

Butler County Board of Elections

Board Meeting Minutes


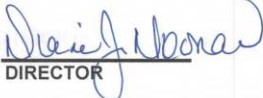
November 21, 2017

The Butler County Board of Elections met on Monday, November 21, 2017, at 2:00 p.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Kathy Wyenandt, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Jocelyn Bucaro, Early Voting Administrator Eric Corbin, Secretary of State Regional Liaison Beth Hamad.

Chairman Cloud submitted the bills for approval. Member Wunnenberg moved to approve the bills; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

BILLS November 21, 2017		
0100-5460-520000	Office supplies	\$ 1,419.89
0100-5460-521000	Postage	\$ 10,000.00
0100-5460-525100	Software/ Hardware Equipment	\$ 3,006.41
0100-5460-529000	Other mat'l & supplies	\$ 17,588.60
0100-5460-530075	Technology support	\$ 111,894.48
0100-5460-530310	Rental/lease - equip & vehicles	\$ 2,358.15
0100-5460-530500	Travel & training	\$ 3,825.00
0100-5460-530550	Employee job related mileage	\$ 731.76
0100-5460-536000	Contract services	\$ 9,317.72
0100-5460-530250	Advertising	\$ 4,230.53
0100-5460-530320	Polling Place Rentals	\$ 600.00
0100-5460-531050	State Filing Fees	\$ 3,700.00
		TOTAL BILLS \$ 168,672.54
PAID FROM THE GENERAL FUND		
 CHAIRMAN	 DIRECTOR	

BILLS November 21, 2017

OFFICE SUPPLIES (520000)

All Computer Supplies		
Toner supplies	\$	651.94
Murphy Supply Company		
Kitchen supplies	\$	156.90
Office Depot Inc		
Office supplies	\$	19.12
Office supplies	\$	37.19
Office supplies	\$	293.99
Office supplies	\$	161.27
Ohio Labor Law		
2018 Federal and States labor posters	\$	79.50
Smith, Mickey		
Coffee supplies	\$	19.98
TOTAL OFFICE SUPPLIES (520000)	\$	1,419.89
POSTAGE (521000)		
Pitney Bowes		
Reserve account # 18850560	\$	10,000.00
TOTAL POSTAGE (521000)	\$	10,000.00
SOFTWARE/HARDWARE EQUIPMENT (525100)		
Dell Marketing Inc.		
VLA windows 10 user upgrade with crystal reports	\$	1,909.63
VLA Visio std 2016 for Erin Clendenin	\$	156.21
VLA SAP Crystal reports 2016 window named user, Jay Klein	\$	386.55
VLA Adobe creative cloud for teams	\$	554.02
TOTAL SOFTWARE/HARDWARE EQUIPMENT (525100)	\$	3,006.41
OTHER MATERIAL/SUPPLIES (529000)		
4Imprint, Inc		
90 BOE umbrellas for curbside voting	\$	996.81
Access		
200 record retention boxes	\$	355.48
Clendenin, Erin		
Monday night meal, 11/6/17	\$	200.00
Dominion Voting Systems, Inc		
6 smart cards	\$	57.56
4 smart cards	\$	32.93
Election Systems and Software Inc		
16935 Election day ballots and set-up	\$	6,535.63
3205 test ballots	\$	1,121.75
Home Depot		
Warehouse supplies	\$	14.97
Lowes Companies, Inc		

94 screwdrivers for location supervisors	\$	94.00
Office Depot Inc		
Election supplies	\$	9.36
Election supplies	\$	112.08
Toner Supplies	\$	759.35
Absentee precinct list	\$	266.55
Pro Source Paper		
72 cases of tsx and epollbook paper rolls	\$	6,351.00
Smith, Mickey		
Election day meal 11/7/17	\$	335.53
TNT paper supply		
12 boxes copy paper	\$	345.60
TOTAL OTHER MATERIAL/SUPPLIES (529000)	\$	17,588.60
TECHNOLOGY SUPPORT (530075)		
Data Information Management Systems		
Dimsnets voter file maintenance, Oct 2017	\$	6,885.06
Dominion Voting Systems		
1563 TSX and 2 PCS extended warranty agreements 10/1/17-9/30/18	\$	89,971.80
3 day election support 11/7/17	\$	4,500.00
Election System and Software, Inc		
Balotar software support 9/1/17-8/31/18	\$	3,520.00
Verizon Wireless		
95 machine to machine share, monthly charge 9/9-10/8	\$	4,630.56
96 machine to machine share, monthly charge 10/9-11/8	\$	2,387.06
TOTAL TECHNOLOGY SUPPORT (530075)	\$	111,894.48
RENTAL/LEASE - EQUIP & VEHICLES (530310)		
Great American Financial Services Co		
Sharp copiers 4th quarter lease/maintenance	\$	636.15
Pitney Bowes		
Maintenance and lease, meter equipment 7/30-10/29	\$	1,722.00
TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310)	\$	2,358.15
TRAVEL & TRAINING (530500)		
Academy CLE		
Campaign finance class registration fee, 12/7/17 Richfield, OH	\$	225.00
OAEO		
Registration fees for conference in Columbus, 1/10/18-1/12/18	\$	3,600.00
TOTAL TRAVEL & TRAINING (530500)	\$	3,825.00
EMPLOYEE JOB RELATED MILEAGE (530550)		
Clendenin, Erin		
Poll visits wireless testing, 10/26-10/28	\$	30.91

