not enough Board Members were available to have a quorum on Tuesday, August 25<sup>th</sup> so the meeting will be held on Wednesday, August 26<sup>th</sup> at 9:00 a.m.

With no further business, Member Carter moved to adjourn; seconded by

Member Hall. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

The meeting was adjourned at approximately 10:25 a.m.

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Frank Cloud, Chairman

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Diane Noonan, Director

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Todd Hall, Member

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Judith A. Shelton, Member

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Bruce Carter, Member