After election poll visits, 11/8-11/15	\$	38.25
Chambers, Robert		
BCIS tech runner, 11/6/17-11/7/17	\$	156.06
Christian, Carol		
Voted nursing homes mileages, 10/11/17-10/25/17	\$	117.30
Voted nursing homes/home visits, 11/1/17-11/3/17	\$	29.58
Courter, Ronald		
BCIS tech runner, 11/6/17-11/7/17	\$	64.26
Cuevas, Tammy		
Pollworker recruitment,9/1/17-9/30/17	\$	28.56
Ellenberg, Kim		
Voted nursing homes mileages, 10/17/17	\$	19.69
Voted nursing homes mileages, 10/23/17-10/27/17	\$	55.59
Voted hospitalize voters, 11/6/17	\$	28.36
Fowler, Ryan		
BCIS tech runner, 11/6/17-11/7/17	\$	33.66
Fuson, Alan		
Voted nursing homes mileages, 10/24/17	\$	22.95
Sannan, Chris		
BCIS tech runner, 11/6/17-11/7/17	\$	35.70
Trotta, Melissa		
Voted nursing homes mileage, 11/2/17	\$	24.99
Wert, Michael		
BCIS tech runner, 11/6/17-11/7/17	\$	45.90
TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)	\$	731.76
OTHER CONTRACT SERVICES (536000)		
Cuevas, Tammy		
Facebook ads to recruit pwkers, 7/24/17-9/15/17	\$	157.38
Miami University , Hamilton		
Custodial fees, 11/7/17	\$	150.00
Miami University, Verity Lodge		
Custodial fees, 11/7/17	\$	150.00
Middletown City		
Custodial fees, 11/7/17	\$	720.00
Millennium Business Systems		
Flex copies, 9/28-10/27	\$	825.97
Prosource		
Copier maintenance/flex copies 10/1/17-12/31/17	\$	337.46
Robert Half Company		
Temp agency, week-ending 10/6/17	\$	692.00
Temp agency, week-ending 10/6/17	\$	665.00
Temp agency, week-ending 10/13/17	\$	688.75

Temp agency, week-ending 10/13/17	\$	600.00
Temp agency, week-ending 10/20/17	\$	665.00
Temp agency, week-ending 10/20/17	\$	1,036.99
Temp agency, week-ending 10/27/17	\$	665.00
Temp agency, week-ending 10/20/17	\$	451.20
Temp agency, week-ending 11/03/17	\$	667.97
Temp agency, week-ending 11/03/17	\$	665.00

Wayne Township Hall

Custodial fees, 11/7/17	\$	180.00
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TOTAL OTHER CONTRACT SERVICES (536000) \$ 9,317.72

ADVERTISING (536000-530250)

Cox Media Group

Ad, deadline to register 11/7/17	\$	787.59
Legal Ad, St. Clair levy, 11/7/17	\$	307.80
Legal Ad, Millville fire, 11/7/17	\$	355.68
Legal Ad, Riley Twshp fire, 11/7/17	\$	369.36
Legal Ad, New Miami levy, 11/7/17	\$	259.92
Legal Ad, Hanover levy, 11/7/17	\$	259.92
Legal Ad, Trenton levy, 11/7/17	\$	475.38
Legal Ad, Oxford charter, 11/7/17	\$	499.32
Legal Ad, Monroe levy, 11/7/17	\$	109.44
Legal Ad, Seven Mile levy, 11/7/17	\$	246.24
Legal Ad, Children services, 11/7/17	\$	253.08
Legal Ad, West Chester levy, 11/7/17	\$	306.80

TOTAL ADVERTISING (536000-530250) \$ 4,230.53

POLLING PLACE RENTALS (536000-530320)

First Baptist Church of Hamilton	\$	100.00
Hamilton Christian Center	\$	150.00
Heartland of Woodridge	\$	50.00
Hilltop Baptist Church	\$	75.00
North Fairfield Baptist Church	\$	150.00
West Chester Of The Nazarene	\$	75.00

TOTAL POLLING PLACE RENTALS (536000-530320) \$ 600.00

State Filing Fees (536000-531050)

Ohio Election Commissions

2017 State Filing fees	\$	3,700.00
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TOTAL STATE FILING FEES (536000-531050) \$ 3,700.00

Chairman Cloud submitted the minutes of the October 16, 2017 and November 7, 2017 meetings for approval. Member Wunnenberg moved to approve the minutes of the October 16, 2017 and November 7, 2017 meetings; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Noonan acknowledged receipt of Directive 2017-20, Unofficial and Official Canvasses of the November 7, 2017 General Election and Directive 2017-21, Pursuant to a Court Order – Directives 2016-39, 2016-41, and 2016-45 Apply to November 7, 2017 General Election.

Under Election Business, Director Noonan stated there are no ballots to be adjudicated from the scanning of provisional ballots. She noted there were 250,043 voters registered to vote in the November 7, 2017 general election and there were 63,156 votes cast, which is 25.26% turnout. Member Hall asked if there were any major issues with the election. Deputy Director Bucaro briefly explained how the scanners lost the scan images of the ballots due to a power failure but the images were able to be recovered. She also noted that the GEMS server needed to be rebooted and after doing so Database Administrators Jay Klein and Joe Andrews were unable to log in. Member Hall moved to certify the November 7, 2017 Election; Seconded by Member Wyenandt. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

Member Wunnenberg moved to order an automatic recount of the Fairfield City Council at Large race to take place on Friday, December 1, 2017, at 8:30 a.m.; seconded by Member Wyenandt. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

Director Noonan submitted the list of candidate and issue committees to be referred to the Ohio Elections Commission for failure to file campaign finance reports. Member Wyenandt moved to refer the candidate and issue committees as listed on Document 4; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

Butler County Board of Elections
Ohio Election Commission Referrals
November 21, 2017

Candidates:

Friends for Combs (Dennis Combs)

- Failure to file 2015 Post-General Amendment

Committees:

Monroe Local Schools Committee

- Failure to file 2017 Semi-Annual

Morgan Township Fire Department Association Levy Committee

- Failure to file 2017 Semi-Annual

Progressive Citizens Action Group

- Failure to file 2017 Semi-Annual

Chairman Cloud submitted the list of candidates to be certified to the May 8, 2018 Primary Election. Member Wyenandt moved to certify the candidates as listed on Document 5 to the May 8, 2018 Primary Election; seconded by Member Hall. Roll call:

Chairman Cloud	abstain
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

Certified EL Nov 21, 2017

Admin. Sign & Date

Butler County Board of Elections
May 8th, 2018 Primary Election
Candidates

All Candidates have met the statutory requirements to appear on the ballot.

November 21, 2017

Court of Common Pleas Judge – Full term commencing 1/1/2019

- Keith M. Spaeth – Republican

Democratic County Central Committee

Name	Precinct
Jocelyn Bucaro	Liberty11
Frank Cloud	Fair2wd4
Gary F. Corbin	FFTWP1
Donald A. Daiker	Oxford8
Allan Fuson	WC16
Pam Gattermeyer	Ham18wd1
Betty Goins	Ham3wd6
Johnny Hamilton	Fair6wd2
Brian R. Hester	Liberty2
Jeanette Inman	Ham4wd6
Carl A. Jackson	WC19
Brian Lenihan	Ham1wd4

Democratic County Central Committee (cont'd)

Name	Precinct
Dominick Lijoi	WC37
Delbert G. Price	Ham25wd1
Jennifer Rieger	WC19
Suzi Rubin	Monroe5
Dennis L. Salo	Liberty23
Mickey Smith	Liberty12
Kimball Stricklin	Fair3wd3

Republican County Central Committee

Name	Precinct
Donald L. Flick	Ham23wd1
Candice Keller	Midd7wd3

Under New Business, Director Noonan submitted the 2018 Board Meeting Schedule to be approved. Member Hall moved to approve the 2018 Board Meeting Schedule as presented on Document 6; seconded by Member Wyenandt. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

2018 Butler County Board of Elections Meeting Schedule

Day of Week	Date	Time	Purpose
Tuesday,	January 16, 2018	9:00am	Regular Meeting
Tuesday,	February 20, 2018	9:00am	Regular Meeting
Tuesday,	February 27, 2018	9:00am	Special Meeting – Certify Write-in Candidates
Monday,	March 19, 2018	9:00am	Regular Meeting
Monday,	April 16, 2018	9:00am	Regular Meeting
Tuesday,	May 08, 2018	7:00pm	Election Day Meeting
Monday,	May 21, 2018	1:00pm	Regular Meeting
Tuesday,	May 29, 2018	1:00pm	Special Meeting – Certify Election
Monday,	June 18, 2018	9:00am	Regular Meeting
Monday,	July 16, 2018	9:00am	Regular Meeting
Tuesday,	August 07, 2018	7:00pm*	Election Day Meeting
Monday,	August 20, 2018	9:00am	Regular Meeting
Tuesday,	August 28, 2018	9:00am	Special Meeting – Certify August Elections and Certify Write-in Candidates for November
Monday,	September 10, 2018	9:00am	Regular Meeting – Appoint PEOs
Monday,	October 15, 2018	9:00am	Regular Meeting
Tuesday,	November 06, 2018	7:00pm	Election Day Meeting
Monday	November 19, 2018	1:00pm	Regular Meeting – Validate provisional ballots
Tuesday,	November 27, 2018	9:00am	Special Meeting – Certify Election
Monday,	December 17, 2018	9:00am	Regular Meeting

* Meeting is only necessary if there is an August election. The filing deadline for the August election is Wednesday, May 9, 2018.

2018

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
Su	Mo	Tu	We	Th	Fr	Sa
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22	23	24	25	26	27	28
29	30					

May						
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20	21	22	23	24	25	26
27	28	29	30	31		

June						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

July						
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22	23	24	25	26	27	28
29	30	31				

August						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 01/01/2018 New Year's Day
- 01/15/2018 Martin Luther King Jr. Day
- 02/19/2018 Presidents' Day
- 04/01/2018 Easter Sunday
- 05/28/2018 Memorial Day
- 07/04/2018 Independence Day

- 09/03/2018 Labor Day
- 10/08/2018 Columbus Day (Office open)
- 11/11/2018 Veterans Day
- 11/12/2018 Veterans Day observed
- 11/22/2018 Thanksgiving Day
- 11/23/2018 Columbus Day (Observed)

- 12/24/2018 Christmas Eve
- 12/25/2018 Christmas Day
- 12/31/2018 New Year's Eve

Regular Meeting	Special Meeting	Election Day	Holiday
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Under New Business, Director Noonan stated there is a Microsoft SQL training class Database Administrator Jay Klein would like to attend and an iOS Development class Database Administrator Joe Andrews would like to attend. Deputy Director Bucaro reminded the Board that performance reviews are completed at the beginning of each year and each includes a development plan. In this year's plan, both Database Administrators requested to receive additional training. Member Wunnenberg moved to allocate \$1,487.50 to new Horizons for training class tuition; seconded by Member Wyenandt. Roll call:

- Chairman Cloud yea
- Member Wyenandt yea
- Member Hall yea
- Member Wunnenberg yea

Under the Director's Report, Director Noonan stated poll worker payroll is being paid Wednesday, November 22, 2017. Member Hall asked how long it takes for poll workers to be paid. Director Noonan said two weeks. Deputy Director Bucaro stated processing this payroll was faster this election due to the electronic poll books. Member Hall asked if the poll workers

are able to get a check as opposed to direct deposit. Director Noonan said no, and that the office works with the poll workers on a case by case basis.

Director Noonan informed the Board there will be roundtable meetings with the Location Supervisors on Tuesday, November 28, 2017. There will also be a candidate training class on the same evening. Member Hall asked who is involved in the roundtable meetings. Director Noonan stated herself, Deputy Director Bucaro, Database Administrators Jay Klein and Joe Andrews and Warehouse Administrator Erin Clendenin are included in the round table discussions.

Director Noonan told the Board that the office has made reservations at the Kona Grill on Friday, December 22, 2017 at noon for the office holiday party.

Under the Deputy Director's Report, Deputy Director Bucaro did not have any additional topics to discuss that had not already been brought up.

With no further business, Member Hall moved to adjourn; seconded by Member Wyenandt.

Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

The meeting was adjourned at approximately 2:52 p.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Chris Wunnenberg, III Member

Kathleen Wyenandt, Member